

BOARD OF GOVERNORS
Minutes of a Public Meeting
held on Thursday, January 27, 2011
in Room C408 beginning at 1800 hours (6:00 p.m.)

Present: David Chiang
Laura Cullen
Sarj Dhaliwal
Dennis Dineen, Chair
Anne Lippert
Megahn McCarthy
Brian McGibney
David Ross
Mark Smith
Lee Van Wagoner

Regrets: Ram Al Aghbar
Zdenka Buric
Ross Clark
Bruce Falstead

Staff: Deanna Douglas, Vice-President, Administration and Finance
Martin Gerson, Vice-President, Academic and Provost
Ian Humphreys, Acting Associate Vice-President, Student Development and Marketing
Korena Jang, Manager, Executive and Board Operations
Ken Jillings, Director, Human Resources
Doug Soo, Dean, Continuing Studies

Visitors: Lynn Carter, President, Langara Faculty Association
Roy Daykin, Associate Vice-President, Administration and Finance
Peter Huron, Representative, CUPE Local 15 – VMECW
Joanne Rajotte, Chair, Langara College Administrators' Association
Linda Sum, Coordinator, Human Rights

Recorder: Diana Falcon, Administrative Assistant, Executive Office

D. Ross welcomed Linda Sum, Coordinator, Human Rights noting that she will be presenting the annual report of the Human Rights office. D. Douglas introduced Roy Daykin, Associate Vice-President, Administration and Finance who commenced his position on December 8, 2010.

1. APPROVAL OF THE AGENDA

It was moved by S. Dhaliwal, seconded by B. McGibney

**THAT, the Agenda be approved with the following changes:
move Item 6a to Item 4, and realign remaining items.**

Carried Unanimously.

2. APPROVAL OF THE MINUTES

It was moved by A. Lippert, seconded by M. McCarthy

**THAT, the Minutes of the Langara College Board Public Meeting
held on November 25, 2010 be approved.**

Carried Unanimously.

3. CHAIR'S REPORT

a) Community Connections

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

b) ACCC Annual Conference – June 5-7, 2011

D. Dineen highlighted his memo attached to the agenda noting that the Association of Canadian Community Colleges (ACCC) 2011 Conference will be held in Edmonton, Alberta, June 5-7. Governors wishing to attend were invited to contact D. Falcon to identify their interest.

4. PRESIDENT'S REPORT

a) Human Rights Office – Annual Report for 2010

L. Sum highlighted her report attached to the agenda and provided a brief summary of the Human Rights process at the College.

It was noted that L. Sum left the meeting at 1810 hours (6:10 p.m.).

b) President's Report

D. Ross highlighted Langara's advertisement profile in the January 2011 issue of BC Business Magazine noting that copies were in members folders at the table.

D. Ross referenced his memo dated January 20, 2011, attached to the agenda which highlighted College events that occurred December 2010 to January 2011. He made special note of the Seijin Shiki (Japanese Coming of Age) Ceremony and encouraged members to attend this annual event.

D. Ross provided an update on spring enrolment noting an increase of 3% over the previous year and the highest ever recorded. He acknowledged the work of Langara faculty and commended their collective efforts.

D. Ross noted that over 30 submissions have been received for the Innovation Fund that was launched in the fall and that proposals included a very broad cross-section of ideas. Successful applicants will be announced by the end of February 2011.

D. Soo announced that Langara has been selected to partner with the Nunavut Department of Education in the development of a School Community Counsellors Training Program for the Territory of Nunavut. The program will serve counsellors in 40 schools and will be developed in consultation with the Nunavut Department of Education. D. Soo acknowledged the college's strong proposal to the Expression of Interest and the collaborative work of Lynn Carter, representing the Social Service Worker Department, Larry Railton, representing Aboriginal Services, and Continuing Studies.

M. Gerson noted that six public post-secondary institutions (UBC, SFU, Emily Carr, BCIT, VCC and Langara) are participating with the City of Vancouver in its City Campus Collaboration (C3) greenest city initiative. The goal is to make Vancouver one of the most environmentally sustainable cities in the world by 2020. A formal MOU signing will be announced in the near future and information will be provided as it becomes available.

D. Ross noted that of the 85 Irving K. Barber scholarships awarded across the province, 18 went to Langara students. The \$5,000 scholarships assist students transferring from college to university.

D. Ross provided updates on the 2010 community report; provincial budget; copyright access; and noted that current student and former student governor Colin Smith will be presenting at the ACCC Metropolitan Colleges Symposium on February 10-11.

In response to a Board member's question regarding the reported number of students in the Nursing program unable to gain employment upon graduation, M. Gerson noted that job opportunity challenges are more so the case for positions within the local health authorities. It was also noted that applications to the program have been suspended as the program completes a review of its attrition rates.

