

**Board of Governors
DRAFT Minutes of a Public Meeting
held on Thursday, September 24, 2020
beginning at 5:00 pm in the Board Room
and via Zoom Teleconferencing**

Present:	Mary Lynn Baum Darren Bernaerdt Krisha Dhaliwal Janelle Dwyer Andy Dhillon, Second Vice Chair Michal Jaworski, First Vice Chair Raza Mirani	Scott Murray Rose Palozzi Savita Rani Cole Rheaume Melissa Roberts Lane Trotter, President
Regrets:	Ian Mass, Board Chair	
Employee Resources:	Jody Gordon, Associate Vice President, Students 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 Scott McLean, President, Langara Faculty Association Terri Rear, Chair, Langara College Administrators' Association	
Guest(s):	Chris Arnold Forster, Director, Risk and Internal Controls Eileen Chin, Associate Director, Finance and Purchasing Julie Longo, Dean, Faculty of Arts Michael Koke, Director, Financial Services	
Recorder:	Diana Falcon, Executive Assistant to the Board of Governors	

Prior to the start of the meeting, it was noted that Michal Jaworski, First Vice Chair, would Chair the meeting in the absence of Board Chair, Ian Mass.

1. MUSQUEAM LAND ACKNOWLEDGMENT

M. Jaworski 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 ʔə (hun ga mi num) speaking xʷməθkʷəy̓əm (Musqueam), on which Langara College is located.

2. CALL TO ORDER

There being a Quorum present, M. Jaworski called the meeting to order at 5:00 p.m. He conveyed regrets from those unable to attend, and welcomed Terri Rear, new Chair of the Langara College Administrators' Association; Jody Gordon, new Associate Vice President, Students; and all guests.

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 meeting proceeded.

4. WELCOME TO NEW BOARD MEMBERS

- 4.1 Scott Murray
- 4.2 Cole Rheaume

M. Jaworski welcomed new Board Members Scott Murray and Cole Rheaume who were appointed to the Board effective July 31, 2020. Each Board member provided background information about themselves and their interest in joining the Board.

5. PRESENTATION TO DEPARTING BOARD MEMBER

5.1 Savita Rani

Due to COVID-19 and the need to social distance, expressions of appreciation and gratitude were conveyed virtually to student-elected Board member Savita Rani for her contribution to the Board's work over the last year. Savita thanked the Board for the opportunity to serve. She advised that she has completed her studies at Langara and is now in a Co-op placement at the College in the position of Health & Safety Heroes Coordinator. On behalf of the Board, M. Jaworski virtually presented her with a token of appreciation and she received a round of applause from the Board. It was noted that the Board office will arrange to have the gift delivered to her.

6. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved by J. Dwyer and seconded by R. Mirani

THAT, the Langara College Board approve the agenda and approve/acknowledge the items and motions on the consent agenda.

Carried Unanimously.

- 6.1 Minutes of Meeting held June 25, 2020 - Approved
- 6.2 Chair's Written Report - Acknowledged
- 6.3 President's Written Report - Acknowledged
- 6.4 Five-Year Capital Plan (2021-22 to 2025-26) - Approved
THAT, the Five-Year Capital Plan (2021-22 to 2025-26) be approved.
- 6.5 Q1 Financial Statements to June 30, 2020 - Acknowledged
- 6.6 Board Committee Appointments - Approved
 - a. **Audit and Finance Committee/Langara College Foundation**
THAT, the Board approve the addition of Scott Murray to the membership of the Audit and Finance Committee.
 - b. *THAT, the Board approve the reassignment of Michal Jaworski from the Audit and Finance Committee and to the assignment as Board Liaison to the Langara College Foundation.*
 - c. **Governance and Nominating Committee**
THAT, the Board approve the addition of Darren Bernaerd to the membership of the Governance and Nominating Committee.
 - d. **Indigenization Task Force**
THAT, the Board approve the retirement of Michal Jaworski from the membership of the Indigenization Task Force.

e. Institutional Funding Task Force

THAT, the Board approve the addition of Scott Murray to the membership of the Institutional Funding Task Force.

