

- Present:** Stacey Edzerza Fox
Lenora Gates
Kwin Grauer
Peter Huron
Gerda Krause
- Jeff Lowe
Claude Painter
Jas Sandhu
Lane Trotter, President
- Regrets:** Zdenka Buric
Anthem Postnikoff
- Vanessa Reakes
- Employee Resources:** Ian Humphreys, Vice-President, Strategic Planning and Business Development
Vivian Lee, Director, Financial Services
Brad O'Hara, Provost and Vice-President, Academics and Students
Viktor Sokha, Vice-President, Administration and Finance
- Constituent Groups:** Cheryl McKeeman, Representative, Langara Faculty Association
Kristine Nellis, Representative, CUPE Local 15/VMECW
- Guests:** Jonathan Chan, Student Director, Film Arts Program
Gary Fisher, Instructor, Film Arts Department
Julie Longo, Dean, Faculty of Arts
Garwin Sanford, Coordinator, Film Arts Department
Catherine Weller, Student Actor, Film Arts Program
- Recorder:** Diana Falcon, Executive Assistant to the Board of Governors

Prior to the start of the meeting, Brad O'Hara introduced Julie Longo, Dean, Faculty of Arts who welcomed faculty and students of the Film Arts Program who made a presentation on "Unlock the Vault 2015". Gary Fisher, Instructor, Film Arts Department and Garwin Sanford, Coordinator, Film Arts Department described the Film Arts Program as an intensive eight-month program for aspiring actors, writers and directors who learn about the principles of film production, industry practices, and career preparation from instructors who are working professionals. They showed the film "Glass Eyes" which won the Achievement in Directing Award, adjudicated by a panel of industry professionals, and an honorable mention for Cinematography, with Chris LaSuisse as Director of Photography. Catherine Weller won the Achievement in Acting Award from the same panel. The film was received with a round of applause and Board Members thanked the faculty and students and commented that the film was of very high quality and well done. Students Jonathan Chan and Catherine Weller answered Board Members questions and distributed at the table a copy of "Unlock the Vault 2015" dvd, program, and Film Arts at a glance brochure.

[It was noted that J. Chan, G. Fisher, G. Sanford and C. Weller left the meeting at 5:05 p.m.]

1. MUSQUEAM LAND ACKNOWLEDGEMENT

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 hə́m̓"əmi"ə" (hun ga mi num) speaking xʷm̓əθk ʷəy'əm (Musqueam), on which Langara College is located.

2. WELCOME TO NEW BOARD MEMBER

2.1 Lenora Gates

K. Grauer welcomed new Board Member, Lenora Gates who was appointed for a one-year term effective July 31, 2015. L. Gates outlined her background and offered insights into her interest in serving on the Board. K. Grauer advised that her oath of office had been administered during her orientation session.

3. WELCOME TO NEW VICE-PRESIDENT, ADMINISTRATION AND FINANCE

3.1 Viktor Sokha

L. Trotter welcomed Viktor Sokha, new Vice-President, Administration and Finance who started with the College on September 8, 2015. V. Sokha outlined his background and thanked the College for the opportunity to work with such a dynamic team.

4. CALL TO ORDER AND CHAIR'S REMARKS

There being a Quorum present, the Board Chair called the meeting to order at 5:05 p.m. He conveyed regrets from those unable to attend, and welcomed guests Julie Longo, Dean, Faculty of Arts, and Cheryl McKeeman, representing the Langara Faculty Association in Lynn Carter's absence.

5. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved by P. Huron, seconded by J. Lowe and unanimously resolved:

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

- 5.1 Minutes of the Public Meeting held June 25, 2015 – Approved
- 5.2 Chair's Written Report – Acknowledged
- 5.3 President's Written Report – Acknowledged
- 5.4 Langara Students' Union Audited Financial Statements for Fiscal Year ending April 30, 2015- Acknowledged
- 5.5 Board Calendar 2015-2016 – Acknowledged

6. CHAIR'S VERBAL REPORT

The Board Chair advised that he had attended the Studio 58 50th Anniversary event on September 12, 2015. He noted that it was a stellar event and that Vancouver Mayor Gregor Robertson was in attendance and proclaimed September 12, 2015 Studio 58 Day.

