

Present: Andy Dhillon Claude Rinfret
Janelle Dwyer Veda Roodal Persad
Gerda Krause Jas Sandhu
Jeff Lowe Simran Sandhu
Ian Mass Inderpreet Singh
Brian McGibney Lane Trotter

Regrets: Stacey Edzerza Fox Lenora Gates

Employee Resources: Ian Humphreys, Provost and Vice-President, Academic and Students
Dawn Palmer, Vice-President, People Services
Ajay Patel, Vice-President, External Development
Viktor Sokha, Vice-President, Administration and Finance

Guests: Chris Arnold-Forster, Director, Risk and Internal Controls
Moira Gookstetter, Executive Director, Foundation
Michael Koke, Director, Financial Services
Ian McBain, Dean, Faculty of Arts
Scott McLean, President, Langara Faculty Association
Lucy Morrow, Student, Co-op and Career Development Program
Dionne Orrange, Instructor, Co-op and Career Development Program
Rose Palozzi, Representative, CUPE Local 15/VMECW
Heather Workman, Department Chair,
Co-op and Career Development Program

1. MUSQUEAM LAND ACKNOWLEDGMENT

The Board Chair delivered the following acknowledgement that Langara College rests on the land of the Musqueam peoples:

I would like to acknowledge the unceded territory of the hə́əmi'ə" (hun ga mi num) speaking x'məθk'əy'ə'm (Musqueam), on which Langara College is located.

2. CALL TO ORDER

There being a Quorum present, the Board Chair called the meeting to order at 5:00 p.m. He conveyed regrets from those unable to attend, and welcomed all guests.

3. DISCLOSURE OF CONFLICT OF INTEREST

In accordance with *Board By-Law 200: Code of Conduct and Conflict of Interest*, Board Members were provided an opportunity to declare conflicts of interest for any agenda item that would relate to the ongoing business of the institution. With none declared, the Board Chair proceeded with the meeting.

4. PRESENTATIONS

4.1 2018 India Connect Scholarship Program

a. Presentation from Student Lucy Morrow

I. Humphreys introduced Heather Workman, Department Chair; Dionne Orrange, Instructor, and Lucy Morrow, student, from the Co-op and Career Development Centre who were in attendance to present on the 2018 India Connect Scholarship Program. I. Humphreys thanked Board Chair J. Sandhu for paving the way for the students to gain this invaluable experience through his connections with the Asia Pacific Foundation and Optimus Information. He also thanked the Langara College Foundation who were financial contributors to the program.

Heather Workman introduced student Lucy Morrow and noted that she and Willy Sin were the first scholarship recipients of the new partnership between the Asia Pacific Foundation of Canada, Optimus Information Inc. and the Langara College Foundation that offers a unique international work experience for students.

Lucy Morrow introduced herself as a second year BBA program student and one of the first recipients of the India Connect Co-op Program. She noted that she and Willy Sin travelled to India to live in Noida, and work at Optimus Information Inc., a company based in Vancouver with a delivery centre in India. By way of a PowerPoint presentation, she informed the Board of her experience in India, with the program, and with her work at Optimus. She provided an overview of the costs and showed a video she created with her new-found skills. As a result of a blog she created throughout this experience, the President of Mercer McKay Solutions, Inc. reached out to her and offered her another co-op opportunity.

At the end of her presentation Board Members asked what she would suggest the College consider for improvements to the program. She noted that the Visa application process was very confusing but now that she and Willy have gone through it, they can advise future students what not to do when applying for their Visa.

The Board thanked Lucy for her presentation with a round of applause.

[It was noted that Lucy Morrow, Heather Workman, and Dionne Orrange left the meeting at 5:26 pm.]

5. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved by J. Dwyer and seconded by J. Lowe

THAT, the Langara College Board approve the agenda and approve/acknowledge the following items and motion on the consent agenda:

- 5.1 Minutes of Meeting held March 22, 2018 - Approved**
- 5.2 Chair's Written Report - Acknowledged**
- 5.3 President's Written Report - Acknowledged**
- 5.4 Notice of Election of Board Chair - Acknowledged**
- 5.5 Board Calendar of Events - Acknowledged**

Carried Unanimously.

6. CHAIR'S VERBAL REPORT

The Board Chair directed members to his written report attached to the agenda for information and had nothing further to report.

