

Present: Krisha Dhaliwal (via phone) Brian McGibney
Janelle Dwyer Raza Mirani
Lenora Gates Claude Rinfret
Michal Jaworski (via phone) Veda Roodal Persad
Gerda Krause Lane Trotter, President
Ian Mass, Board Chair

Regrets: Andy Dhillon

Employee Resources: Martin Gerson, Provost and VP, Academic
Dawn Palmer, VP, People Services
Ajay Patel, VP, External Development
Viktor Sokha, VP, Administration and Finance

Constituent Groups: Scott McLean, President, Langara Faculty Association
Rose Palozzi, Representative, CUPE Local 15/VMECW

Guest(s): Chris Arnold Forster, Director, Risk and Internal Controls
Colin Ewart, President, BC Colleges
Lisa Fisher, Director, Communications and Marketing
Darrell Kean, Representative, Langara Faculty Association
Michael Koke, Director, Financial Services
Wendy Lannard, Senior Facilities Consultant
Ann Syme, Dean, Faculty of Nursing

Other: Langara Students' Union
Library (Sandy Ragan - 2 copies)
Secretary-Treasurer, CUPE Local 15/VMECW
"Voice" Newspaper

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 xʷməθkʷəy'əəm (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.

M. Jaworski advised that he acted as external counsel on the preparation of the agreements related to the ERP contract when he was not on the Board in 2018. Although there is no direct conflict he may need to excuse himself if there are any discussions on the contract.

4. WELCOME TO NEW BOARD MEMBERS

4.1 Krisha Dhaliwal

I. Mass introduced new board member Krisha Dhaliwal who was appointed for a one-year term effective August 1, 2018. Krisha introduced herself and offered insights into her background and interest in serving the College community as a Board Member.

4.2 Michal Jaworski

I. Mass introduced new board member Michal Jaworski who was appointed for a one-year term effective August 1, 2018. Michal introduced himself and offered insights into his background and interest in serving the College community as a Board Member.

4.3 Raza Mirani

I. Mass introduced new board member Raza Mirani who was appointed for a one-year term effective August 1, 2018. Raza introduced himself and offered insights into his background and interest in serving the College community as a Board Member.

5. PRESENTATION

5.1 BC Colleges Update (Colin Ewart)

L. Trotter welcomed Colin Ewart, President of BC Colleges who was in attendance to provide an update on the status of Colleges in British Columbia and to provide a sense of the system priorities.

C. Ewart introduced himself and distributed at the table a pamphlet titled "BC Colleges FACTS: BC Colleges DELIVER". He noted that the data contained in the brochure is from the BC Government.

He indicated that BC Colleges Presidents met and identified four shared priorities for 2018/19 and agreed on and are collectively working on fulfilling these priorities. He identified the legitimate and valuable role that we should be playing in helping colleges achieve their technology goals. He noted that Government is interested in solving the housing affordability issue for students.

BC Colleges is looking at a range of information and working on distilling it down to develop a paper to take back to government.

Discussion ensued and Board Members questions were answered.

C. Ewart advised that BC Colleges appreciates the efforts of all College board members.

[It was noted that Colin Ewart left the meeting at 5:30 pm]

6. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved by C. Rinfret and seconded by B. McGibney

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

- 6.1 Minutes of the Board Meeting held June 21, 2018 - Approved**
- 6.2 Chair's Written Report - Acknowledged**
- 6.3 President's Written Report - Acknowledged**
- 6.4 Financial Update to June 30, 2018 - Acknowledged**
- 6.5 Confirmation of Remittances - Acknowledged**
- 6.6 Langara Students' Union Audited Financial Statements for Fiscal Year ending April 30, 2018 - Acknowledged**
- 6.7 Board Calendar - Acknowledged**

Carried Unanimously

7. ELECTION OF FIRST AND SECOND BOARD VICE CHAIRS

At 5:31 pm, the Board Chair handed over the Chair position to the President to hold the elections of the First Vice Chair and Second Vice Chair.

