

BOARD OF GOVERNORS
Minutes of a Public Meeting
held on Thursday, May 17, 2012
in Room C408 beginning at 1805 hours (6:05 p.m.)

Present: David Bowra
Zdenka Buric
Ross Clark
Dennis Dineen, Chair
Gerda Krause
Anne Lippert, Vice-Chair
Teresa Lu
Brian McGibney
Muneori Otaka
David Ross, President

Regrets: Kwin Grauer
Megahn McCarthy
Mark Smith

Staff: Roy Daykin, Vice-President, Administration and Finance
Deanna Douglas, Vice-President, Enrolment Management
Ian Humphreys, Associate Vice-President, Student Development and Marketing
Korena Jang, Manager, Executive and Board Operations
Ken Jillings, Associate Vice-President, Human Resources

Visitors: Diane Bradley, Division Chair, Health Sciences
Raymond Chow, Chair, Langara College Administrators' Association
Barry Coulson, Director, Finance
Gray Giovannetti, Representative, Langara Faculty Association
Margaret Heldman, Dean, Faculty of Sciences
Julie Longo, Dean, Faculty of Arts
Ian McBain, Dean, Faculty of Social Sciences and Management
Mehdi Nathoo, Associate Director, Finance
Doug Soo, Continuing Studies

Recorder: Diana Falcon, Executive Assistant, Executive Office

1. APPROVAL OF THE AGENDA

It was moved by A. Lippert, seconded by D. Bowra
THAT, the Agenda be approved.

Carried Unanimously.

2. APPROVAL OF THE MINUTES and BUSINESS ARISING

a) Minutes of the Meeting held on March 29, 2012

It was moved by B. McGibney, seconded by R. Clark
THAT, the Minutes of the Langara College Board Public Meeting
held on March 29, 2012 be approved.

Carried Unanimously.

D. Dineen noted that A. Lippert, B. McGibney, and M. Otaka, will attend the ACCC Conference being held in Halifax, Nova Scotia from May 26-29, 2012.

3. CHAIR'S REPORT

a) Community Connections

D. Dineen reviewed the activities as noted in the Community Connections memo attached to the agenda.

D. Dineen announced that the Board Evaluation, as mandated under Board Policy 400, has been completed and the results have been distributed. Discussion on the results will take place at the in-camera session.

He further noted that Convocation Ceremonies will be held on June 6 and 7, 2012. K. Grauer and A. Lippert will attend and bring greetings on behalf of the Board.

4. PRESIDENT'S REPORT

D. Ross referenced his memo dated May 10, 2012 attached to the agenda which highlighted College events that occurred in April and May 2012.

D. Ross provided information on the following:

- I. McBain has been appointed as Interim Dean, Faculty of Social Sciences and Management;
- M. Heldman introduced D. Bradley as the new Division Chair, Health Sciences, replacing Ajay Patel who has assumed the role of Director, International Education;
- enrolments are strong for 2012 with a slight shift between international and domestic;
- applications for the summer term are up slightly from previous year;
- applications for the fall term are strong and in line with budget projections;
- Ministry highlights: over the next year we should expect further downloading by government and further funding cuts as scheduled under current budget projections for 2013/14 and 2014/15 that were highlighted in the February 2012 provincial budget. Updates will be provided as they become available;
- Provincial highlights: change and rearrangement with the Ministry continues and has accelerated in recent months but mostly along regional lines; awaiting clarification of a capital program to support the sustaining of existing government investments in the 2012 budget;
- Langara has seen a substantial increase in retirements in 2012 with 24 recently announced;
- Dawn Palmer will join Langara as Associate Vice-President, Human Resources on July 1, 2012;

As two senior members of the institution who have worked very closely with the Board, K. Jillings and D. Soo were thanked for their service, hard work, and years of dedication and were presented with gifts on behalf of the Board.

In closing, D. Ross announced that D. Douglas will be retiring in the fall of 2012. That transition will begin over the coming months starting with the immediate posting of the Vice-President, Administration and Finance position.

5. COMMITTEE REPORTS

D. Dineen reminded Board Members of the role of the Coordinating Committee to make decisions on behalf of the Board when there is not sufficient time to present the item to the entire board.

a) Board Coordinating Committee

- Meeting held on April 11, 2012

D. Dineen highlighted the minutes of the meeting held on April 11, 2012 attached to the agenda noting that the Board Coordinating Committee approved the Agreement for School Community Counsellor Training between the Government of Nunavut and the College. D. Soo provided background information on the agreement to new Board members.

