

Langara College Board of Governors

Meeting Minutes

Public Meeting

Thursday, June 27, 2024, 4:30 p.m.

Boardroom B141 and via Zoom

Board Members:

Mary Lynn Baum, Board Chair
Paula Burns, President and CEO

Willa Choy

Armor Valor Corrales

Krishna Dhaliwal

Mark Goldberg (via Zoom)

Stephen Howard

Michal Jaworski

Tess MacMillan, Chair, Education Council

Raza Mirani

Scott Murray (via Zoom)

Rose Palozzi

Cole Rheaume (via Zoom)

Melissa Roberts

Claudia Salem

Nick Smith (regrets)

Urvi '

Employee Resources:

Michael Koke, Vice-President, Administration and Finance

Pouyan Mahboubi, Provost and Vice-President, Academic

Yusuf Varachia, Vice-President, External Relations and Community Engagement

Stewart McGillivray, Advisor, Strategic Priorities, President's Office

Constituent Groups:

Sophie Bennett, Representative, CUPE Local 15/VMECW (via Zoom)

Pauline Greaves Aylward, President, Langara Faculty Association

Rosi Woodley, Chair, Langara College Administrators Association

Guests:

Elizabeth Barbeau, Dean, Faculty of Social Sciences and Community Programs

Anne Baxter, Director, Risk and Internal Control

Eileen Chin, Director, Financial Services

Courtney Fabri, Director, Institutional Research

James Fan, Associate Director, Finance and Procurement

Graeme Joseph, Executive Director, Indigenous Initiatives and Services

Recorder:

Alice Hsu, Executive Assistant to the President

1. CALL TO ORDER, LAND ACKNOWLEDGMENT, AND WELCOME TO NEW BOARD MEMBER

There being a Quorum present, the Board Chair called the meeting to order at 4:37 pm. She welcomed all guests in attendance and conveyed regrets from those unable to attend.

The Board Chair acknowledged that Langara College is located on the traditional and unceded territory of the Musqueam people. She also acknowledged the Indigenous peoples of all the lands the online participants were calling in from remotely to the meeting. She 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.

In addition, the Board Chair invited Board members to take the opportunity to share their personal reflections on what the land acknowledgment means to them and President Burns volunteered to do so. The Board Chair thanked President Burns and encouraged other Board members to speak at future meetings.

The Board Chair introduced new Board Member W. Choy, who was appointed to the Board by the provincial government for a term effective May 21, 2024 through to July 31, 2025, and invited W. Choy to give a self-introduction.

2. 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 disclosed, the meeting proceeded.

3. APPROVAL OF AGENDA/CONSENT AGENDA

Prior to the motion to approve the agenda/consent agenda, the Board Chair requested item 3.3 2023 Climate Change Accountability Report be pulled from the motion and addressed separately.

It was moved by M. Jaworski and seconded by AV Corrales:

THAT, the Langara College Board approve the agenda, and approve and acknowledge the items and motions on the Consent Agenda:

- 3.1 Minutes of Meeting held May 23, 2024 – Approved**
- 3.2 Notice of Election of Board Vice Chair Position – Acknowledged**
- 3.4 Protected Disclosure/Compliance Officer Report – Acknowledged**
- 3.5 Semi-Annual Investment Summary to March 31, 2024 – Acknowledged**
- 3.6 Confirmation of Remittances – Acknowledged**

Carried Unanimously.

3.3 2023 Climate Change Accountability Report – Acknowledged

The Board Chair encouraged everyone to read the report. She noted that the College is on the path to achieving net-zero emissions by 2030, which is well ahead of Canada's commitment to reach this goal by 2050. She also recognized the sustainability projects and initiatives the College participated in and implemented in 2023.

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

THAT, the Langara College Board acknowledge receipt of the 2023 Climate Change Accountability Report.

Carried Unanimously.

4. PRESENTATION TO DEPARTING BOARD MEMBERS

The Board Chair advised that M. Jaworski and R. Mirani's terms of appointment will both expire on July 31, 2024. She shared her experience working with them, and acknowledged and thanked their services and contributions to the Board and Board Committees during their terms of appointments. She also opened the floor for other Board members to express their appreciation.

J. Jaworski and R. Mirani were each presented with a token of appreciation and received a round of applause from the Board. They also shared a few words about their experience on the Board and expressed their gratitude.

