

LANGARA COUNCIL
Minutes of a Meeting
held on Tuesday, April 17, 2012
Room C408 at 0930 hours

Members:

Fraser Archibald	Ken Jillings
Linda Arnold	Gerda Krause
Diane Bradley	Gurbax Leelh
Lynn Carter	Julie Longo (absent)
Raymond Chow	Ian McBain
Patricia Cia	Gordon McNeil
Roy Daykin	Clayton Munro
Julia Denholm	Ajay Patel
Deanna Douglas	David Ross, Chair
Charlotte French	Pierre-Andre Santin
Siddharth Gautam (absent)	Doug Soo
Martin Gerson	Tomo Tanaka
Margaret Heldman	Wendy Watson
Ian Humphreys	Gayleen Wren

Guests:

Karen Jackson, President, Jackson Consulting Group
Korena Jang, Manager, Executive and Board Operations
Gordon McNeil, Director, International Education

Recorder:

Diana Falcon, Executive Assistant, Executive Office

Prior to the start of the meeting, D. Ross welcomed Diane Bradley, Division Chair, Health Sciences; Raymond Chow, Chair, Langara College Administrators' Association; Ajay Patel, Interim Director, International Education; and Daniel Thorpe, Interim Dean, Continuing Studies.

K. Jillings introduced K. Jackson, President, Jackson Consulting Group and M. Heldman, Dean, Faculty of Science who made a presentation on the Leadership Development progress that has taken place over the last two years.

K. Jackson highlighted the different approaches that were taken through consulting groups, focus groups, leadership profiles, and the development of an Advisory Committee which has positioned the college to move into the next phase of individual development discussions and plans. The training of senior supervisors to assist them in coaching their direct reports through individual development discussions is scheduled to commence shortly.

M. Heldman provided a status update noting that individual development discussions will start with the most senior leaders. She further described the competency profile, how it was developed, how it was validated, the competencies, clusters and the example behaviors.

Members were asked to discuss with one other individual effective ways to use the Leadership Success Profile with their colleagues and teams. The results were discussed as a group and K. Jackson asked for member support in communicating and using the Leadership Success Profile. She noted that Langara Council will receive regular progress updates.

1. REVIEW OF AGENDA

The agenda was approved.

2. REVIEW OF MINUTES AND BUSINESS ARISING

a) Draft Minutes of the Meeting held March 13, 2012

The Minutes of the Meeting held on March 13, 2012 were accepted.

Business Arising

Back to Baseline Project Update

C. French provided an update on the Back to Baseline project noting that the prerequisites as described in the previous minutes have been addressed and are now in place. She demonstrated how application and registration numbers by program within Arts and Science can now be viewed through the dashboards. She further noted a May/June release will include additions to High School student records from the Ministry grades. An electronic transcript exchange project with BCcampus is scheduled to begin in June and will enable the routing of student transcripts between BC institutions electronically, saving time and money.

3. EDUCATION COUNCIL REPORT

a) Education Council Meeting held on March 20, 2012

G. Krause highlighted the summary report of the Education Council meeting held on March 20, 2012 noting new program proposals; new courses; program changes; and a list of Continuing Studies programs that are offered currently or imminently under service contracts.

There were no items with financial implications.

The Education Council summary report for March 20, 2012 was received for information.

4. FOR INFORMATION

a) Employee Recognition Event – April 27, 2012

D. Ross highlighted the Employee Recognition Event being held on April 27, 2012 beginning at 11:45 a.m. in the student cafeteria. He noted the addition of presentations from employees who have completed Innovation Fund projects or Educational Leaves and will share their successes and challenges.

b) International Enrolment Update

R. Daykin provided an update on summer International enrolment and noted the following:

- institutions are gradually moving from being government funded to publicly supported organizations;
- revenues must sustain themselves as government funding decreases;
- International Education enrolments need to be maintained to offset budget challenges; and,
- Government expectation numbers are tied to grant and have not been reviewed in some time.

I. Humphreys reported on the activities of the IE Registration Committee in the weeks leading up to and during the summer registration period. The end result has been a significant increase in the number of course credits that international students are enrolled in for the coming summer semester. The number of international students has remained stable but the average number of credits per student has increased. This has resulted in increased revenue.

A number of recommendations from the IE Registration Committee were presented including:

- the exploration of registration for limited enrolment programs;
- begin work to develop a plan for new section offerings in advance of registration to overcome issues identified during current registration period:
 - uptake of spaces in new sections is not big
 - manual offers and registrations are required – inefficient
 - difficult to identify instructors at the last minute
- When possible create new sections at times that match high demand
- The registration time schedule has been released for fall registration (June 18 to 29). It is critical that College employees are available during the registration period to monitor and respond in a timely manner.

The following groups and individuals were recognized for their valuable contribution to the process:

- The academic team and individual faculty members
- The Registrar and Enrolment Services
- The International Education Office

In response to a query, I. Humphreys noted that the International Education Registration Committee is comprised of the following:

Teresa Brooks, International Student Coordinator
Deanna Douglas, Vice-President, Enrolment Management
Charlotte French, Registrar and Director of Enrolment Services
Martin Gerson, Vice-President, Academic and Provost
Ian Humphreys, Associate Vice-President, Student Development and Marketing
Ian McBain, Chair, Social Sciences and Business Division

Gordon McNeil, Director, International Education
Ajay Patel, Interim Director, International Education
Jan Smith, Associate Registrar, Records and Registration
Cathy Snyder-Lowe, International Student Coordinator

There being no further business, the meeting was adjourned at 1105 hours.