

**Board of Governors
Minutes of a Public Meeting
held on Thursday, May 28, 2020
beginning at 5:00 pm in the Board Room
and via Zoom Teleconferencing**

Present: Mary Lynn Baum Raza Mirani
Darren Bernaerd Ian Mass, Board Chair
Krisha Dhaliwal Rose Palozzi
Janelle Dwyer Melissa Roberts
Andy Dhillon Lane Trotter, President
Michal Jaworski

Regrets: Savita Rani

Employee Resources: Margaret Heldman, Acting Vice-President, Academic
Jane Mason, Vice-President, People and Culture
Viktor Sokha, Vice-President, Administration and Finance
Yusuf Varachia, Vice-President, External Development

Constituent Groups: Steven Brouse, Representative, CUPE Local 15/VMECW
Eleanor Clarke, Representative, Langara College Administrative Association
Scott McLean, President, Langara Faculty Association

Guest(s): Chris Arnold Forster, Director, Risk and Internal Controls
Gerda Krause, Dean, Faculty of Science
Nic Tsangarakis, Partner, Kwela Leadership and Talent Management

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 ga mi num) speaking x"məθk"əy'əmə (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 5:05 p.m. He conveyed regrets from those unable to attend, and welcomed all guests.

L. Trotter introduced and welcomed Acting Vice President, Academic, Margaret Heldman, who is filling in as a result of Ben Cecil's departure from the College. She has held the position of Associate Vice President, Academic, for several years and has been with the college for a long time so she knows the position well. The Board congratulated Margaret and wished her well in her new role.

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. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved by M. Jaworski and seconded by M. Roberts

THAT, the Langara College Board approve the agenda and approve/acknowledge the following items on the consent agenda with removal of item 4.2.b. COVID-19 Recovery Response for further discussion:

4.1 Minutes of Board Meeting held March 26, 2020 - Approved

4.2 President's Report - Acknowledged

a. Quality Assurance Process Audit (QAPA) Update - Acknowledged

4.3 Governance and Nominating Committee

a. Summary of Meeting held May 11, 2020 - Acknowledged

4.4 Education Council Reports - Received

a. Report of Meeting held March 24, 2020

b. Report Meeting held April 21, 2020 (plus the results of two extraordinary meetings held on April 15h and April 30th)

THAT, the Education Council Reports for the meetings held March 24 and April 21, 2020, plus two extraordinary meetings held April 15 and April 30, 2020, be received for information.

4.4 Notice of Election of Board Chair - Acknowledged

Carried Unanimously

4.2.b. COVID-19 Recovery Response

L. Trotter advised that the COVID-19 Recovery Response item was in the consent agenda in recognition of Board members time, but it was felt that this item should be removed for discussion to ensure that Board members are aware of what is happening in addition to the written report.

C. Arnold Forster, Director, Emergency Operations Centre (EOC) spoke to his memo attached to the agenda for information and provided an opportunity for questions. He highlighted the following from his memo:

- The EOC responded to a public health emergency.
- Operations of the EOC seemed to slow down due to how successful we were as a province in slowing down and controlling the spread of the virus.
- We are in recovery mode planning for Face to Face delivery in the Fall term with more people on campus.
- Our recovery efforts were being planned at the same time that the province publicized their BC Restart Plan. We had already spoken with employees throughout the

institution and decided upon a recovery framework that is flexible and responsive to the situation which remains fluid given the pandemic.

- The new EOC Recovery Team is an extended version of the previous EOC Team that includes many academic employees including Deans and Chairs. The focus has shifted from responding “to things” to planning “for things”. Consequently, the recovery plan has been reframed to have a greater amount of depth to instructional continuity and also to our student safety and support. COVID has and will continue to have a significant impact on all of the people in our community so we want to ensure that we follow up and seek input to minimize its impact and to look at how we can provide support for our employees and learners.
- During this recovery, the health and well-being of all of our employees and students is the number one priority that we are committed to and we are also regulated in that regard as well.
- We want to continue to provide a quality academic experience while at the same time recognizing that, and consistent with the frameworks in place, we minimize the impact to those areas that have been the most disadvantaged.
- This will be a vigorous, slow, no surprises approach consistent with the BC Provincial Restart Plan and Worksafe guidelines. We do not expect there to be any one particular perfect answer. We expect that there will be many imperfect answers that will keep us functioning as people do the best job they can under difficult circumstances.
- As a result of this, and after talking to our constituents and considering everything, we are proceeding with a primarily online approach for the fall semester, with a few components that need to be delivered face-to-face being considered. We are trying to identify how we can do the face-to-face component while we wait to see the provincial guidelines around our safety requirements under WorkSafe.
- We are working with all academic areas to prepare for this. They have provided us input on those components of courses that need to be face-to-face. We are currently working with them to look at spaces that will be used for those courses to ensure there is adequate physical distancing, mechanical barriers, or others methods of mitigating exposure. On May 27th we published our Exposure Control Plan which is a broad overarching plan around how we are going to approach idling operations and the risk of exposure within the college. Having stated that, even though we have our overall control plan, it is an overarching plan and we need to take into consideration each of those individual locations and the activities that are occurring and look how we support each of them. For example, the chemistry labs will likely be face-to-face because that is part of the articulation requirements with other institutions, and we have to look at how many people will fit into that location, what they will be doing, and how that works for the instructors. We walked through the scenario with the instructors and lab demonstrators to make sure, with all things considered, we know what the standards

are for that particular space. We will be documenting the results so that everyone is aware of the standards for each of those particular spaces.