L. Trotter highlighted By-Law 201, which outlines the process for elections of the Vice Chairs.

7.1 Election of Board First Vice Chair

a. Michal Jaworski

L. Trotter advised that a nomination for Michal Jaworski as First Vice-Chair was received. He asked M. Jaworski if he is prepared to let his name stand. M. Jaworski agreed. L. Trotter asked for nominations/expressions of interest three more times.

With no further nominations/expressions of interest, M. Jaworski was elected First Vice-Chair by acclamation for a one-year term effective October 1, 2018.

7.2 Election of Board Second Vice Chair

a. Claude Rinfret

L. Trotter advised that a nomination for Claude Rinfret as Second Vice-Chair was received. He asked C. Rinfret if he is prepared to let his name stand. C. Rinfret agreed. L. Trotter asked for nominations/expressions of interest three more times.

With no further nominations/expressions of interest, C. Rinfret was elected Second Vice Chair by acclamation for a one-year term effective October 1, 2018.

L. Trotter returned the Chair position back to the Board Chair at 5:34 p.m.

8. CHAIR'S VERBAL REPORT

The Board Chair thanked the Board for the opportunity to Chair his first Board meeting. He advised that he has had an opportunity to read the Board By-Laws and highlighted the responsibilities of the Board Chair. He asked for feedback and accountability from Board Members during his tenure.

He advised that on September 20th he attended the Public Sector Board Governance Workshop in Richmond, along with several other Board Members. He noted a takeaway from the workshop was by presenter Don Wright, Deputy Minister to the Premier, who spoke on "Seven Rules of Higher Education"

9. PRESIDENT'S VERBAL REPORT

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

- On September 26th the College and Musqueam unveiled a Musqueam House Post in memory of the late Elder Henry Charles who gave the College the name **snəwəyət leləm** on January 11, 2016. It was a moving ceremony and reflects the path of reconciliation the College is on with the Musqueam People. Thanks were expressed to Chief Wayne Sparrow for his support and to Rick Ouellet for organizing the ceremony .
- On September 23rd, Langara participated in the 5th annual United Way Plane Pull event at YVR. Langara's team of 15 members placed third overall pulling a 127,000 pound plane in 22.47 seconds and raising \$1,300 for United Way.
- The President asked A. Patel, Vice President External Development to update the Board on the opinion article written by Douglas Todd for the Vancouver Sun. A. Patel noted that the College had identified a number of discrepancies in the article and communicated this information to the Vancouver Sun and that the discrepancies were addressed in an updated online version.
- The President then asked D. Palmer to speak to another article in the Victoria Times Colonist about the College banning cannabis. D. Palmer noted that the College did not ban

cannabis in response to legislation and the article was incorrect. She advised that the non-smoking policy that came into effect on May 1, 2018 was created in response to a wellness initiative many years ago before it was even known that there would be a cannabis legislation. It was an initiative to create a safe and healthy teaching, learning and working environment for employees and students. The College received legal advice that employers should treat cannabis like they treat alcohol. In response to a question about what policy might be developed to deal with severe impairment in the workplace, it was noted that BC post-secondary institutions are discussing how to go forward on these issues.

- "Unlock the Vault" Film Arts - I was able to attend the Film Arts "Unlock the Vault" event on August 23rd. The USB drive distributed to Board Members at the table contains movies created and directed by Film Arts students that were showcased at the Unlock the Vault Film Festival.

10. FOUNDATION BOARD

10.1 Beyond 49 Presentation

A. Patel and L. Fisher made a presentation on the Beyond 49 Campaign noting that the event celebrates 49 years on 49th Avenue and is the 25th anniversary of the College as an independent institution. The anniversary is an opportunity to strengthen alumni connections and the College's reputation, fund key initiatives, and build the College's advancement capacity. They highlighted fundraising and celebration goals, strategies and activities and how Board Members can get involved.

L. Trotter congratulated the Foundation and Communications and Marketing for hosting an excellent Beyond 49 Great Trek event on October 10th that started at Cambie and 41st and ended in the College gymnasium with a pep rally.

Discussion ensued and Board Members questions were answered.

