

Present: Charlene Barkman
David Bowra, Chair
Zdenka Buric
Stacey Edzerza Fox
Kwin Grauer
Peter Huron

Gerda Krause
Jeff Lowe
Anthem Postnikoff
Vanessa Reakes
Jas Sandhu
Lane Trotter, President

Regrets: Jacob Cutts
Claude Painter

Employee

Resources: Deanna Douglas, Interim Vice President, Administration and Finance
Ian Humphreys, Vice President, Strategic Planning and Business Development
Vivian Lee, Director, Financial Services
Dawn Palmer, Associate Vice President, Human Resources

Constituent Groups: Lynn Carter, President, Langara Faculty Association
Kristine Nellis, Representative, CUPE Local 15/VMECW

Guests: Margaret Heldman, Dean, Faculty of Science
Kajan Karunaneithi, Biology Student
Cheryl McKeeman, Instructor, Mathematics and Statistics

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

2. CALL TO ORDER AND CHAIR'S REMARKS

There being a Quorum present, Chair David Bowra called the meeting to order at 5:00 p.m. He conveyed regrets from those unable to attend, and welcomed guests Margaret Heldman, Dean, Faculty of Science; Mehdi Nathoo, Associate Director, Financial Services; Larry Xiong, Director, Institutional Research; and visitors Kajan Karunaneithi, Biology student and Cheryl McKeeman, Instructor, Mathematics and Statistics Department.

3. APPROVAL OF AGENDA/CONSENT AGENDA

It was noted that to remain in alignment with Board Bylaw 201 – Officers of the Board and Elections, item 4. Election of the Board Chair will be moved to the In-Camera Session.

It was moved by P. Huron, seconded by Z. Buric:

THAT, the Langara College Board approve the agenda with a change to move 4. Election of Board Chair to the In-Camera Session, and approve/acknowledge the following items and motion on the consent agenda:

- 3.1 Minutes of the Public Meeting held May 28, 2015 – Approved
- 3.2 Chair's Written Report – Acknowledged
- 3.3 President's Written Report – Acknowledged
- 3.4 Notice of Election of Board Vice Chairs - Acknowledged
- 3.5 Board Calendar: April 2015 – March 2016 - Acknowledged

4. ELECTION OF BOARD CHAIR

This item was moved to the In-Camera Session.

5. CHAIR'S VERBAL REPORT

D. Bowra was thankful for the opportunity to serve as a member of the Langara College Board of Governors and reflected on the many roles he has held; his passion for corporate governance; how the board has come a long way since he was first appointed; his pride in the management team and their leadership of the college; and the importance of increasing the depth of financial knowledge on the board to deal with the fiscal challenges that lie ahead. He noted that he has enjoyed his years at Langara and wished the College well in the future.

6. PRESIDENT'S VERBAL REPORT

L. Trotter provided a verbal report on the following:

- Langara hosted a successful 49th annual convocation on June 3-4, 2015. There are now more than 80,000 graduates who have attended Langara. The convocation speakers were: the Honourable Ujjal Dosanjh; the Honourable Andrew Wilkinson, Minister of Advanced Education; Mr. Andrew Chang, CBC Vancouver news anchor; and Dr. Pushpa Chandra, Naturopathic Doctor and Langara Nursing alumna.
- M. Heldman announced that Langara College's School of Nursing received a seven-year accreditation from the Canadian Association of Schools of Nursing (CASN). This is the highest level of accreditation an institution can receive and is a wonderful and remarkable achievement as few nursing programs receive this kind of accreditation on their inaugural application. This is a testament to the excellent recognition of the Langara School of Nursing and its BScN degree and Nursing Transition programs. L. Trotter Congratulated Janine Lennox and the entire Langara School of Nursing for their efforts in this achievement.
- L. Trotter thanked C. Barkman for her service to the Board of Governors over the past year and presented her with a token of appreciation from the Board.
- L. Trotter recognized D. Bowra by thanking him for his service to the Board of Governors since his appointment on August 1, 2011. D. Bowra has held many positions on the Board including Vice Chair for a two-year term and most recently as Board Chair. He has been a member of every Board Committee (some of which no longer exist) and is very supportive of the College and its students as evidenced by his generosity in donating his stipend to the Langara College Foundation. He was recognized with a token of appreciation and applause from Board Members.

[It was noted that J. Lowe arrived at 5:27 p.m.]

7. COMMITTEE REPORTS

7.1 Governance and Nominating Committee

a) Minutes of Meeting held June 19, 2015

The Chair of the Governance and Nominating Committee highlighted the minutes of the meeting held June 19, 2015, distributed at the table for information (a copy is attached to these minutes). The Chair advised that the Committee held a strategic session on developing a board evaluation tool where a range of possibilities were presented. The Board will determine what it wants to measure and L. Trotter has been commissioned to lead the development of questions for the tool. The committee also streamlined and clarified the board mandate and responsibilities for each position (board member, board chair, board vice chairs, committee chairs). The Committee will meet again and bring a draft tool to the Board in the fall. In response to a question about a 360 feedback process, the Chair noted that although the Committee did discuss this, it has not yet had an opportunity to consider this type of evaluation tool but will look at it at their next meeting.

