

**Langara College Board of Governors  
Minutes of a Public Meeting  
held on Monday, June 27, 2022  
beginning at 5:31 p.m.  
via Zoom videoconference**

<b>Present:</b>	Maria Alonso Mary Lynn Baum Paula Burns, President and CEO Armor Valor Corrales Krisha Dhaliwal Janelle Dwyer Michal Jaworski, Board Chair	Ian Mass Raza Mirani Scott Murray Rose Palozzi Cole Rheaume Melissa Roberts
<b>Regrets :</b>	Andy Dhillon	Tess MacMillan
<b>Employee Resources:</b>	Michael Koke, Vice-President, Administration and Finance (interim) Jane Mason, Vice-President, People and Culture Yusuf Varachia, Vice-President, External	
<b>Constituent Groups:</b>	Steven Brouse, Representative, CUPE Local 15/VMECW Rosie Woodley, Chair, Langara College Administrators Association	
<b>Guest(s):</b>	Darren Bernaerdt, Dean, Faculty of Arts (interim) Eileen Chin, Director, Financial Services (interim) Courtney Fabri, Manager, Institutional Research and Analytics Stewart McGillivray, External Visitor	
<b>Recorder:</b>	Diana Falcon, Executive Assistant to the Board of Governors	

**1. CALL TO ORDER**

There being a Quorum present, the Board Chair called the meeting to order at 5:31 p.m. He conveyed regrets from those unable to attend and welcomed all guests and visitors.

**2. MUSQUEAM LAND ACKNOWLEDGMENT**

The Board Chair delivered the acknowledgement that Langara College rests on the traditional unceded territory of the Musqueam peoples. He also acknowledged the indigenous peoples of all the lands that members are calling in from remotely to the meeting. He acknowledged the importance of the lands that we each call home. We do this to reaffirm our commitment and responsibility to reconciliation, and to the importance of our relationships with First Nations and Indigenous peoples.

**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 disclose conflicts of interest for any agenda item that would relate to the ongoing business of the institution. With none disclosed, the Board Chair proceeded with the meeting.

#### 4. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved by S. Murray and seconded by AV Corrales

**THAT, the Langara College Board approve the agenda and approve and acknowledge the following items and motions on the consent agenda:**

- 4.1 Minutes of Board Meeting held May 26, 2022 - Approved
- 4.2 Chair's Written Report – Acknowledged
- 4.3 Notice of Election of Board Vice Chairs – Acknowledged
- 4.4 Climate Change Action Report – Approved
- 4.5 Protected Disclosure/Compliance Officer Report – Acknowledged
- 4.6 Semi-Annual Investment Summary to March 31, 2022 – Acknowledged
- 4.7 Confirmation of College Remittances – Acknowledged
- 4.8 2022 Langara College Milestone Recipients - Acknowledged

**Carried Unanimously**

The EA to the Board will contact Facilities to respond to Board members questions about the Climate Change Action Report (CCAR).

#### 5. ELECTION OF BOARD CHAIR

With P. Burns as Chairperson, the election for the position of Board Chair took place at 5:33 pm. Board members had been notified at the May Board meeting that the election of the Board Chair would be held at this meeting. P. Burns advised that an email calling for an Expression of Interest or Nominations for the Board Chair position was sent to Board Members on May 27 and again on June 9, 2022. P. Burns advised that M. Jaworski put forward an expression of interest for the Board Chair position. P. Burns asked M. Jaworski if the expression of interest was correct. M. Jaworski confirmed it was correct. P. Burns called for other expressions of interest or nominations. There being none, and in accordance with By-Law 201, M. Jaworski was declared Board Chair by acclamation for a one-year term effective August 1, 2022. The President handed the meeting back to the Board Chair at 5:37 pm.

The Board congratulated M. Jaworski on his election as Board Chair and thanked him for his continued service. M. Jaworski advised that it has been a privilege serving as Board chair during this exciting time of transition. He noted that the Board will build a strong connection with the new President and CEO, adapt their practices and approach to her style, and continue the fulfilling work at the College.

#### 6. CHAIR'S VERBAL REPORT

In addition to his written report attached to the agenda, the Board Chair provided a verbal report to the Board and highlighted events as follows:

- May 30, 2022 – Dr. Burns officially became President of the College.
- June 16, 2022 – The President Installation event formerly installed Dr. Burns as President and CEO of snəw'eyəł leləm' Langara College and included a blanketing ceremony performed by Chief Wayne Sparrow and Gail Sparrow, Special Advisor to the President. He thanked all Board members who were able to attend.