[C. Rheame joined the meeting via Zoom at 4:58 p.m.]

5. ELECTION OF BOARD CHAIR

5.1 Expression of Interest Received from Mary Lynn Baum

The Board Chair turned the Chair's role to President P. Burns at 5:05 p.m.

P. Burns advised that ML Baum was elected as the Board Chair at the June 22, 2023 Board meeting for a one-year term ending July 31, 2024. Board members were notified at the May 23, 2024 Board meeting that the election of the Board Chair would be held at this meeting and a call for Nominations/Expressions of Interest was sent to Board Members via email.

P. Burns advised that M.L. Baum had put forward an expression of interest for the Board Chair position. P. Burns then called for other expressions of interest or nominations from the floor. There being none, and in accordance with By-Law 201, ML Baum was declared Board Chair by acclamation for another one-year term effective August 1, 2023. President Burns concluded the election and handed the meeting back to the Board Chair at 5:06 p.m.

ML Baum thanked everyone for their support.

6. CHAIR'S REPORT

The Board Chair reported on the following:

- She thanked the Board members who brought greetings on behalf of the Board at this year's Convocation highlighting in particular the remarks of the two student Board members.
- She reminded Board members to complete the IT and Cybersecurity Risk Management Essential Training offered through LinkedIn Learning by June 28, 2024, if they have not done so already.

7. PRESIDENT'S REPORT

President Burns advised that it was near the end of the 2023/24 Strategic Priorities year. In addition to the updates she had provided at previous Board meetings, the Accountability Plan and Report for the 2023/24 reporting cycle, included in today's agenda package, provides a good summary.

President Burns introduced G. Joseph, Executive Director of Indigenous Initiatives and Services, to report on the work being undertaken to enhance Indigenization throughout the College community as part of the 2023/24 Strategic Priorities. This includes engaging and providing support to Indigenous students through the Indigenous Gathering Space, building relationships with Indigenous staff and faculty, ongoing relationship-building efforts with Musqueam, signing a Memorandum of Agreement with Musqueam, and providing financial support and scholarships for Indigenous students. G. Joseph also advised on how to properly pronounce the College's Musqueam name snəwəyət̓ leləm̓.

[M. Goldberg joined the meeting via Zoom at 5:18 p.m.]

In response to the funding information provided by C. Rheame, G. Joseph advised that it is called the Aboriginal Service Plan funding, which is provided by the Ministry. By working closely with Musqueam to develop our plans in a number of key areas, the College is actively using the funding available to us.

The Board Chair thanked G. Joseph for his update and all the work he and his team have done.

[G. Joseph exited the meeting at 5:25 p.m.]

President Burns, along with other members of the Executive Leadership Team, reported on the accomplishments and ongoing work for each of the 2023/24 Strategic Priorities. The highlights included the following:

People (Indigenization, EDI, Learning & Professional Development)

- Held Indigenous Graduation Celebration on June 17, 2024.
- Offered 300 Langara employees the opportunity to participate in the San'yas Core Indigenous Cultural Training.
- Introduced the leadership competencies behavioural indicators rubric and continued to offer workshops for eight leadership competencies.
- Implemented a performance appraisal cycle for employees.

Mission (Student Success Plan, Guided Pathways, Community Engagement & Partnerships)

- Developed a new academic advising model to provide more accessible, centralized academic advising to students.
- Strategic enrollment management continued to be an important priority.
- Continued to work on streamlining credentials with future trends and demands in mind and creating guided pathways for students.
- Applied Research exceeded the goals set in the 2025 Strategic Plan for the number of students participating in applied research projects and the number of community partners engaged in College-led applied research projects.
- The Langara College Foundation raised \$849,000 this year.
- Prioritized recruitment of international students from within British Columbia's K-12 system.

Organization (SIS, Campus Master Plan, Sustainable Development Goals)

- Continued to work on the Student Information System.
- Engaged a consulting firm to update the campus master plan to meet organizational space needs and worked on creating a better business case for the replacement of Building A.
- Advanced the sustainable development goals and looked into hiring a manager for sustainability.

8. NEW PROGRAM FOR APPROVAL

8.1 New Citation in Infant and Toddler Education and Care

E. Barbeau, Dean of Social Sciences and Community Programs, gave a self-introduction and introduced M. Roberts in her role as the Division Chair for Community Programs.