7. PRESIDENT'S VERBAL REPORT

L. Trotter provided a verbal report on the following:

- Jacob Cutts, student-elected Board Member has resigned from the Board effective September 7, 2015. Jacob was not able to attend the September Board meeting but his service will be acknowledged at the November Board meeting. Elections are currently underway for student representatives with results being announced by October 9, 2015.
- L. Trotter has been elected Chair of BC Colleges Council of Presidents for a two-year term effective September 15, 2015. The role of BC Colleges is to act as an organization to coordinate system initiatives with other post-secondary institutions and act as an advocacy body for the college system.
- The first annual Board Academy will be held on October 2nd from 2-6 pm at the College. It is an opportunity for retired board members to mix and mingle and receive an update on the College. A Board Alumnus commemorative pin will be given to each retired board member.
- L. Trotter highlighted a handout of the Association of Governing Boards John W. Nason Award that recognizes and celebrates boards that advance higher education. The Board Governance and Nominating Committee has reviewed the criteria and recommends that an application be submitted nominating the Langara College Board for this award. L. Trotter will complete the nomination package which will include up to a five-page narrative describing the significant role the board has played in shaping the institution by the deadline of October 31, 2015.
- L. Trotter advised that this is B. O'Hara's last Board meeting as he has resigned effective September 30, 2015. L. Trotter thanked Brad for his leadership, professionalism and coordination of the College's first ever Academic Plan. The Board reciprocated with a round of applause.

[It was noted that C. Painter arrived at 5:14 p.m.]

8. COMMITTEE REPORTS

8.1 New Building Task Force

a) Minutes of Meeting held August 20, 2015

Acting as Chair of the New Building Task Force at the meeting held August 20, 2015, J. Lowe highlighted the minutes of the meeting attached to the agenda for information. He advised that the Committee received a Project Status Report dated July 20, 2015 and the building remains on schedule for opening in September 2016. He further advised that the committee received a budget review as of June 30, 2015 and noted a significant number of pending change orders that are not expected to exceed contingency. In response to a Board Member's question, it was noted that it is not possible to provide a list of what the change orders are at this time as the Director of Facilities is working with the architects and construction company to decrease the number of change orders required.

He further noted that a budget adjustment of \$1M was made to cover Information Technology items that were not included in the original budget. It was speculated that IT items were not included when the budget was initially established with the assumption that a budget would be determined at a later phase of the project. This adjustment will not result in an additional cost to the college as the required \$1M can be funded by Ministry funding and monies reallocated from another technology capital project. Information will be provided in response to a Board Member's question as to what the technology capital project was that the monies were reallocated from.

8.2 Governance and Nominating Committee

a) Minutes of Meeting held September 16, 2015

The Chair of the Governance and Nominating Committee (GNC) reported on the minutes of the meeting held September 16, 2015, distributed at the table for information (a copy is attached to these minutes) and highlighted the following:

- The Chair reviewed the work plan which was distributed at the table for information.
- The GNC recommended that Policy #465 – Protected Disclosure be revised to address the issue of anonymous correspondence. The GNC will revise the wording on the policy and present it to the Board for approval at a future board meeting.

The GNC recommended that Policy #435 – Evaluation of the President’s Performance be revised to align with the President’s College contract which states that an evaluation would be done at the end of the first year. It was also recommended that evaluations occur every two years thereafter as three years is too long and does not align with renewal of the President’s contract at the five-year mark. Copies of the recommended changes were provided in a red-lined document distributed at the table.

It was moved by S. Edzerz Fox, seconded by J. Lowe

THAT, under Item 2.1, the sentence be changed to read:

“Formal Presidential performance review will occur at the end of the first year and then every two years thereafter.”

Carried Unanimously.

- In response to a query as to why elections of Board officers were now being held in-camera, the GNC recommended that Bylaw #201 – Officers of the Board and Elections be changed to remove reference to elections being held in-camera. Copies of the recommended changes were provided in a red-lined document distributed at the table.