[It was noted that L. Fisher left the meeting at 6:14 pm]

11. COMMITTEE REPORTS, RECOMMENDATIONS, and APPROVALS

11.1 Audit and Finance Committee

a. Minutes of Meeting held September 13, 2018

C. Rinfret presented the minutes of the Audit and Finance Committee held September 13, 2018, and highlighted the items that will be recommended to the Board for approval. He advised that the LSU financial statements were attached for information only and that the Audit and Finance Committee reviewed them and did not find anything of concern.

b. Five-Year Capital Plan (2019-20 - 2023-24) (including presentation)

V. Sokha highlighted the five-year capital plan advising that a draft version was submitted to the Ministry on August 17, 2018. W. Lannard provided an update on the five-year capital plan advising that discussions with the Ministry about the colleges 140k square foot space shortage and the need to replace Building A resulted in the proposed 350,000 square foot building. The new building includes 1-1/2 levels of underground parking, improved space for programs that are currently in Building A, and an expanded daycare. Once the new building was opened then the original Building A would be demolished.

A replacement for Building A is a priority since it is seismically deficient. To address one of the Ministry's priorities, an affordable student housing option was also included on the Langara Park (located between Langara and the YMCA) that could provide 300 beds of modular housing at an affordable cost below current market rates.

L. Trotter advised that we are trying to meet this year's timeline for capital submissions.

Discussion ensued and Board Member's questions were answered.

THAT, the Five Year Capital Plan for 2019/20 – 2023/24 be approved.

Carried Unanimously.

[It was noted that W. Lannard left the meeting at 6:32 pm]

c. Q2 Forecast to the Ministry of Advanced Education, Skills and Training

M. Koke summarized the Third Quarter (Q3) Financial Forecast for the fiscal years 2018/19 through 2021/22 attached to the agenda. Discussion ensued and in response to a Board Member's question about last year's surplus, it was noted that we are experiencing a leveling out of International student enrolment and will see the surplus decrease per semester. The next report (Q3) to the Ministry will be more accurate once we know what our Spring enrolments look like. In response to a question, V. Sokha highlighted some of the items in the package for Board members to review.

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

THAT, the Financial Forecast for the fiscal years 2018/19, 2019/20, 2020/21, and 2021/22 as prepared at the end of the Second Quarter (Q2) of fiscal 2018/2019 be approved, to be submitted to the Ministry of Advanced Education, Skills and Training.

Carried Unanimously.

d. Statement of Financial Information (SOFI) Report for Fiscal Year Ended March 31, 2018

M. Koke highlighted the Statement of Financial Information (SOFI) Report for the fiscal year ending March 31, 2018, and noted that the Audited Financial Statements included in the report were previously approved at a Board Meeting held on June 21, 2018. For the benefit of new Board Members he explained what the report was about and provided details. In response to a question, he noted that the province determines thresholds and noted that they are legislated by government and cannot be changed by the College.

Discussion ensued and Board Members' questions were answered.

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

THAT, the Statement of Financial Information for Langara College for the year ended March 31, 2018, be approved.

Carried Unanimously.

11.2 Board Assessment Task Force

a. Minutes of Meeting held August 16, 2018

J. Dwyer highlighted the minutes of the Board Assessment Task Force meeting held on August 16, 2018, attached to the agenda for information.

b. Status Report

J. Dwyer provided an update on the committee's prioritized recommendations to the Board as identified on the status report attached to the agenda. She highlighted the status of each item and the results, noting that three items identified previously for action are being addressed and the other items will be revisited if required. With the turnover of Board Membership looming, it was not possible to hold the Board Breakfast at the time. In the interim, the President held a "Breakfast with the President" which has been very successful. The Board Breakfast will be held on Wednesday, October 31st and invitations will go out in mid-October to employees via the Langara Post and to students via Facebook. It was suggested that this would be a good time to do a dry run of the Board 101 session at the Board breakfast.

c. Disband Committee

J. Dwyer advised that the Terms of Reference for the Board Assessment Task Force states that the committee be disbanded once their mandate has been met. The Task Force met and agreed that the mandate of the committee has been completed and were in agreement with disbanding the Task Force.