- June 21-23, 2022 – the first in-person Convocation ceremony since the pandemic hit in 2020. It was a busy time for all included and was expertly and logistically successful. He thanked the Board members and everyone who attended and brought greetings at each event to support our students.
- Langara Milestone Recipients (attached to the agenda) who celebrated as much as 50 years with the College. He acknowledged M. Roberts who celebrated 10 years with the College and was the successful candidate as Division Chair of Community Programs.

## **7. PRESIDENT'S VERBAL REPORT**

P. Burns acknowledged her official month with the College and highlighted the following:

- Engaged in meetings with BC Colleges and has been active in the funding review through an interview with Don Wright and finalizing the written submission.
- Attended a number of events, including the Milestone event, graduation for LEAP students, Convocation, etc. She emphasized that it was encouraging to see Board members bring greetings at Convocation as it is a good way to connect with the community.
- Briefly shared her intent to focus the first 90 days on learning about the college in order to finalize her performance plan.
- Is encouraging people to take time off over the summer, which has been difficult to do over the past few years but is very needed.
- Will continue with a written report to the Board but will change the format starting in the fall to be less about what has been done and more about a look-forward to include items that the Board may want to think about from a strategic perspective and discussion.
- The Senior Leadership Team will hold a retreat to discuss 4-6 priorities that the team will focus on for the next year, to include the funding review, the Future Ready Skills Plan, and the StrongerBC Economic Plan.

## **8. APPROVALS/COMMITTEE REPORTS**

### **8.1 Board Coordinating Committee – Minutes of Meeting held June 6, 2022**

M. Jaworski advised that the minutes of the Board Coordinating Committee meeting held June 6, 2022, were attached to the agenda for information.

### **8.2 Audit and Finance Committee**

#### **a. Draft Minutes of Audit and Finance Committee meeting held June 9, 2022**

In the absence of the AFC Chair, S. Murray highlighted the draft minutes of the Audit and Finance Committee meeting held June 9, 2022, attached to the agenda for information.

#### **b. Audit Findings Report for fiscal year ended March 31, 2022**

In the absence of the AFC Chair, S. Murray highlighted the report from KPMG on the Audit Findings Report for the fiscal year ended March 31, 2022 noting that the audit was

excellent and resulted in a clean opinion and an unqualified report. There were no issues or errors identified in the Audit Findings Report attached to the agenda.

Discussion was held and Board members questions were answered.

It was moved by I. Mass and seconded by AV Corrales

**THAT, the Board approve the Audit Findings Report  
for the fiscal year ended March 31, 2022.**

**Carried Unanimously.**

**c. Audited Financial Statements for fiscal year ended March 31, 2022**

E. Chin highlighted the Audited Financial Statements for fiscal year ended March 31, 2022, and advised that they were presented and reviewed by the Audit and Finance Committee at its meeting held June 9, 2022. She thanked Kirsten Chan, Associate Director, Finance and Purchasing for ensuring her team was prepared for the audit and it was noted that KPMG was impressed with how organized the financial team was. She advised that the memo attached to the agenda provides a high-level overview of the financial statements, and identifies that we are in a surplus position, that we were able to convert and reallocate funds from the operating grant to capital, and received an unqualified or “clean” audit opinion for fiscal 2022.

Discussion was held and Board members questions were answered.

It was moved by AV Corrales and seconded by K. Dhaliwal

**THAT, the Board approve the Financial Statements of  
Langara College for the fiscal year ended March 31, 2022.**

**Carried Unanimously.**

**d. Ministry Q1 Forecast**

M. Koke highlighted the Ministry Q1 Forecast attached to the agenda that summarized the First Quarter (Q1) Financial Forecast for the fiscal years 2022/23 through 2025/26 for submission to the Ministry of Advanced Education, Skills and Training. M. Koke advised that the Audit and Finance Committee reviewed the Q1 Forecast at its meeting on June 9, 2022, and recommended it to the Board for approval.

Discussion was held and Board members questions were answered.

It was moved by R. Mirani and seconded by AV Corrales

**THAT, the Board approve the Financial Forecast for fiscal 2022/23  
with projections for fiscal years 2023/24, 2024/25, and 2025/26, as  
prepared during the First Quarter (Q1) of fiscal 2022/23, to be  
submitted to the Ministry of Advanced Education, Skills and Training.**

**Carried Unanimously.**

### 8.3 Governance and Nominating Committee

#### a. Summary of GNC meeting held June 20, 2022

R. Mirani highlighted the summary report of the GNC meeting held June 20, 2022, attached to the agenda for information.

R. Mirani advised that the agenda for the Board Retreat being held on October 6<sup>th</sup> was still being finalized and will come to the Board at the September Board meeting.