6.7 Confirmation of Remittances - Acknowledged

6.8 Langara College Foundation - Report to the Board - Acknowledged

7. ELECTION OF BOARD FIRST AND SECOND VICE CHAIRS

At 5:12 pm, the Board First Vice Chair (acting as Chair) handed over the Chair position to the President to hold the elections of the First Vice-Chair and Second Vice-Chair. The President highlighted By-Law 201, which outlines the process for elections of the Vice-Chairs.

7.1 Election of Board First Vice-Chair - nomination received for Michal Jaworski

The President advised that a nomination for Michal Jaworski for the First Vice-Chair position was received. He asked M. Jaworski if he is prepared to let his name stand. M. Jaworski agreed. L. Trotter asked for nominations/expressions of interest three more times. With no further nominations/expressions of interest, M. Jaworski was elected First Vice-Chair by acclamation for a one-year term effective October 1, 2020.

7.2 Election of Board Second Vice-Chair - nomination received for Krisha Dhaliwal

The President advised that a nomination was received for Krisha Dhaliwal for the position of Second Vice-Chair. He asked K. Dhaliwal if she is prepared to let her name stand. K. Dhaliwal agreed. L. Trotter asked for nominations/expressions of interest three more times. With no further nominations/expressions of interest, K. Dhaliwal was elected Second Vice-Chair by acclamation for a one-year term effective October 1, 2020. The President thanked outgoing Second Vice-Chair, Andy Dhillon, for his service to the Board as Second Vice-Chair over the past several years.

The President returned the Chair position back to the Board First Vice-Chair at 5:16 p.m.

8. CHAIR'S VERBAL REPORT

There was no report.

9. PRESIDENT'S VERBAL REPORT

L Trotter thanked faculty and staff for the work they did over the summer to prepare the College for the fall term noting that it was a herculean enterprise. Without their commitment, we would not be where we are right now and he conveyed his heartfelt thanks that this college was able to operate and be ready for the fall term.

10. COMMITTEE REPORTS/ RECOMMENDATIONS/ APPROVALS

10.1 Audit and Finance Committee

a. Draft Minutes of Meeting held September 10, 2020

A. Dhillon, Chair of the Audit and Finance Committee, highlighted the draft minutes of the AFC meeting held September 10, 2020, attached to the agenda for information.

b. Statement of Financial Information (SOFI) Report for FYE March 31, 2020

M. Koke presented the Statement of Financial Information (SOFI) Report for the fiscal year ending March 31, 2020, and noted that the report is required by the Ministry of

Advanced Education, Skills and Training. He advised that the Audited Financial Statements included in the report were previously approved at a Board Meeting held on June 25, 2020. For the benefit of new Board Members he explained what the report was about and provided details. He noted that the thresholds are legislated by government. Post-secondary Institutions (PSIs) within the province have been lobbying government to raise the thresholds. In response to a question as to why PSIs would like the thresholds raised, M. Koke advised that thresholds were set more than 15 years ago and the intent was to report on employees whose incomes were above a certain threshold. The thresholds are relatively low now which has created a public demand to raise the thresholds since what was relevant 15 years ago is not relevant today. In order to change the thresholds, legislation would need to change as they cannot be changed by the College. He advised that the report needs to be submitted to the Ministry by their deadline of September 30, 2020.

It was moved by K. Dhaliwal and seconded by R. Palozzi

**THAT, the Statement of Financial Information (SOFI)
report for the fiscal year ending March 31, 2020, be approved.**

Carried Unanimously

10.2 Governance and Nominating Committee

a. Summary Report of Meeting held September 17, 2020

J. Dwyer highlighted the summary report of the Governance and Nominating Committee meeting held September 17, 2020, attached to the agenda for information. She highlighted the membership of the Committee appointments noting that the motions were approved as part of the consent agenda. She thanked members for their willingness to serve on the Board Committees, and thanked A. Dhillon for his long-serving role as Second vice-Chair. She also thanked Krisha Dhaliwal for her willingness to step in as Second vice-Chair.