5. COMMITTEE REPORTS

a) Board Coordinating Committee - Minutes of a Meeting held on December 17, 2010

D. Dineen reminded board members that the function of the Coordinating Committee is to make decisions on behalf of the board where the matter is urgent and not of sufficient substance to call a full emergency meeting of the board.

D. Dineen highlighted the minutes of the Board Coordinating Committee meeting held on December 17, 2010, attached to the agenda, noting that the Committee reviewed the Third Quarter Financial Forecast and approved its submission to the Ministry.

b) Administration and Finance Committee - Minutes of the Meeting held on January 24, 2011

S. Dhaliwal presented the minutes of the Administration and Finance Committee meeting held January 24, 2011 distributed at the table (a copy is attached to these minutes). She noted that discussion is ongoing regarding credit card payment for tuition and an update will be presented at a future meeting. She provided a summary of the Audit Subcommittee meetings held on December 8, 2010 and January 6, 2011 noting the appointment of a new auditor, KPMG LLP.

S. Dhaliwal noted the proposal for a tuition fee increase and amendment to ByLaw 204: Fees and Charges for Instruction and highlighted the process as outlined in the minutes distributed at the table.

It was moved by S. Dhaliwal, seconded by D. Chiang

THAT domestic tuition fees for University Transfer, Career/Technical and Vocational be increased to \$84.90 per credit, and upper division fees be increased to \$110.35 per credit effective May 1, 2011; and

THAT Bylaw 204: Fees and Charges for Instruction be amended accordingly.

Carried Unanimously.

It was noted that international tuition fees are not governed by legislation and that a tuition fee increase to \$525 per credit is being considered.

S. Dhaliwal highlighted the signing authority limits as captured in the minutes distributed at the table noting that a document outlining the cheque signing process and signing authority limits will be presented to the Committee at a future meeting.

It was moved by S. Dhaliwal, seconded by B. McGibney

THAT, the Banking Resolution – Signing Authorities approved on February 24, 2005 be amended as follows:

THAT, any two of the following be authorized to arrange for payments, either by cheque, money order or electronically, from College's bank accounts:

**President;
Vice-President, Administration and Finance;
Associate Vice-President, Administration and Finance;
Director, Financial Services;
Associate Director, Financial Services;
Manager, Budgets and Planning;
Manager, Financial Accounting; and,**

THAT, any two of the following be authorized to execute any documents that the banks require from time to time including but not limited to General Banking Agreements, electronic banking agreements, and updated signing authorities due to personnel changes to the above positions:

**President;
Vice-President, Administration and Finance;
Associate Vice-President, Administration and Finance; and,
Director, Financial Services.**

Carried Unanimously.

S. Dhaliwal highlighted the request to increase the authorized limit for credit facilities as described in the minutes distributed at the table.

It was moved by S. Dhaliwal, seconded by A. Lippert

THAT, the Banking Resolution – Credit Facilities approved on May 26, 2005 be amended as follows:

THAT, Langara College be authorized to establish credit facilities in the following amounts:

- i) \$250,000 Corporate Expense credit/purchasing card;**
 - ii) \$500,000 Revolving Demand;**
- with the Royal Bank of Canada and/or the Bank of Montreal, at an interest rate and terms to be arranged with the banks; and**

THAT, any two of the following be authorized to sign, on behalf of the College, the necessary promissory notes or other documents providing security to the banks in order to obtain the above-mentioned credit facilities:

**President;
Vice-President, Administration and Finance;
Associate Vice-President, Administration and Finance; and,
Director, Financial Services.**

Carried Unanimously.

6. EDUCATION COUNCIL REPORT

a) Report of the Meeting held on November 23, 2010

L. Cullen highlighted the summary report of the Education Council meeting held on November 23, 2010 attached to the agenda and noted a number of new courses and program changes.

b) Report of the Meeting held on January 18, 2011

L. Cullen highlighted the summary report of the Education Council meeting held on January 18, 2011 attached to the agenda noting that a revision to the draft Education Council Bylaws for a Curriculum Committee was presented and that the Council of Education Councils was renamed the "Academic Governance Council" in order to broaden the scope to include membership of the universities.

The Education Council Summary Reports for November 23, 2010 and January 18, 2011 were received for information.

7. BOARD MEMBER'S REPORT

Nil.

8. CONSTITUENT GROUP REPORTS

P. Huron reminded members of the Langara Gala event being held on February 25, 2011 and proceeds will support student bursaries. Tickets can be obtained through K. Jang.

9. VISITORS COMMENTS

Nil.

10. NEXT SCHEDULED BOARD MEETING

The next Board of Governors meeting is scheduled for **Thursday, March 31, 2011.**

There being no further business, the meeting adjourned at 1909 hours (7:09 pm).

Dennis Dineen
Chair, Board of Governors
Langara College

David Ross
President and CEO
Langara College