E. Barbeau referred to the program proposal for the new Citation in Infant and Toddler Education and Care attached to the agenda and provided a brief summary including its goals and rationale to offer this new citation. She noted that the program had received approval from the Education Council at its June 25, 2024 meeting. M. Roberts added that it has also gone to the Ministry for approval and received their endorsement, and no additional financial support will be required to offer this new citation.

In response to a question, M. Roberts clarified that it would not increase the cost for students to complete the Diploma in Early Childhood Education.

It was moved by S. Howard and seconded by R. Mirani:

THAT, the new Citation in Infant and Toddler Education and Care be approved by the Board.

Carried Unanimously.

9. EDUCATION COUNCIL REPORTS

9.1. Summary Report of Meeting held May 21, 2024

T. MacMillan referred to the May 21, 2024 Education Council Summary Report attached to the agenda and highlighted the following items:

- Statistics and Data Analytics created a new course: STAT 1100 – Introduction to Data Science using R.
- Criminal Justice created a new course: CJUS 2418 – Professional Skills and Reporting for Criminal Justice.
- The Education Council discussed the remaining business that needed to be done before the Education Council pause to facilitate the implementation of Workday Student. The Education Council will continue to meet and pass documents, programs and courses, but the majority of them will not be implemented until Fall 2026, with the exception of things that are pressing such as micro-credentials and similar initiatives.

It was moved by T. MacMillan and seconded by R. Palozzi:

THAT, the Summary Report of the Education Council meeting held May 21, 2024 be received.

Carried Unanimously.

10. COMMITTEE REPORTS/APPROVALS

10.1 Audit and Finance Committee (AFC)

The AFC Chair S. Murray presented the following item moved forward from the Audit and Finance Committee meeting held on June 10, 2024.

a. Accountability Plan and Report for 2023/24 Reporting Cycle and 2024/25 Planning Cycle

The AFC Chair S. Murray invited Y. Varachia and C. Fabri to present the Accountability Plan and Report attached to the agenda.

Y. Varachia advised that the Accountability Plan and Report is prepared annually in accordance with the Ministry's guidelines. He encouraged everyone to read the report which contains some important forecasts and demographics and helps the College community understand how well the College aligns with the Ministry's mandate. He also thanked C. Fabri, her team, and all the departments and units across the campus that contributed to the report.

C. Fabri highlighted key points and findings from the report, drawing attention to some demographic trends and how these shifts will impact the College's recruitment strategies and program offerings.

C. Fabri advised that the final round of performance measures from the Ministry has been received, but next year's targets are still pending. The report is due to the Ministry on July 12, 2024, and detailed feedback from the Ministry is expected in August. The final report is typically published by October or November at the Ministry's request.

Discussions ensued. C. Fabri answered Board members' questions and acknowledged the feedback for consideration in the cybersecurity section.

It was moved by C. Salem and seconded by M. Roberts:

**THAT, the Board approve the Accountability Plan and Report
For 2023/24 Reporting Cycle and 2024/25 Planning Cycle.**

Carried Unanimously.

[AV Corrales exited the meeting at 5:56 p.m.]

b. FTE Enrolment Report for Fiscal Year Ended (FYE) March 31, 2024

C. Fabri referred to the FTE Enrollment Report attached to the agenda and provided a brief overview, noting that while the College is still not meeting its domestic FTE enrollment target from the Ministry, it is closer to the target compared to last year. Some program areas are seeing declines, but this was not surprising.

Discussions ensued and C. Fabri and P. Burns answered Board members' questions.

c. Audit Findings Report for FYE March 31, 2024

S. Murray advised that KPMG presented the Audit Findings Report for the fiscal year ended March 31, 2024 at the June 10, 2024 AFC meeting. The report was very positive although there was one uncorrected difference related to the recognition of refunds for a wrong semester, which was not deemed material. KPMG specifically thanked our Finance team for helping make this a smooth audit. S. Murray also took the opportunity to thank M. Koke, E. Chin and their team for their work.

[S. Bennett exited the meeting at 6:09 pm.]