10.3 Student Enrolment Task Force

a. Minutes of Meeting held September 15, 2020

R. Mirani highlighted the minutes of the Student Enrolment Task Force meeting held September 15, 2020. M. Heldman provided an update on enrolment noting that we are currently in fall registration, our stable enrolment date has taken place, and what is reflected in the minutes is a comparison of our registration between this fall and last fall. She highlighted domestic and international enrolments noting that change in domestic enrolment for this year is zero, which is very encouraging. International enrolment is down 6% compared to last year, which is not surprising considering the current difficulties our students are having joining us on campus and online. The number of unique domestic students is up 2% and international students is down 5% compared to previous year. In response to a question, M. Heldman advised that a unique student is someone who may sign up for one or two one-time courses and may not sign up for any more, as opposed to other terms we use (ie FTE). R. Mirani thanked M. Heldman for her update and opened the floor for discussion.

11. EDUCATION COUNCIL REPORTS

M. Jaworski 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.

11.1 Report of Meeting held June 23, 2020

D. Bernaerdt highlighted the Education Council summary report for the June 23, 2020 meeting and the extraordinary meetings held June 3rd and June 10th, attached to the agenda for information. Of special note was the impact the pandemic has had, and continues to have, on the College's operations including matters governed by education council. The need for extraordinary meetings has subsided for now as we have been able to get in front of a number of issues that have come to education council.

Of special note on the summary report were the following:

- We have been able to put measures in place to address the Langara English Test (LET) that was suspended due to COVID-19 and the IELTS testing centres being closed. The majority of our international students were using an IELTS score for English proficiency but with the testing centres closed, this has created some issues. With applications being accepted 11 months prior to the start of the semester, we have now approved accommodations to be in place until Fall 2021. The accommodation that has been put in place is using a Duolingo score instead of the IELTS score for admissions. A number of other post-secondary institutions are accepting this method so we are following suit on a temporary basis. In response to a question, D. Bernaerdt provided deeper detail on the transfer to Duolingo. He advised that because Duolingo does not have the concept of bands, we have suspended that temporarily and are looking for recommendations for what the equivalent would be to IELTS scores. The English department is a few weeks into the course where students were accepted under the Duolingo testing and will provide an update to Education Council.
- General Chemistry I and II courses cannot be used to satisfy Chemistry major requirements at Langara or UBC Vancouver for University Transfer, however they will provide an alternative for students who either do not need to complete a traditional chemistry lab for their program or who are unable to attend in person due to the COVID-19 pandemic.
- Following curriculum review, new courses were added to the Web and Mobile App Design Programs.
- An extensive revision was made to Policy E2004 – Prior Learning Assessment and Recognition to bring consistency and clarity to the PLAR process.
- In response to a question about suspensions, D. Bernaerdt advised that the decision to suspend those programs was based on the decision of the Degree Quality Assessment Board (DQAB). For the BBA transfer programs, ultimate approval rests with DQAB and when a degree program is approved it is very specific what that program looks like and the transfer was not part of that approval. The Ministry is aware and plans to assist current students in the programs have been put in place and provide a clear map of what the students need to do to complete their credentials. We will also not be admitting any more students into those programs.

It was moved by J. Dwyer and seconded by ML Baum

THAT, the Education Council Summary Report for the regular meeting held on June 23, 2020, and the extraordinary meetings held on June 3, and June 10, 2020 be received.

Carried Unanimously

12. BOARD MEMBER REPORTS

There was no report.

13. CONSTITUENT GROUP REPORTS

There was no report.

14. VISITOR'S COMMENTS

There was no report.

15. NEXT MEETING TO BE HELD THURSDAY, NOVEMBER 26, 2020

The next meeting of the Langara College Board of Governors will be held on Thursday, November 26, 2020, beginning at 5:00 p.m via Zoom and in the Board Room B141.

16. CONCLUSION

It was moved by J. Dwyer seconded by M. Roberts

THAT, the meeting be concluded at 5:45 p.m..

Carried Unanimously