

Present:	Mary Lynn Baum Ryan Cawsey Krisha Dhaliwal Andy Dhillon Janelle Dwyer Lenora Gates	Michal Jaworski Yadhunika Goyal Raza Mirani Veda Roodal Persad Gurman Deep Singh Lane Trotter
Regrets:	Ian Mass	Brian McGibney
Employee Resources:	Ben Cecil, 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	
Constituent Groups:	Eleanor Clarke, Chair, Langara College Administrators' Association Scott McLean, President, Langara Faculty Association Steven Brouse, Representative, CUPE Local 15/VMECW	
Guest(s):	Chris Arnold Forster, Director, Risk and Internal Controls Lisa Fisher, Director, Communications and Marketing Michael Koke, Director, Financial Services Julie Longo, Dean Faculty of Arts Larry Xiong, Director, Institutional Research	
Recorder:	Diana Falcon, Executive Assistant to the Board of Governors	

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 hə əmi"ə" (hun ka 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 5:03 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. PRESENTATION TO DEPARTING BOARD MEMBER

4.1 Gerda Krause

M. Jaworski thanked Gerda Krause for her service and contributions to the Board over the past eight years in her role as Education Council Chair. It was noted that Gerda was a strong supporter of the Board, fully participated in both Board and Committee meetings, and regularly attended numerous college events on and off campus to represent the Board. L. Trotter presented Gerda with a token of appreciation to recognize her contributions as a member of the Board and this was acknowledged by the Board with a round of applause.

5. WELCOME TO NEW BOARD MEMBERS

5.1 Mary Lynn Baum

M. Jaworski welcomed new Board Member Mary Lynn Baum who was appointed for a one-and-a-half-year term to July 31, 2020. She highlighted her work and community background and offered insights into her interest in serving on the Board. Her Oath of Office had been administered at New Board Member Orientation held prior to the Board meeting.

5.2 Ryan Cawsey

M. Jaworski welcomed new Board Member Ryan Cawsey who was elected Chair of Education Council for a term ending April 30, 2019. He shared a bit about his background and offered insight into his interest in serving on the Board. His Oath of Office had been administered at New Board Member Orientation prior to the Board meeting.

L. Trotter welcomed Dr. Ben Cecil, the College's new Provost and Vice-President, Academic and Students. Ben highlighted his background and thanked the College for the warm welcome he has received since he started on January 7th.

L. Trotter announced that this would be Dawn Palmer's last Board meeting as Vice-President, People Services as she will be retiring on February 1, 2019. He thanked Dawn for her service to the Board and College over the years and for making his transition to the College seamless and welcoming. He invited Board Members to Dawn's retirement party being held on February 15th beginning at 2:00 p.m.

6. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved by R. Mirani and seconded by M. L. Baum

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

6.1 Minutes of Meeting held November 22, 2018 - Approved

6.2 Chair's Written Report - Acknowledged

6.3 President's Written Report - Acknowledged

6.4 Confirmation of Remittances - Acknowledged

6.5 Accountability Plan and Report - Letter from Ministry - Acknowledged

6.6 Board Calendar - Acknowledged

Carried Unanimously.

7. SPECIAL ELECTION

7.1 Election of Board Second Vice-Chair

Per Board Bylaw 201, M. Jaworski turned the Chair over to the President for the special election. L. Trotter advised that Claude Rinfret was not reappointed to the Board which left a vacancy for Board Second Vice-Chair. He noted that a call for nominations/expressions of interest was made to all Board Members on December 19, 2018. An Expression of Interest was received by A. Dhillon and L. Trotter asked A. Dhillon if he was prepared to let his name stand. A. Dhillon agreed. L. Trotter asked for nominations/expressions of interest three more times.

With no further nominations/expressions of interest, A. Dhillon was elected Board Second Vice-Chair by acclamation for the remainder of the term effective January 24, 2019.