- It is an ongoing effort and will involve more and more people in our community as we go through and look at each of these spaces. At this point, these are preliminary standards and we are still waiting for the standards that are being developed by the Ministry with the sector's input and we expect those sometime in June. When those are released, we may have to change things a bit to comply with the Ministry, but at least we are farther along the track so the future changes won't be as drastic. Also, by doing what we are doing right now we can also position ourselves for registrations to occur in a timely manner so we can welcome as many students back into the learning environment as we possibly can.
- There are approximately 90 people on the Recovery Team representing all areas of the College and we are currently trying to get more students involved in terms of distribution between all of our collective agreement partners, our contractors, and our administration, where there is heavy representation from all of those areas.

Discussion ensued and in response to Board Members questions, the following were noted:

- In the event that there is a second wave and we have to lock down again, we are asking those classes that have identified some face-to-face interaction to have a contingency (Plan B) in place in case we are shut down again in the fall. The number of courses that would be doing that are quite minimal as people have taken to heart the requirement to teach online with varying levels of comfort.
- International students are able to participate online and we are currently devoting a lot of effort to student inclusion and diversity. What we recognize is that there is going to be some significant challenges in the international area, specifically with those international students that might not be able to land in Canada or might not want to. That is something that is stopping them from registering and taking those courses and with the Immigration, Refugees and Citizenship Canada (IRCC) notifications, those students that do have Visas outside Canada are still able to take courses in Canada remotely and have that count towards their status in Canada.
- For students who may be disadvantaged in terms of connectivity, we did a survey during the EOC phase to determine what sort of capacity students had (i.e. internet connectivity, what kind of equipment, etc.). We identified that there is a digital divide for some students and although we do not have a clear answer for that right now we are operating knowing full well that there is a fairly significant proportion of students that have some challenges around online access. The team is looking at one potential solution but since we are not receiving any additional funding due to COVID, everything has to come out of our existing operating budget, we don't know what student enrolment will necessarily be, and we have to develop a good sound plan that is fiscally responsible as well. We do not have an answer specifically what we are going to

do but there has been some pretty innovative solutions that have been recommended as a result of this. Throughout this process and recognizing that there is some digital divide and that some students are still in Canada, we have maintained an open student computer lab for those students who are disadvantaged that way.

- L. Trotter advised that he was on a call earlier today with the Minister and the Deputy Minister along with the 24 other post-secondary Presidents, and the Minister indicated that the digital divide was one of the priorities they were working on. Whether it is post-secondary or K-12, if we are dealing with some form of distance education or if another wave of COVID comes up again, having that kind of access becomes critical. The challenge is that if students are out of the country, we may not have that same capacity to provide the access they need that we can inside the country. Because this has been raised by a number of post-secondary institutions, they are trying to find a solution. The timeline is unknown at this point but the Board will be kept apprised.
- International and domestic summer enrolment, compared to previous years, saw a slight increase in domestic students but resulted in a massive drop of 700 international students, mostly because they could not make it to Canada. Distance education was not provided for those students and when we were in the early response stage to the pandemic and the province was shutting down and travel restrictions were coming into place, we made the conscience decision to offer deferral to all 700 students. Effectively those registrations have been deferred to the fall semester and we are determining how many of them will attend, either virtually or in person. At this time, we do not know if travel restrictions will be in place for the fall semester, so we do not know what registration will look like. Currently our accepted application numbers are above what we normally have but it is uncertain what those applications will translate into.

The Board thanked Chris Arnold Forster for the hours he and his team have put into this, which is above and beyond expectations. He advised that he stands amongst giants on this team and encourages people to thank them personally as they do not receive enough recognition for their patience and understanding during these trying, ever-changing times.

5. CHAIR'S VERBAL REPORT

The Board Chair advised that since COVID-19 hit in early March, most of the events he was to attend have been cancelled so he does not have anything to report. He advised that he and the President have kept in touch on a weekly basis and with more formal briefings every few weeks.

6. PRESIDENT'S VERBAL REPORT

In addition to his written report attached to the agenda, the President provided the following verbal report to the Board:

- He expressed his gratitude and appreciation for the many people who work at the college – whether they are faculty, support staff, security personnel, maintenance

- staff, who have kept the institution running in these very unusual circumstances. Our faculty turned on a dime to finish the spring term starting on March 18th and made a successful term for our students. The amount of work people have done is substantial and verbal praises are not enough to thank the employees of this institution for keeping it running. Many of us are working hard and the days are no longer Monday to Friday and do what they need to do to keep the college running.
- A letter was distributed by BC Business Council on anti-racism, which Langara has signed, who felt that it was important to draw a line against racist acts and racism. This College is very public in expressing its values and therefore became a signatory to that document. J. Dwyer thanked the College on the public position they have taken on anti-racism as she has strong views on that.

7. BOARD MEMBER REPORTS

M. Jaworski advised that the Association of Governing Boards reached out to him to participate in a cyber-security session (which was cancelled) but he did his homework and advised that the college is ahead of the game on this issue and is heartened by the actions that have been taken to date.

He also advised that he participated in an AGB Council of Board Chairs and Presidents call where they discussed what it is that keeps them up at night. After hearing from 25 post-secondary institution Board Chairs and Presidents who advised that there are 17 things that keep them up at night, the biggest being the COVID situation that is all encompassing in that every part of the institution is affected by it in some way or another.

8. CONSTITUENT GROUP REPORTS

There was no report.

9. VISITOR'S COMMENTS

There were no comments.

10. NEXT MEETING

10.1 Thursday, June 25, 2020

The next Board of Governors meeting is scheduled for Thursday, June 25, 2020. Due to COVID-19, the meeting will be held via Zoom teleconference.

11. CONCLUSION

It was moved by M. Jaworski and seconded by A. Dhillon
THAT, the meeting conclude at 5:36 p.m.

Carried Unanimously.

Ian Mass
Chair, Board of Governors

Lane Trotter
President and CEO