It was moved by C. Salem and seconded by M. Jaworski:

**THAT, the Board approve the Audit Findings Report for the
fiscal year ended March 31, 2024.**

Carried Unanimously.

d. Audited Financial Statements for FYE March 31, 2024

E. Chin referred to the memo attached to the agenda and provided an overview of the Audited Financial Statements for the fiscal year ended March 31, 2024. She thanked the Financial Services Manager, Kelly Nehan, and her team for their hard work during the audit.

E. Chin noted that the College achieved a clean audit opinion, had a surplus of \$3.1 million, up from \$1.3 million last year, and received approval from the Ministry to restrict and defer some of our operating grants to fund future Student Information System expenditures. She also noted an unusual one-time revenue resulting from a decrease in the amount of our asset retirement obligation, as an engineering firm was hired this year to conduct a specific assessment.

It was moved by M. Jaworski and seconded by K. Dhaliwal:

**THAT, the Board approve the Audit Financial Statements
of Langara College for the fiscal year ended March 31, 2024.**

Carried Unanimously.

10.2 Governance and Nominating Committee (GNC)

The GNC Chair S. Howard presented the following items moved forward from the Governance and Nominating Committee meeting held on June 12, 2024.

a. Board Evaluation Update

S. Howard advised that Board evaluation surveys had been closed with a good response rate. He thanked all respondents' contributions, especially those who participated in multiple surveys. He also thanked the Board Evaluation Working Group Members, including ML Baum, R. Mirani and C. Rheume, for their guidance, and S. McGillivray and A. Hsu for their support throughout the process.

The Working Group will continue its work in the fall for next year's Board evaluations and stakeholder assessments. The 2024 Board evaluation results will be analyzed over the summer and be presented to the GNC and then the Board in September.

The Board Chair thanked S. Howard for his leadership on this matter.

b. Revised Board Policy 410 – Respectful Learning and Working Environment

S. Howard advised that the GNC has been working on some Board policies and the Board policy review process. He invited S. McGillivray to present the revised Board Policy 410.

S. McGillivray referred to the briefing note and the revised Policy 410 – Respectful Learning and Working Environment attached to the agenda, highlighting the key revisions made to the policy and explaining the rationale for changing the terminology from "sexual violence and misconduct" to "sexualized violence".

It was moved by R. Mirani and seconded by R. Palozzi:

**THAT, the Board approve the revised Board Policy 410 –
Respectful Learning and Working Environment.**

Carried Unanimously.

c. Revised Board Policy 450 – Environmental Responsibilities

S. McGillivray referred to the briefing note and the revised Policy 450 – Environmental Responsibilities attached to the agenda, noting that the title has been changed from "environmental responsibility" to "environmental sustainability" to better reflect current terminology, and the College has a related operational policy H1002 – Sustainability. Both policies were referenced in the Climate Change Accountability Report included in today's agenda package.

In response to a Board member's question, S. McGillivray and P. Burns explained that most College operational policies include procedures that can be updated as needed without undergoing the full policy approval cycle.

It was moved by C. Salem and seconded by W. Choy:

THAT, the Board approve the revised and renamed Board Policy 450 – Environmental Sustainability.

Carried Unanimously.

d. Committee Appointment

S. Howard advised that W. Choy has agreed to serve on the Audit and Finance Committee.

It was moved by M. Goldberg and seconded by S. Murray:

THAT, the Board approve the appointment of Willa Choy as a member of the Audit and Finance Committee effective immediately.

Carried Unanimously.

11. BOARD MEMBER REPORTS

M. Jaworski reported on the Langara College Foundation Board meeting held on June 26, 2024:

- The state of fundraising is strong financially.
- The Foundation will improve its reporting on both actual dollars raised and pledged amounts to give its Board a better sense of the fundraising activity.
- A robust report was received from the Foundation's investment managers, showing that all benchmarks for investment returns were met or exceeded.
- The Foundation Board unanimously approved the transition of the Foundation's investments to 100% fossil-free.

12. STAKEHOLDER MEMBER REPORTS

There was no report.

13. VISITOR'S COMMENTS

There were no comments.

14. NEXT MEETING

14.1 Thursday, September 26, 2024

The next Board of Governors meeting is scheduled for Thursday, September 26, 2024.

15. ADJOURNMENT

It was moved by R. Mirani and seconded by M. Jaworski:
THAT, the meeting be adjourned at 6:33 p.m.

Carried Unanimously.

Mary Lynn Baum
Chair, Board of Governors

Paula Burns
President and CEO