#### b. Annual Board Compliance Monitoring

R. Mirani advised that Committees are in compliance with all Policies and By-Laws in the conducting of their business for the fiscal year. The process for ensuring Board compliance will change going forward to include a more in-depth review.

### 8.4 By-Law 204: Tuition Fees and Other Charges – Addition of Micro-credential Tuition Fees

M. Koke highlighted the memo attached to the agenda seeking an amendment to By-Law 204: Tuition Fees and Other Charges to add a category for micro-credentials. The proposed tuition rate will apply to all micro-credentials moving forward. We can address future courses particular needs related to additional costs through material fees. These courses will be available for international students but the intended audience is local people looking to up-skill or re-skill. The cost of delivery of one credit is roughly \$530 which is higher than regular studies domestic, and given the different target audience for these courses there was no need for higher rates for international fees.

Discussion was held and the following points were noted:

- A micro-credential is a distinct, short-term program of study designed to facilitate learners' employment goals and/or access to further education. A micro-course is a unique course of one credit or less that can be completed independently or may be combined with other courses within a micro-credential.
- BCIT was used as the closest for comparison purposes in the local market and they tend to do shorter courses than what we are doing, but the fees are similar. We wanted to reflect the cost of delivery so that we have something sustainable in the long term.
- An International student would not be able to use micro-courses to qualify for a work permit through the IRCC because the minimum is 9 credits in a semester and eligibility is based on regular studies programs. However, an international student could use a micro-course to complete a credit(s) they may be missing to graduate (i.e. if they had eight regular studies credits but were missing one credit to graduate).
- In the call-out from the Ministry, there was an option to build bursaries and subsidies into the proposal but we opted not to in order to keep it as straight forward as possible. It may be something to build into another proposal but institutions that have built this into their proposal have seen their micro-credential run once and then never again due to lack of subsidy, so we need to be careful building that in as part of the proposal. We want to continue offering the micro-credential without relying on a government grant to keep it going.

- D. Bernaerdt advised he would contact the Registrar's Office for answers to questions related to student eligibility for internal bursaries and financial aid for micro-credentials while pursuing regular studies.

It was moved by AV Corrales and seconded by M. Roberts

**THAT, the addition to tuition fees for instruction in a micro-credential commencing on or after June 30, 2022, according to the fee schedule attached and marked "Schedule A", be approved.**

**Carried Unanimously.**

## **9. STRATEGIC DISCUSSION**

### **9.1. Accountability Plan and Report for the 2021/22 Reporting Cycle and the 2022/23 Planning Cycle**

Y. Varachia provided background on the Accountability Plan and Report for the 2021/22 Reporting Cycle and the 2022/23 Planning Cycle as a document we are required to submit annually to the Ministry. The document is mandated by government and embraces how the College is working to achieve its objectives and fulfill its performance targets.

C. Fabri presented the Accountability Plan and Report and acknowledged the exceptional teamwork of colleagues without whom this report would not be possible. She highlighted new and noteworthy items in the report noting that the report is very detailed on what we have achieved, what strategic challenges we are facing, and what we plan to do. The College included some of its own institutional performance measures above what government required.

Discussion was held and Board Members questions were answered.

It was moved by AV Corrales and seconded by R. Palozzi

**THAT, the Board approve the Accountability Plan and Report for the 2021/22 Reporting Cycle and the 2022/23 Planning Cycle.**

**Carried Unanimously**

### **9.2 FTE Enrolment Report**

This item was attached to the agenda for information as part of the discussion of the Accountability Plan and Report.

## **10. EDUCATION COUNCIL REPORT**

The Board Chair advised that due to the absence of the Education Council Chair, the reports for the meetings held April 19 and May 24, 2022, will be tabled to the September Board meeting.

**11. BOARD MEMBER REPORTS**

ML Baum provided an update on the Foundation Board meeting held on June 1, 2022, noting that the Foundation received a presentation from the Sustainability Officer and the Portfolio Manager from Genus Capital Management.

**12. STAKEHOLDER GROUP REPORTS**

There was no report.

**13. VISITOR'S COMMENTS**

There were no comments.

**14. NEXT MEETING**

**14.1 Thursday, September 22, 2022**

The next Board of Governors meeting is scheduled for Thursday, September 22, 2022.

**15. CONCLUSION**

It was moved by AV Corrales and seconded by I. Mass

**THAT, the meeting conclude at 6:36 p.m.**

**Carried Unanimously.**