

- Present:** Andy Dhillon
Ghezal Durrani
Stacey Edzerza Fox
Lenora Gates
Kwin Grauer, Chair
Heather Holden
Peter Huron
- Michal Jaworski
Kajan Karunaneithi
Gerda Krause
Jeff Lowe
Claude Rinfret
Veda Roodal Persad
Lane Trotter, President
- Regrets:** Jas Sandhu
- Employee Resources:** Ian Humphreys, Provost and Vice-President, Academic and Students
Dawn Palmer, Vice-President, People Services
Ajay Patel, Vice-President, External Development
Viktor Sokha, Vice-President, Administration and Finance
- Constituent Groups:** Lynn Carter, President, Langara Faculty Association
Betty Ing, Secretary, Langara College Administrators' Association
Kristine Nellis, Representative, CUPE Local 15/VMECW
- Guests:** Chris Arnold-Forster, Director, Risk and Internal Controls
Lisa Fisher, Director, Communications and Marketing
Michael Koke, Director, Financial Services
Ian McBain, Interim Dean, Faculty of Arts
Claude Painter, former Board Member
Larry Xiong, Director, Institutional Research
- Recorder:** Diana Falcon, Executive Assistant to the Board of Governors

1. MUSQUEAM LAND ACKNOWLEDGEMENT

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 hən̓əmi̓"ə" (hun ga mi num) speaking xʷməθkʷəy̓əm (Musqueam), on which Langara College is located.

2. CALL TO ORDER AND CHAIRS REMARKS

There being a Quorum present, the Board Chair called the meeting to order at 5:00 p.m. He conveyed regrets from those unable to attend, and welcomed all guests.

3. DECLARATION 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. Declaring none, the Board Chair proceeded with the meeting.

4. PRESENTATION TO DEPARTING BOARD MEMBER

K. Grauer and L. Trotter thanked former faculty-elected Board Governor Claude Painter for her total of nine years of service on the Board (2004-2010 and 2013-2016) and presented her with a gift of appreciation. Claude demonstrated exemplary dedication and commitment to the Board and the College over the years and received a round of applause from the Board.

[It was noted that C. Painter left the meeting at 5:05 pm]

5. WELCOME TO NEW BOARD MEMBERS

4.1 Andy Dhillon and Michal Jaworski

K. Grauer welcomed new Board Members Andy Dhillon and Michal Jaworski who were appointed for a one-and-a-half-year and a one-year term respectively. Their backgrounds were highlighted and insights were offered into their interest in serving on the Board. Their oaths of office had been administered just prior to the Board meeting.

6. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved by C. Rinfret, seconded by J. Lowe and unanimously resolved:

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

- 6.1 Minutes of the Public Meeting held November 24, 2016 – Approved
- 6.2 Board Coordinating Committee
– Minutes of Meeting held January 6, 2017 - Acknowledged
- 6.3 Chair's Written Report – Acknowledged
- 6.4 President's Written Report – Acknowledged
- 6.5 Board Calendar - Acknowledged

7. CHAIR'S VERBAL REPORT

The Board Chair highlighted events that he had attended over the past few months and thanked members who represented the Board at recent College events. He provided an update on his attendance at the Langara Faculty Association President's Bar and Dinner on December 16th and the BC Colleges President/Chairs meeting on January 17th.

8. PRESIDENT'S VERBAL REPORT

L. Trotter highlighted items in his written report and elaborated on the following:

- **India Trip** – he elaborated on the trip to India that he attended with Ian Humphreys, Ajay Patel, and Jas Sandhu from November 27 – December 1, 2016. The purpose of the trip was to meet with high-ranking authorities to seek advice on partnerships; review the types of courses and programs Langara offers and the BC transfer system; provide information on opportunities, issues, challenges and trends; and discuss with government officials the potential for pursuing accreditation of Langara's Yoga programs delivered through Continuing Studies.
- **Yunnan Province Senior Administrators Graduation** – approximately 20 Administrators from Yunnan Province graduated from a 3-month Continuing Studies course at Langara College on Higher Education Leadership in Canada. The President presented graduation gifts and participated in group photos. The Education Department of the Yunnan government confirmed a contract with Langara to host a conference in Kunming, Yunnan at the end of April 2017 for the past two graduating

classes from Langara and the graduates of a similar program taken in New Zealand to discuss best practices in higher education.

- **Emily Carr Business Plan and Strategic Plan 1-Year Update** – L. Trotter thanked the Langara College teams on the development of the Emily Carr Business Plan (Lisa Fisher, Mark Dawson, Wendy Lannard and their teams) and on the Strategic Plan 1-Year Update (Larry Xiong, Lisa Fisher, Mark Dawson).

9. COMMITTEE REPORTS, RECOMMENDATIONS AND APPROVALS

9.1 Governance and Nominating Committee

a) Minutes of meeting held January 12, 2017

S. Edzerza Fox highlighted the minutes of the Governance and Nominating Committee meeting held on January 12, 2017, attached to the agenda for information. She advised that Phases 1 and 2 of the review of the board manual are complete, and presented Phase 3 for Board approval noting that the work would commence as the GNC deems appropriate.