L. Trotter returned the Chair position back to the Board Chair at 5:24 p.m.

8. PRESIDENT'S VERBAL REPORT

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

- Yunnan Graduation - the fourth cohort of students graduated from the College's Higher Education Strategic Leadership & Management certificate program offered through Continuing Studies. The President thanked the faculty and staff of the International Education and Continuing Studies departments for making this program successful.
- The President and Ajay Patel went to Vietnam as part of a BC education delegation to participate in a conference jointly hosted by the BC Centre for International Education (BCCIE) and the Vietnam Association of Community Colleges (VACC) conference. A partnership was formalized through a MOU between the BC Centre for International Education, BC Colleges and the Vietnam Association of Community Colleges. The President delivered a presentation at the conference about the types of International College partnerships that Langara offers and highlighted the various international programs for students through university exchange programs, field studies, and international work-integrated learning opportunities and cooperative education placements.

9. COMMITTEE REPORTS/ RECOMMENDATIONS/ APPROVALS

9.1 Audit and Finance Committee

a. Minutes of Meeting held January 10, 2019

A. Dhillon, as Acting Chair of the Audit and Finance Committee, highlighted the Audit and Finance Committee Minutes of the meeting held January 10, 2019, attached to the agenda for information.

b. Audit Plan for 2018-19

A. Dhillon, as Acting Chair of the Audit and Finance Committee, highlighted the 2018-19 Audit Plan attached to the agenda. In response to a Board Member's question, he explained what the auditors look at during an audit, noting that all public practice firms follow the same public accounting standards. The

Executive Summary shows what the auditors will focus on along with the general work of the financial statements. He noted that materiality drives the work that they do and any error over \$160,000 will be brought to management's attention.

Discussion ensued and Board Members questions were answered.

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

THAT, the 2018-19 Audit Plan be approved.

Carried Unanimously

c. Strategic Plan 3-Year Update

Along with L. Fisher and L. Xiong, A. Patel made a presentation on the three-year update of Langara College's Strategic Plan (attached to the agenda for information). The four overarching categories were highlighted as well as the college's progress in achieving its targets. It was noted that the presentation highlighted some of the changes in some of the metrics and why the changes were made. He recommended that some of the metrics should be reconsidered in the new academic / strategic plan given external changes that render some of the metrics as out of date. During the presentation A. Patel highlighted the progress in each of the four categories through each of the metrics presented. Discussion ensued and Board Members questions were answered.

[It was noted that L. Fisher and L. Xiong left the meeting at 5:34 pm]

10. EDUCATION COUNCIL REPORTS

The acting 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 December 18, 2018

As the new Chair of Education Council, R. Cawsey made his first presentation as Board member. He highlighted the summary report of the Education Council meeting held on December 18, 2018, noting that it also included the virtual meeting held on December 4, 2018. Discussion ensued and Board Members questions were answered.

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

THAT, the Education Council Summary Report for December 18, 2018, which included the virtual meeting held December 4, 2018, be received.

Carried Unanimously.

11. BOARD MEMBER REPORTS

L. Gates provided an update on the activities of the Langara College Foundation as follows:

- The Foundation is just closing its fiscal year end to December 31, 2018. The final year-end numbers are being reconciled and final fundraising totals are not yet

available. However, as of November 30, 2018, the Foundation had raised a record high of over \$715,000.

- The Beyond 49 campaign goal is tracking well and an annual report on the Foundation activities will be provided at the March Board meeting.
- The Foundation audit with KPMG is scheduled for February 11-15, 2019.
- The Foundation's Governance Committee has undertaken work to develop the first draft of a risk registry for the Foundation, which will be reviewed at the Foundation Board meeting on February 20th.
- Preparations are underway for the College's internal SOS (Support our Students) campaign that will launch on Thursday February 28th. The campaign will run the entire month of March.
- As a part of the Beyond 49 campaign, 49 Langaran nominations are now being accepted until March 31st. Please pass the word along as we look for amazing Langarans, who have had an impact on Langara or the community at large. More information is available on the Beyond 49 website.

12. CONSTITUENT GROUP REPORTS

There was no report.

13. VISITOR'S COMMENTS

There was no report.

14. NEXT MEETING AND ADJOURNMENT

14.1 Next Meeting

a. Thursday, March 28, 2019

It was noted that the next Board meeting will be held on Thursday, March 28, 2019.

14.2 Conclusion

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

THAT, the meeting be concluded at 6:03 p.m.

Carried Unanimously.