7. PRESIDENT'S VERBAL REPORT

L. Trotter highlighted items in his written report and elaborated on the following:

- **UBC Visit to Langara** - On April 16, 2018, Dr. Santa Ono, President and Vice-Chancellor and Dr. Andrew Szeri, Provost and Vice-President, Academic from UBC visited Langara College to meet with the Senior Leadership Team, and to meet with current and past students who discussed their transfer experience to UBC. This was followed by a brief tour of the campus and a discussion on some follow-up steps.
- **Association of Governing Boards (AGB) Conference - San Francisco - April 20-22, 2018**, Claude Rinfret, Janelle Dwyer, Ian Mass and I attend the AGB Conference in San Francisco. Notes are attached to the agenda, which highlight the different sessions that each attended. It was a very useful and worthwhile conference and all had the opportunity to attend the plenaries and many sessions.
- **Colleges and Institutes Canada (CICan) Conference 2018 (Victoria, BC)**
From April 29 - May 2, 2018, I attended the CICan Conference with Board Chair, Jas Sandhu; Board Member, Dr. Veda Roodal Persad; and Board Member, Gerda Krause. The conference ran a variety of different tracks ranging from governance, leadership, indigenous education and curriculum. Board Chair, Jas Sandhu, and I were part of a panel in the governance track on the importance of the relationship between the Board Chair and the President titled "Friendly not Friends". The session was well attended and there were a lot of questions of the panel that included Ken Tourand (President) and Jamie Sterritt (Board Chair) of Nicola Valley Institute of Technology, and Jim Hamilton (President) and Connie Denesiuk (Past Board Chair) of Okanagan College. Next year's conference will be hosted by Niagara College in Niagara Falls, Ontario.
- **Business Council of BC**
I have been appointed to the Board of the Business Council of BC.

8. COMMITTEE REPORTS/ RECOMMENDATIONS/ APPROVALS

8.1 Governance and Nominating Committee

a. Minutes of Meeting held May 8, 2018

L. Trotter conveyed regrets from S. Edzerza Fox who was not able to attend the Board meeting and informed the Board that S. Edzerza Fox had asked President Trotter to review the GNC items. L. Trotter presented the minutes of the GNC meeting held May 8, 2018, attached to the agenda for information.

b. Policies

In the absence of S. Edzerza Fox, L. Trotter presented the eight policies attached to the agenda for approval. He noted that the policies have been under review in various stages by the Governance and Nominating Committee over the past 3-4 years. Three policies were reviewed by Education Council as they touched on academic matters regulated under the College and Institute Act. All policies were reviewed with external legal counsel who has thoroughly reviewed every policy, resolution and by-law, and compared them to the College and Institute Act and out of province policies to ensure compliance with provincial and federal litigation.

a. Policy 410 - Respectful Learning and Working Environment

L. Trotter highlighted Policy 410 - Respectful Learning and Working Environment and noted the following:

- This policy is being updated and the proposed amendments incorporate portions of Policy 445 - Diversity.
- This policy was discussed at GNC February 9, 2018 for feedback. The feedback received was to clarify to whom the policy applies, making it as broad as possible.
- The revised draft was circulated to Committee members on February 20, 2018, for comment. A new definition for Member of the College Community was added. This is to cover the expectation that anyone who interacts with others through College provided services or facilities does so in a respectful manner.
- No subsequent comments were received from GNC and the Policy was taken to GNC on May 8, 2018 for recommendation to the Board for approval.

It was moved by I. Mass and seconded by C Rinfret

THAT, Policy 410 - Respectful Learning and Working Environment be approved.

Carried Unanimously.

b. Policy 420 - Ethical Practice

L. Trotter highlighted Policy 420 - Ethical Practice and noted the following:

- A review of Policy 420 was discussed at GNC meetings held on October 13, 2017 and February 9, 2018.
- A sector review was not able to locate any post-secondary institutions in Canada which have stand-alone ethical conduct/ethical practice/ethical

policies. The closest policy was employee standards of conduct/conflict of interest policies. Further sector research found that most post-secondary institutions include statements regarding ethical conduct within protected disclosure policy.

- At the October 13, 2017, meeting, GNC suggested repealing this policy and asked the Chair to bring this back for further discussion, which was done on February 9th and May 8, 2018.
- It was recommended to repeal this policy and incorporate it into Policy 465 which will be renamed "Ethical Conduct and Protected Disclosure".
- GNC members were asked to provide additional comments by email and no subsequent comments were received.

