

**LANGARA COUNCIL**  
**Minutes of a Meeting**  
**held on Wednesday, November 1, 2023**  
**at 1400 hours in Boardroom B141**

**Participants:**

Patricia Aroca-Ouellette  
Pauline Greaves Aylward  
Darren Bernaerdt  
Jacqueline Bradshaw  
Paula Burns, Chair  
Connie Chong  
David Cresswell\*  
Spencer Dane (regrets)  
Sandra Enns (regrets)  
Nora Franzova  
Marianne Gianacopoulos

Graeme Joseph  
Susan Kelsall (regrets)  
Michael Koke  
Gerda Krause  
Gurbax Leelh  
Julie Longo\*  
Tess MacMillan (regrets)  
Pouyan Mahboubi  
Jane Mason  
Wanda Pierson (regrets)  
Suzanne Rackover

Melissa Roberts  
Debbie Schachter  
Jamie Spray  
Ann Syme  
Kathy Tran  
Yusuf Varachia  
Pablo Vargas  
Joy Walcott-Francis  
Rosi Woodley

\* non-voting

**Guests:**

Eileen Chin, Director, Financial Services  
Maggie Ross, director, Student Conduct & Academic Integrity  
Justin Yau, Deputy Chief Information Officer  
Raymond Yeung, Associate Director, Ancillary Services

**Recorder:**

Alice Hsu, Executive Assistant to the President

**1. WELCOME, INTRODUCTIONS AND LAND ACKNOWLEDGEMENT**

P. Burns acknowledged that Langara College is located on the unceded traditional territory of the Musqueam people, introduced new Council member J. Bradshaw (Acting Dean, Faculty of Social Sciences & Community Programs for the remainder of the calendar year), P. Mahboubi (new Provost and Vice-President, Academic), and K. Tran (new CUPE Representative), thanked M. Heldman (former Provost and Vice-President, Academic) and S. Brouse (former CUPE Representative) for their service to the Council, and welcomed all the guests in attendance.

**2. APPROVAL OF AGENDA/CONSENT AGENDA**

- a) Draft Minutes of the Meeting held on May 23, 2023
- b) IT Update
- c) Summary Report of the May 23, 2023 Education Council Meeting
- d) Summary Report of the June 20, 2023 Education Council Meeting
- e) Summary Report of the September 19, 2023 Education Council Meeting

P. Burns advised that the presenter for agenda item 4. e) had advised that she would need to exit the meeting earlier and requested that her item be moved up to 4. a).

It was moved by A. Syme, seconded by S. Rackover:

**THAT, the Langara Council approve the agenda with the proposed changes, the consent agenda, and acknowledge receipt of the consent agenda materials for information.**

**Carried Unanimously.**

**3. BUSINESS ARISING**

No items were raised.

**4. NEW BUSINESS**

**a) Copyright Policies: Revised Policy B5003 – Copyright Compliance, and Repeal of Policy B1013 – Fair Dealing and Policy E4003 – Library Copyright**

S. Rackover advised that the consultation process for revising the copyright-related policies started after the Supreme Court basically decided in 2022 that we were no longer required to pay Access Copyright licensing fees. She noted that Copyright Fair Dealing applies to everyone across the College, including students, and making it more of a guideline instead of a policy would help foster flexibility and stakeholder engagement. The revised policy B5003 Copyright Compliance covers everything at the institution, and there is no reason to have a separate policy for the library. Hence, policy E4003 Library Copyright is being recommended for repeal.

Discussions ensued. S. Rackover answered a member's about guidelines vs a policy and noted the recommendation to add links to some of the resources, such as the Copyright Act., mentioned in the policy.

It was moved by S. Rackover, seconded by D. Schachter:

**THAT, the revised Policy B5003 Copyright Compliance be recommended to the President for approval, and Policy B1013 Fair Dealing and Policy E4003 – Library Copyright be recommended to the President for repeal.**

**Carried Unanimously.**

**b) Repeal of Policy E6001 – Bookstore Discounts and Policy E6002 – Bookstore: Charges by Departments**

R. Yeung advised that he had reviewed Policy E6001 and E6002 with the Bookstore team. It was recommended that these policies be repealed rather than being updated as they were quite outdated, not reflecting current practices, and the information in these policies was mostly procedural, prone to be updated from time to time. The plan is to convey the information maybe as a FAQ on the College's website.