- Meeting held on April 13, 2012

D. Dineen highlighted the minutes of the meeting held on April 13, 2012 attached to the agenda noting that the Board Coordinating Committee approved his signature to be affixed on the Government Letter of Expectations (GLE) which was required by the end of April. The GLE is the agreement between Government and the College that identifies the roles and responsibilities of each. As requested by Government, upon the Minister's signature, a copy of the GLE will be posted to the websites for both the College and the Ministry.

b) Audit Sub-Committee

- Meeting held on May 7, 2012

R. Clark highlighted the minutes of the meeting held on May 7, 2012 noting that the Audit Sub-Committee met with the KPMG Auditors and reviewed the Audited Financial Statements, and the Audited Findings Report and Management Letter. He noted that items have been addressed as outlined in the Management Letter.

R. Daykin noted that there were no internal control issues or deficiencies and there were four process improvement issues which are being addressed as opportunities for improvement. He further noted that year end went smoothly.

B. Coulson provided comments and highlights of major variances throughout the year. He noted that this will be the last time the financial statements will be presented in this format as government requires institutions to move to the Public Sector Accounting Board (PSAB) format in the fall.

In response to a Board Member's query, R. Clark noted that a presentation will be made to the Audit Subcommittee on the new PSAB requirements once the templates have been finalized. All members will be invited to attend the meeting.

Discussion ensued and Board Members' questions were addressed.

R. Clark conveyed appreciation to the members of the Finance team and KPMG who met the compressed deadline as delineated by government.

6. FOR APPROVAL

a) Approval of Audited Financial Statements

It was moved by R. Clark, seconded by M. Otaka
THAT, the Financial Statements of Langara College for the year ended March 31, 2012 be approved.

Carried Unanimously.

b) Receipt of Management Letter

It was moved by R. Clark, seconded by D. Bowra

THAT, the Management Letter be received.

Carried Unanimously.

7. FOR INFORMATION

a) Notice of Election for the Position of Board Chair

D. Ross reminded Board members of the process for nomination and election for Board Chair to be held at the June Board Meeting.

D. Ross noted receipt of a letter from the Ministry of Advanced Education regarding the passing of Bill 18 and its relation to the governance of public post-secondary institutions. He highlighted the effect this would have on the elected members of the College Board.

b) FTE Enrolment Report for the Year Ended March 31, 2012

R. Daykin presented the FTE Enrolment Report for the Year ended March 31, 2012 attached to the agenda for information.

In response to a Board Member's question, R. Daykin noted that future FTE Enrolment Reports will record programs as individual programs currently identified under Arts and Sciences once they are separated in the new Banner system.

8. EDUCATION COUNCIL REPORTS

a) Report of the Meeting held on March 20, 2012

G. Krause highlighted the summary report of the Education Council meeting held on March 20, 2012 attached to the agenda and noted a number of new courses and program changes. She noted that the Computing Science program underwent an extensive review and the name of the program was changed to reflect current practices and expectations. Also, nine credentials were removed due to low enrolment. She further noted that Continuing Studies provided a list of programs that are offered currently or imminently under service contracts.

G. Krause invited M. Heldman to present a summary of the new program on Bioinformatics that was presented as part of the February Education Council Meeting report which went to the board at the March meeting and has since been posted to a Ministry website for feedback and is now ready for formal approval. M. Heldman highlighted M. Gerson's memo distributed at the table (a copy is attached to these minutes) and provided the background to the program noting that it is a repackaging of an existing course into a new credential.

It was moved by D. Dineen, seconded by R. Clark

THAT, the following two-year programs and credentials be offered, as recommended by Education Council on March 29, 2012:

- i. Diploma in Bioinformatics;**
- ii. Diploma in Bioinformatics, Co-operative Education;**
- iii. Associate of Science Degree in Bioinformatics; and**
- iv. Associate of Science Degree in Bioinformatics, Co-operative Education**

Carried Unanimously.

9. BOARD MEMBERS' REPORT

Nil.

10. CONSTITUENT GROUP REPORTS

Nil.

11. VISITORS' COMMENTS

Nil.

12. NEXT SCHEDULED BOARD MEETING

The next Board of Governors meeting is scheduled for **Thursday, June 21, 2012.**

There being no further business, the meeting adjourned at 1854 hours (6:54 p.m.)

Dennis Dineen
Chair, Board of Governors
Langara College

David Ross
President and CEO
Langara College