It was moved by V. Roodal Persad and seconded by A. Dhillon

THAT, Policy 420 - Ethical Practice be repealed.

Carried Unanimously.

c. Policy 440 - Evaluation of Programs and Educational Services

L. Trotter highlighted Policy 440 - Evaluation of Programs and Educational Services and noted the following:

- Policy 440 was updated and discussed at a GNC meeting on February 9, 2018.
- It was recommended that per the College and Institute Act, and given two Supreme Court of BC cases, that the Board seek the advice of Education Council, since this policy touches on academic matters. The policy was forwarded to Education Council on February 13, 2018, with a deadline for comments by April 30, 2018. No comments were received.
- The amendments to this policy follow and documents existing practices.

It was moved by J. Dwyer and seconded by J. Lowe

THAT, Policy 440 - Evaluation of Programs and Educational Services be approved.

Carried Unanimously.

d. Policy 445 - Diversity

L. Trotter highlighted Policy 445 – Diversity and noted the following:

- This policy was discussed at a GNC meeting held on October 18, 2017.
- During discussions it was proposed that the College repeal this policy and incorporate portions of it into Policies 410 and 455.
- This was discussed at a GNC meeting held on February 9, 2018, and a request was made for any additional feedback be sent via email. No subsequent comments were received from GNC.
- At the GNC meeting held on May 8, 2018, it was recommended that this policy be taken to the Board for repeal.

It was moved by C. Rinfret and seconded by A. Dhillon

THAT, Policy 445 - Diversity be repealed.

Carried Unanimously.

e. Policy 450 - Environmental Responsibility

L. Trotter highlighted Policy 450 - Environmental Responsibility and noted the following:

This policy was discussed at a GNC meeting held February 9, 2018. It was recommended that the Board seek the advice of Education Council on the content of the policy for the following reasons:

- (1) the College and Institute Act requires the Board to seek advice from Education Council when a policy touches on academic matters; and,
- (2) this Policy includes commitment to encouraging learning experiences for students and employees that promote and enhance environmental responsibility.

The policy was forwarded to Education Council on February 13, 2018, with a deadline for comments by April 30, 2018. No comments were received.

It was moved by J. Dwyer and seconded by V. Roodal Persad

THAT, Policy 450 - Environmental Responsibility be approved.

Carried Unanimously.

f. Policy 455 - By-law and Policy Development and Management

L. Trotter highlighted Policy 455 - By-Law and Policy Development and Management and noted the following:

- This Policy was discussed at a GNC meeting held on February 9, 2018. Feedback from GNC at this meeting was to add a definition of Langara Council.
- Other changes were the proposed amendment to incorporate portions of Policy 445 (Diversity). This included the addition of a new Section 6.2, and the definition of "Langara Council."
- This Policy was referred to Education Council for advice on February 13, 2018, with a deadline for comments by April 30, 2018, in accordance with the College and Institute Act because the Policy delineates responsibilities for different types of policies, including Education Council policies. No subsequent comments were received from Education Council.
- At the May 8, 2018 meeting of GNC, it was recommended that this Policy be brought to the Board for approval.
- It was recommended that an amendment to the Section 4 Header include the word "By-Laws" before "and Policies".

It was moved by C. Rinfret and seconded by V. Roodal Persad

THAT, Policy 455 - By-law and Policy Development and Management be approved with amendment to Section 4 Header to include By-Laws.

Carried Unanimously.

g. Policy 465 - Ethical Conduct and Protected Disclosure

L. Trotter highlighted Policy 465 - Ethical Conduct and Protected Disclosure and noted the following:

- Policy 465 is being amended to incorporate statement of College's commitment to the highest standards of ethical conduct and integrity from Policy 420 (Ethical Practice).
- Proposed amendment renames Policy to "Ethical Conduct and Protected Disclosure"
- Sector research found that most post-secondary institutions include statements regarding ethical conduct within protected disclosure policy.
- Discussion ensued at a GNC meeting held February 9, 2018, and members were asked to provide additional comments by email.
- Comments received requested greater clarity about to whom the policy applies.
- Comments received supported Section 5.3 as drafted - favouring confidentiality in the first instance.
- Comments received also requested a rationale for section 5.5. This provision was retained from current Policy 465. the proposed amendment deletes section 5.5.
- A revised draft was circulated to committee members on February 20, 2018 for comment. No subsequent comments were received.
- GNC recommended that this Policy be brought to the Board for approval.