It was moved by N. Franzova, seconded by P. Aroca-Ouellette:

**THAT, Policy E6001 – Bookstore Discounts and Policy E6002 – Bookstore: Charges by Departments be recommended to the President for repeal.**

**Carried Unanimously.**

**c) Revised Policy B5002 – Computer and Computing System Use**

J. Yau advised that the main changes were adding sections 3.3 and 3.5 to provide clarification for incidental personal use and adding sections 3.6 and 3.7 about mandatory cyber security training.

Discussions ensued about the accountability for completing the mandatory cyber security training and it was suggested that some steps be added to the procedures document to help enforce the completion of the mandatory cyber security training.

It was moved by M. Gianacopoulos, seconded by N. Franzova:

**THAT, the revised Policy B5002 – Computer and Computing System Use be recommended to the President for approval.**

**Carried Unanimously.**

[J. Yau exited the meeting at 2:24 p.m.]

**d) Revised Policy C3001 – Procurement**

E. Chin advised that Policy C3001 was last reviewed in 2017. Besides renaming the policy from *Purchasing* to *Procurement* to better reflect its purpose, the main change was to add a definition for Sustainable Procurement and create a set of new sustainable procurement procedures. Finance and Facilities worked together for this initiative as the College currently holds a STARS (Sustainability Tracking, Assessment & Rating System) silver rating from the Association for the Advancement of Sustainability in Higher Education (AASHE) and reviewing our policy for sustainable procurement was one of the aspirational goals.

E. Chin noted that some links in the procedures document were broken and they would be fixed before being posted online. She also noted that this revision was focused on sustainability, and her goal was to review the policy through the Equity, Diversity, and Inclusion lenses next.

Discussions ensued. M. Koke and E. Chin noted some suggestions for creating a sustainable proposal policy, and taking the product life cycle into consideration as it was mentioned in the policy but not followed through in the procedures.

It was moved by G. Krause, seconded by M. Gianacopoulos:

**THAT, the revised Policy C3001 – Procurement be recommended to the President for approval.**

**Carried Unanimously.**

**e) Revised Policy B3009 – Sexualized Violence Response**

M. Ross advised that it is required by the legislation that this policy be reviewed every three years. The work was done through a working group of twelve people and the consultation process included various stakeholders across the College community in the last four months. She highlighted the changes made to the policy and noted that the policy title was changed from *Sexual Violence or Misconduct* to *Sexualized Violence Response* to better reflect its

purpose, anonymous disclosure is now permitted, and the procedures have also been updated accordingly.

Discussions ensued and it was proposed that section 3.4.3 be changed from “...the College does not have the ability to follow up...” to “...*may* not have the ability to follow up ....’

It was moved by M. Gianacopoulos, seconded by P. Greaves Aylward:

**THAT, the revised Policy B3009 – Sexualized Violence Response, with the proposed change to section 3.4.3, be recommended to the President for approval.**

**Carried Unanimously.**

[M. Ross exited the meeting at 2:40 p.m.]

#### **5. PRESIDENT'S UPDATE**

P. Burns advised that, besides her president's update email, she also provides an update for every Board meeting and the information is also available to everyone. She then spoke on the following strategic priorities topics:

- The EDI Survey has recently closed, and the analysis is underway.
- A Memorandum of Agreement with Musqueam is being finalized and expected to be signed soon.
- VP Varachia's team is working on the partnership and supporting applied research fronts.

P. Burns invited M. Koke to speak about the College's Campus Master Plan and the work that will be undergoing in the next few months, and they answered a member's question about the park between the College and the YMCA.

#### **6. ANY OTHER BUSINESS**

No items were raised.

There being no further business, the meeting was adjourned at 2:51 p.m.