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

THAT, the Board Assessment Task Force be disbanded.

Carried Unanimously.

11.3 Governance and Nominating Committee

a. Minutes of Meeting held August 23, 2018

J. Dwyer highlighted the minutes of the Governance and Nominating Committee meetings held August 23 and August 29, 2018, attached to the agenda for information.

She highlighted the draft agenda for the Board Retreat to be held on October 12th, attached for information, and asked if there was anything that Board Members would like to add or change. Board Members were in agreement with the agenda as presented and it was noted that the agenda would be distributed with any attachments prior to the retreat.

J. Dwyer noted that she, C. Rinfret, and I. Mass agreed to put their names forward to remain on the Board once their terms expire at the end of December 2018. She advised that the paperwork has been completed and submitted to the Crown Agencies and Board Resourcing Office, which is a branch of the Ministry of Advanced Education, Skills and Training.

b. Minutes of Meeting held August 29, 2018

This item was covered above.

c. Committee Membership

J. Dwyer advised that due to the completion of three Board Member's terms at the end of July 2018, Committee Membership is low. She advised that the three standing committees (Board Coordinating, Audit and Finance, and Governance and Nominating) require committee membership from appointed board members. She highlighted the document attached to the agenda which outlines the new Committee Membership and advised that there is no gender balance on the committees but that it was considered.

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

THAT, Krisha Dhaliwal be confirmed as a member of the Audit and Finance Committee; and

THAT, Michal Jaworski be confirmed as a member of the Audit and Finance Committee and the Governance and Nominating Committee; and

THAT, Raza Mirani be confirmed as a member of the Governance and Nominating Committee.

Carried Unanimously.

d. By-Law 212: Appointment of Personnel - for Repealing

J. Dwyer presented By-Law 212 noting that it was being presented as a housekeeping item as it was inadvertently missed during amendment and

updating of the Board Manual Policies and By-Laws. She further noted that By-Law 203, Section 7 (f) expressly contains those elements.

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

THAT, By-Law 212: Appointment of Personnel be repealed.

Carried Unanimously.

12. EDUCATION COUNCIL REPORTS

12.1 Report of Meeting held on May 22, 2018

G. Krause highlighted the summary reports of the Education Council meeting held on May 22 and noted the following:

- January was the launch of a new Post Degree Program in Data Analytics.
- A request was approved to temporarily change our grading system to a letter grade for the current semester. A proposal for a permanent change will come to the next Education Council meeting.
- Continuing Studies new programs were highlighted.
- Continuing Studies discontinued programs due to development and enhancement of new programs were highlighted. It was noted that those programs who lose their audience are discontinued.

12.2 Report of meeting held on June 19, 2018

G. Krause highlighted the summary reports of the Education Council meeting held on June 19 and noted the following:

- This month was a deadline month so there was a lot of activity.
- There is a new video interview process to help determine student capability for international nursing students.
- There were 41 total course changes.
- There is a new program out of the Biology Department titled "Personalized Medicine for Healthcare Professionals". It targets those who have a Certificate already in the healthcare industry and comes from the development of the Bioinformatics program.

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

THAT, the Education Council Summary Reports for May 22 and June 19, 2019 be received.

Carried Unanimously.

13. BOARD MEMBER REPORTS

C. Rinfret noted that he attended the Ministry's Public Sector Governance Workshop and it was one of the best conferences he has attended in a long time. The Ministry plans on holding another one next year and he strongly encouraged Board Members to attend. Of particular interest was the crisis management piece at the end of the conference.

14. CONSTITUENT GROUP REPORTS

There was no report.

15. VISITOR'S COMMENTS

There were no comments or reports.

16. NEXT MEETING AND CONCLUSION

16.1 Next Meeting

a. Thursday, November 22, 2018

It was noted that the next meeting of the Board will be held on Thursday, November 22, 2018 beginning at 5:00 p.m.

16.2 Conclusion

It was moved by L. Gates and seconded by R. Mirani

THAT, the meeting be concluded at 7:15 p.m.

Carried Unanimously.