It was moved by S. Edzerza Fox, seconded by P. Huron

THAT, under Election Process, the first sentence be changed to read “Officers are elected during regular Board meetings . . .”

Carried Unanimously.

The Board Chair advised that the election of the two Board Vice-Chair positions is currently scheduled to be held at the in-camera session. Considering the change to Bylaw #201, he asked if the Board would like to hold the elections at the public session, and the Board agreed. Therefore,

It was moved by C. Painter, seconded by J. Sandhu

THAT, the agenda be adjusted to add Item 8.3 Election of Board Vice Chairs.

Carried Unanimously.

- The GNC recommended that Bylaw #203 – President and Officers of the College be revised to remove the paragraph that states that “*the Board shall appoint by resolution the Vice-President, Administration and Finance*”. This item is now outdated since the College and Institute Act has been updated and identifies the President as the sole employee of the Board. Copies of the recommended changes were provided in a red-lined document distributed at the table.

It was moved by S. Edzerza Fox, seconded by C. Painter

THAT, the paragraph referencing the appointment of the Vice-President, Administration and Finance be removed.

Carried Unanimously.

- The GNC is in the process of securing the services of a consultant to review the Board manual to update it, make it relevant, and get rid of redundancies and inconsistencies. Work on the Board manual should start sometime in the next year.
- The GNC reviewed the Draft Board Assessment Tool developed by a consultant and changes were recommended. A final draft document will be presented to the Board at its November meeting.
- The GNC reviewed the Board Committee Membership document distributed at the table and recommended that the Board confirm the membership. It was noted that a vacancy on the Audit and Finance Committee is in the process of being filled.

It was moved by S. Edzerza Fox, seconded by J. Lowe

THAT, the Board confirms the Board Committee Membership as presented.

Carried Unanimously.

8.3 Election of Board Vice Chairs

The Board Chair reminded Board Members that the election of the Board Vice Chairs will occur in the public session of the meeting to align with the change made to Bylaw 201 – Officers of the Board and Elections. He also advised that the Bylaw states that election of Officers shall be convened by the President.

With L. Trotter as Chairperson, the election for the positions of First Vice Chair and Second Vice Chair took place. L. Trotter advised that Z. Buric nominated J. Lowe as First Vice Chair, and J. Lowe nominated S. Edzerza Fox as Second Vice Chair. Each accepted their nomination. L. Trotter called for nominations or expressions of interest three more times. There being no further nominations or expressions of interest, J. Lowe was declared First Vice Chair and S. Edzerza Fox was declared Second Vice Chair by acclamation for a one-year term effective September 24, 2015.

L. Trotter congratulated J. Lowe and S. Edzerza Fox, thanked them for their leadership and commitment to the Board and College, and turned the meeting back to the Board Chair.

9. FOR INFORMATION/DISCUSSION

9.1 Financial Update to June 30, 2015

V. Sokha highlighted his memo attached to the agenda which provided a financial update for the First Quarter ended June 30, 2015.

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 the Meeting held on June 23, 2015

The Education Council Chair elaborated upon the summary report of the meeting held on June 23, 2015 attached to the agenda for information.

It was moved by C. Painter, seconded by J. Lowe

THAT, the Education Council Summary Report for the meeting held on June 23, 2015 be received for information.

Carried Unanimously.

11. BOARD MEMBERS' REPORT

There was no report.

12. CONSTITUENT GROUP REPORTS

There was no report.

13. VISITORS' COMMENTS

There was no report.

14. NEXT MEETING AND ADJOURNMENT

14.1 Next Meeting

Board Members were reminded of the **Board Retreat** scheduled for **Friday, October 23, 2015**.

The next Board of Governors meeting is scheduled for **Thursday, November 26, 2015**.

14.2 Adjournment

There being no further business, the Chair adjourned the meeting at 5:58 p.m.

Kwin Grauer
Chair, Board of Governors
Langara College

Lane Trotter
President and CEO
Langara College