It was moved by S. Edzerza Fox and seconded by C. Rinfret

THAT, the Board authorize the Governance and Nominating Committee to move forward with Phase 3 of the Board Manual Proposal as the Committee deems appropriate.

Carried Unanimously.

9.2 Audit and Finance Committee

a) Minutes of Meeting held January 16, 2017

C. Rinfret highlighted the minutes of the Audit and Finance Committee meeting held on January 16, 2017, attached to the agenda for information. He noted that the KPMG auditors were in attendance to present their 2016-17 audit plan for the year ended March 31, 2017, noting that the scope is the same as previous years with minor increases in fees for the rate of inflation. He asked Board Members to advise him of anything they feel KPMG should perform a closer review.

It was moved by C. Rinfret and seconded by P. Huron

THAT, the 2016-17 Audit Plan be approved.

Carried Unanimously.

C. Rinfret advised that an update was provided on the Risk Register and the Audit and Finance Committee is satisfied that appropriate risks were identified and an appropriate process is in place to mitigate the risks.

b) Emily Carr Building

L. Trotter highlighted his briefing document and appendices attached to the agenda for information noting that the Emily Carr Business Plan is in response to the Board's request at the September 29, 2016, Board meeting that "the College develop a business plan, including due diligence, to negotiate the transfer or purchase of the South Building of the Emily Carr University of Art and Design located on Granville Island." He noted that the College had expected a decision from Government by the end of December 2016 but that has now been postponed until further notice. Due to the uncertainty of the decision, it is difficult to negotiate at this point in time. Discussion ensued and in response to Board Members questions it was noted that in preparation of a rejected proposal it was recommended at the Audit and Finance Committee meeting that the

Board consider a motion at the March Board meeting to reopen the campus master planning process to ensure that it identifies the current needs of the College. It was also noted that Studio 58 instruction has been included in the Emily Carr business plan budget but further due diligence would need to be completed to determine availability of performance space, which is currently lacking in the South building. Since Studio 58 has limited performances per year and does not operate 24/7, there are opportunities to negotiate shared space as part of the operating budget.

c) Strategic Plan – 1-Year Update

A. Patel distributed at the table a copy of the Strategic Plan – 1-Year Update. The update highlights Langara's progress in achieving the strategic initiatives that demonstrates progress towards achieving targets. He noted that there are a number of initiatives that are still underway and being developed so a more comprehensive report will be presented to the Board at a future meeting. Increased international student enrolment has substantially helped the College achieve its two-year thematic priority of financial sustainability in support of academic excellence. The College will continue to address this issue by shifting focus to institutional sustainability, however, the College will need a strong financial footing in order to accomplish this. The College continuously seeks to improve efficiencies by improving business processes and IT systems.

10. FOR INFORMATION/DISCUSSION

10.1 Financial Update to December 31, 2016

V. Sokha highlighted his memo attached to the agenda which provided a financial update for the Third Quarter ended December 31, 2016.

11. EDUCATION COUNCIL REPORTS

The Board Chair 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 the Meeting held on November 22, 2016

The Education Council Chair elaborated upon the summary report of the meeting held on November 22, 2016 attached to the agenda for information. She noted a number of course changes and advised that most of them were minor tweaks to calendar descriptions or prerequisites. Continuing Studies had many program revisions and a new program titled Instructional Design Certificate. As well, two certificate programs were discontinued while their courses were rolled into the Registered Massage Therapy program. The Academic Governance Council, consisting of all BC Education Council Chairs, will host its October 2017 meeting at Langara College.

It was moved by G. Durrani and seconded by H. Holden

THAT, the Education Council Summary Report for the meeting held on November 22, 2016 be received for information.

Carried Unanimously.

12. BOARD MEMBERS' REPORT

L. Gates provided an update on her attendance at the Langara College Foundation Board meeting held on January 26, 2017. She highlighted fundraising initiatives and Foundation operations emphasizing the securing of a major gift that will fund equipment for the Makerspace Lab and house a new online repository for digital files in the Library. She announced the retirement of Pam Robertson, Manager, Donor Relations and Major Gifts, effective April 1, 2017, after 11 years of service.

13. CONSTITUENT GROUP REPORTS

There was no report.

14. VISITORS' COMMENTS

There was no report.

15. NEXT MEETING AND ADJOURNMENT**15.1 Board Retreat**

Board Members were reminded of the Board Retreat being held on Friday, February 3, 2017, beginning at 9:00 a.m. Board Members received a copy of the agenda and related attachments at the table.

15.2 Next Meeting

The next Board of Governors meeting is scheduled for **Thursday, March 30, 2017**.

15.3 Adjournment

With no further business, the meeting was adjourned at 6:35 p.m.