It was moved by A. Dhillon and seconded by J. Lowe

**THAT, Policy 465 - Ethical Conduct and Protected Disclosure
be approved.**

Carried Unanimously.

h. Policy 470 - Risk Management

L. Trotter highlighted Policy 470 - Risk Management and noted the following:

- This Policy was reviewed by GNC and sent to the Audit and Finance Committee (AFC) for their input since Risk Management is in the purview of the AFC. Feedback received from AFC was incorporated into the draft presented to the GNC at their meeting held February 9, 2018. No further comments were received from GNC at the February 9th meeting.
- The Policy was recirculated to the GNC on February 20, 2018, with requests for comments by email. No subsequent comments were received.
- At the May 8, 2018 GNC meeting, it was recommended that this Policy be brought forward to the Board for approval.

It was moved by C. Rinfret and seconded by J. Dwyer

THAT, Policy 470 - Risk Management be approved.

Carried Unanimously.

Thanks were conveyed from the Board to S. Edzerza Fox and present and past members of the GNC for their tireless work over the past 4 years. A major milestone has been accomplished. G. Krause also thanked the GNC for connecting and consulting with Education Council noting that it was very much appreciated by EdCo.

c. Governance and Nominating Committee Chair

L. Trotter advised that the current Chair of the Governance and Nominating Committee, S. Edzerza Fox, will finish her six-year term on the Board as of July 31, 2018. In order to provide for transition, he recommended the appointment of J. Dwyer as Chair of the Governance and Nominating Committee effective immediately.

It was moved by C. Rinfret and seconded by V. Roodal Persad

THAT, Janelle Dwyer be appointed Chair of the Governance and Nominating Committee effective immediately.

Carried Unanimously.

9. FOR INFORMATION/ DISCUSSION

9.1 AGB Conference Session Notes

L. Trotter highlighted the session notes from the AGB conference attached to the agenda for information.

10. EDUCATION COUNCIL REPORTS

The Board Chair reminded Board Members of Section 23 of the BC College and Institute Act that requires Education Council to advise the board on the development of educational policy.

10.1 Report of Meeting held on March 20, 2018

The Education Council Chair elaborated upon the summary report of the meeting held on March 20, 2018 attached to the agenda for information.

10.2 Report of Meeting held on April 17, 2018

The Education Council Chair elaborated upon the summary report of the meeting held on April 17, 2018 attached to the agenda for information.

G. Krause advised that every year an EdCo 101 event is held where the Chairs of all Education Councils in BC meet. This year Rob Fleming spoke on the Quality Assurance Process Audit (QAPA) and its impact on institutions. 2020 will be Langara's turn to go through the audit process so in preparation, she wanted to make sure that EdCo knew what was coming and what it was about.

It was moved by V. Roodal Persad and seconded by I. Mass

THAT, the Education Council Summary Reports for the meetings held on March 20 and April 17, 2018, be received for information.

Carried Unanimously.

11. BOARD MEMBER REPORTS

A Patel highlighted the annual report Partnerships – Langara College Foundation Report 2017 distributed at the table which highlighted the Foundation activities over the past year.

J. Dwyer noted that she attended her first official college event on May 9th for the launch of the Pacific Rim magazine. It was a fantastic event that highlighted all of the student's high quality work who participated in the publication of the magazine.

B. McGibney noted that he brought greetings at the opening night of the Fine Arts event on behalf of the Board.

12. CONSTITUENT GROUP REPORTS

There were no reports from Constituent Groups.

13. VISITOR'S COMMENTS

There were no visitor's comments.

14. NEXT MEETING AND ADJOURNMENT

14.1 Next Meeting

a. Thursday, June 21, 2018

It was noted that the next meeting of the Board of Governors will be held on Thursday, June 21, 2018 beginning at 5:00 p.m. in the Board Room B141.

14.2 Conclusion

It was moved by J. Dwyer and seconded by C. Rinfret
THAT, the meeting be concluded at 6:10 p.m.

Carried Unanimously.

Jas Sandhu
Board Chair

Lane Trotter
President and CEO