

**Board of Governors
Minutes of an In-Camera Meeting
held on Tuesday, June 18, 2019 beginning at 7:25 p.m.
in the Board Room B141**

CONFIDENTIALITY LIFTED by Langara College Board at Board meeting held September 26, 2019

Present: Mary Lynn Baum Raza Mirani
Darren Bernaerdts Ian Mass, Board Chair
Krisha Dhaliwal Rose Palozzi
Janelle Dwyer Veda Roodal Persad
Lenora Gates Gurman Deep Singh
Yadhunika Goyal Lane Trotter, President
Michal Jaworski

Regrets: Andy Dhillon

Employee Resources: Ben Cecil, Provost and Vice President, Academic and Students
Lisa Fisher, Vice President, External Development
Jane Mason, Vice President, People and Culture
Viktor Sokha, Vice President, Administration and Finance

Guests: Chris Arnold Forster, Director, Risk and Internal Control
Michael Koke, Director, Financial Services

Recorder: Diana Falcon, Executive Assistant to the Board of Governors

1. CALL TO ORDER

Prior to the start of the meeting, the Board Chair asked Board Members if there were any objections to Chris Arnold Forster, Director, Risk and Internal Controls and Michael Koke, Director, Financial Services joining the meeting to present item 5.1.b. There were no objections.

There being a quorum present, the Board Chair called the meeting to order at 7:25 p.m.

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. R. Palozzi, V. Roodal Persad and D. Bernaerdts declared a conflict of interest for item 6.1 Bargaining Update and will excuse themselves from the meeting when that item is discussed. The Board Chair acknowledged this conflict and proceeded with the meeting.

3. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved by R. Mirani and seconded by M. Jaworski

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

- **Briefing Note on New Animation and Visual Effects Programs**

Carried Unanimously.

4. APPROVAL OF MINUTES

4.1 Minutes of In-Camera Meeting held March 28, 2019

It was moved by M. Jaworski and seconded by G. Deep Singh
**THAT, the Minutes of the In-Camera Meeting held
March 28, 2019, be approved.**

Carried Unanimously.

5. COMMITTEE REPORTS/ RECOMMENDATIONS/ APPROVALS

5.1 Audit and Finance Committee

a. Minutes of AFC Meeting held June 6, 2019

In the absence of A. Dhillon, Chair of the Audit and Finance Committee, I. Mass, Board Chair, presented the Minutes of the Audit and Finance Committee meeting held June 6, 2019, attached to the agenda for information.

b. Ministry Inquiry – Policy Regarding the Acceptance of Cash

V. Sokha highlighted the documents attached to the agenda regarding the Ministry's inquiry about a policy regarding the acceptance of cash. On May 28, 2019, the Minister of Advanced Education, Skills and Training sent a letter to all 25 public psi's with 3 questions that needed to be addressed (letter attached to the agenda for information).

V. Sokha highlighted the questions noting that cash payments are identified on the College website as "not preferred" even though we do accept cash payments. The quantity of cash payments received in excess of \$10,000 is negligible.

V. Sokha advised that the College does not currently have a cash acceptance policy but Financial Services will work with other areas of the college to create the required policy. He noted that in response to the request to the Ministry, the College will advise the Ministry that it will continue to use the FINTRAC threshold of \$10,000 until a policy is in place. It will take approximately 12 months to ensure we have appropriately engaged departments, have looked at the issue and addressed it appropriately even if it means lowering the threshold. He advised that most students prefer to pay by cash so they do not risk getting dropped from a course because banks can take 1-3 days before the funds are received by the College. He further noted that there are some inherent controls in place (i.e. in order to pay for a course, you have to be accepted by the College, etc.).

In response to a Board Members question if this is something we can work on collaboratively as an institution since it is a Ministry mandate, it was noted that not many institutions have this policy in place so we will work with other institutions and the Ministry to develop this policy. FINTRAC has templates that could be used so we don't have to reinvent the wheel, and the Ministry could

provide a template for all institutions once they have gathered the information they require.

It was moved by M.L. Baum and seconded by R. Mirani

THAT, the Board direct the Board Chair to provide a detailed response to the Minister's letter on behalf of the Board in regard to policy development.

Carried Unanimously.

[It was noted that C. Arnold Forster and M. Koke left the meeting at 7:56 p.m.]

c. Executive Compensation Disclosure Report

V. Sokha presented the 2018/19 Public Sector Executive Compensation Report attached to the agenda. He noted that the Audit and Finance Committee reviewed the report on June 6, 2019, and it is being recommended to the Board for approval to meet the Ministry deadline of June 30, 2019. Discussion ensued and Committee Member's questions were answered.

It was moved by K. Dhaliwal and seconded by J. Dwyer

THAT, the Executive Compensation Disclosure Statement for 201/2019 be approved for submission to the Ministry of Advanced Education, Skills and Training.

Carried Unanimously.

5.2 Governance and Nominating Committee

a. GNC Update

J. Dwyer, Chair of the Governance and Nominating Committee, highlighted the report on GNC activities attached to the agenda for information.

6. FOR INFORMATION

6.1 Bargaining Update

Due to a conflict of interest, D. Bernhardt, R. Palozzi and V. Roodal Persad left the meeting at 7:59 p.m. before presentation of this item.

J. Mason provided an update on the status of bargaining to the Board.

It was noted that D. Bernhardt, R. Palozzi and V. Roodal Persad rejoined the meeting at 8:00 p.m.

7. LIFTING OF CONFIDENTIALITY

It was moved by A. Dhillon and seconded by V. Roodal Persad

THAT, Confidentiality be lifted on the In-Camera Minutes of the Board meeting held January 24, 2019 except for anything related to Workday@Langara (ERP) or Risk.

Carried Unanimously.

8. CONCLUSION

It was moved by L. Gates and seconded by R. Mirani
THAT, the meeting conclude at 8:01 p.m.

Carried Unanimously.