7.2 Audit and Finance Committee

a) Minutes of meeting held June 15, 2015

The Chair of the Audit and Finance Committee highlighted the minutes of the meeting held on June 15, 2015, attached to the agenda for information. He highlighted the results of the Audit Findings Report and the Audited Financial Statements for the year ended March 31, 2015 noting the following:

- The College will carry a \$7M deficit for fiscal year 2014/15 which is a result of the transfer of endowments to the Langara College Foundation. Approval has been received from the Ministry of Finance and the Ministry of Advanced Education to carry this one-time deficit which will not appear in subsequent years.
- The Management Letter notes that controls have been improved over previous years and no new deficiencies have been identified for the current year. This speaks volumes to the work of the Finance team who should be congratulated on obtaining a clean and efficient audit.

8. FOR APPROVAL

8.1 Receipt of Audit Findings Report for the year ended March 31, 2015

It was moved by K. Grauer, seconded by Z. Buric

THAT, the Audit Findings Report for the year ended March 31, 2015 be received.

Carried Unanimously.

8.2 Approval of the Audited Financial Statements for the year ended March 31, 2015

It was moved by K. Grauer, seconded by C. Barkman

THAT, the Financial Statements of Langara College for the year ended March 31, 2015 be approved.

Carried Unanimously.

8.3 Approval of Banking Resolution – Signing Authorities

The Chair of Audit and Finance advised that the Banking Resolution – Signing Authorities was being revised to update signatures and remove two positions that no longer exist.

It was moved by J. Lowe, seconded by S. Edzerza Fox

THAT, the Banking Resolution – Signing Authorities approved on September 26, 2013 be amended as follows:

THAT, any two of the following be authorized to arrange for payments, either by cheque, money order or electronically, from the College's bank accounts:

**President;
Vice-President, Administration and Finance;
Director, Financial Services;
Associate Director, Financial Services;
Associate Director, Budgets and Payroll; and,
Manager, Financial Accounting.**

THAT, any two of the following be authorized to execute any documents that the banks require from time to time including but not limited to general banking agreements, electronic banking agreements, and updated signing authorities due to personnel changes in the above positions:

**President;
Vice-President, Administration and Finance; and,
Director, Financial Services**

AND

THAT, the Banking Resolution – Credit Facilities approved on September 26, 2013, be further amended as follows:

THAT, Langara College be authorized to establish credit facilities in the following amounts:

- i) \$1,000,000 Corporate Expense credit/purchasing card;**
- ii) \$1,250,000 Revolving Demand;**

With the Royal Bank of Canada and/or the Bank of Nova Scotia, at an interest rate and terms to be arranged with the banks; and

THAT, any two of the following be authorized to sign, on behalf of the College, the necessary promissory notes or other documents providing security to the banks in order to obtain the above-mentioned credit facilities:

**President;
Vice-President, Administration and Finance; and,
Director, Financial Services.**

8.4 Accountability Plan and Report

I. Humphreys noted the responsibility of the Board to approve the Accountability Plan and Report which describes how the College achieved its performance targets for 2014/15. The Ministry of Advanced Education provided guidelines and performance measure information and has requested a final submission by July 17, 2015. Once approved, the document will be posted on the College and Ministry websites as a public report on the College's achievements of our services to students and the community.

It was moved by K. Grauer, seconded by S. Edzerza Fox

THAT, the Accountability Plan and Report for the 2014/15 reporting cycle and the 2015/16 to 2017/18 planning cycle be approved.

Carried Unanimously.

9. FOR INFORMATION/DISCUSSION

9.1 Presidential Objectives

The Board Chair advised that at a Special In-Camera meeting held on May 28, 2015, the Board reviewed and approved the President's two-year objectives which are attached to the agenda for information.

10 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.

10.1 Report of the Meeting held on May 19, 2015

The Education Council Chair elaborated upon the summary report of the meeting held on May 19, 2015 attached to the agenda.

It was moved by S. Edzerza Fox, seconded by J. Lowe

THAT, the Education Council Summary Report for the meeting held on May 19, 2015 be received for information.

Carried Unanimously.

11. BOARD MEMBERS' REPORT

Z. Buric reported that she attended her first Langara College Foundation Board meeting on June 18, 2015 and thanked the Board for the opportunity to attend as their representative and liaison.

12. CONSTITUENT GROUP REPORTS

There was no report.

13. VISITORS' COMMENTS

There was no report.

14. NEXT MEETING AND ADJOURNMENT

14.1 Next Meeting

The next Board of Governors meeting is scheduled for **Thursday, September 24, 2015.**

14.2 Adjournment

There being no further business, the Chair adjourned the meeting at 5:54 p.m.

Kwin Grauer
Chair, Board of Governors
Langara College

Lane Trotter
President and CEO
Langara College