

LANGARA COUNCIL
Minutes of a Meeting
held on Tuesday, December 2, 2014
Room C408 at 0930 hours

Members:

| | | |
|------------------------|---------------------------|----------------------|
| Michelle Bowers | Korena Jang | Ajay Patel |
| Jacqueline Bradshaw | Gerda Krause | Nisha Ram (regrets) |
| Lynn Carter | Wendy Lannard | Roger Semmens |
| Raymond Chow (regrets) | Vivian Lee | Tom Stachura |
| Patricia Cia | Gurbax Leelh (regrets) | Sue Street (regrets) |
| Barry Coulson | Julie Longo | Tomo Tanaka |
| Roy Daykin | Robin Macqueen | Daniel Thorpe |
| Leelah Dawson | Clayton Munro | Lane Trotter, Chair |
| Lisa Fisher | Kristine Nellis (regrets) | Justin Yau |
| Margaret Heldman | Brad O'Hara | Gayleen Wren |
| Ian Humphreys | Dawn Palmer | |

Guest:

Mark Adams, Director, Ancillary Services

Recorder:

Alice Hsu, Executive Assistant to the President

Prior to the start of the meeting, L. Trotter welcomed guest M. Adams.

1. Review of Agenda

The agenda was approved as distributed.

2. Review of Minutes and Business Arising

a) Draft Minutes of the Meeting held November 4, 2014

The Minutes attached to the agenda were approved with the following change:

- item 6 a) under Budget Development for 2015/16: change "Core Review" to "Skills for Jobs Blueprint"

3. STANDING ITEMS

a) Building Update

W. Lannard had no special update to report on the construction of the new Science and Technology Building.

W. Lannard noted that many people asked about the steel members that appear curved. She explained that it is predetermined curvature and the weight of the concrete will flatten out the curvature once the concrete floor is poured.

b) IT Update

T. Stachura made a presentation to provide an update on projects that had significant progress and on operational status in each area. He noted that an IT Info Session was held on November 26, 2014 and another one will be held in the afternoon of December 2, 2014.

In response to a question, J. Yau advised that the new email system will give everyone 10 GB of space compare to 500 MB to 1 GB most employees currently have.

J. Yau made a presentation on the Langara Systems Roadmap Review advising that in 2015 IT will change its focus from maintaining our current systems to engaging in a business process review with all areas of the campus to determine each area's specific IT needs. The new project, named Leapfrog, will allow us to make a large jump forward on modernizing our systems and services rather than a gradual improvement while maintaining the capability to resolve downtime within a reasonable time frame. J. Yau and I. Humphreys answered members' questions and noted the importance of having proper communication with students and faculty in case the registration system is down during registration period.

c) Budget Update

L. Trotter provided an update on 2015/16 budget development advising that the College has held four townhall meetings, attended various departmental meetings, and has been posting information on the budget website. He also advised that the Senior Leadership Team itself and together with Deans will have more meetings in December. The intent is to make an announcement at the January 2015 Langara Council meeting about how the 2015/16 budget will be balanced.

4. CURRICULUM ITEMS

a) Education Council Meeting held on October 21, 2014

G. Krause referred to the summary report of the Education Council meeting held on October 21, 2014 attached to the agenda and highlighted the following:

- The new Field Studies in Asia program and current Gothic Studies Abroad UK program have both been designed or revised to be as flexible as possible to allow changes to be made based on timing and faculty involved in teaching the course.
- Post Degree Diploma (PDD) in Nursing Practice in Canada, originally designed strictly for nurses coming from India, has been revised to allow the program to be offered to nurses from other countries. As well, more options are added for meeting English proficiency requirements.
- There are a couple of new courses, course changes, and changes from Continuing Studies, including establishing minimum entrance requirements for Digital Music Certificate Program to be student loans eligible. Continuing Studies also has three new certificate programs – Advanced Administrative Assistant Certificate, Construction and Development Certificate, and Supervisory Skills Training for Construction Certificate.

- PDD in Business Administration and Marketing Program received a lot of interest and will be adding a Fall intake in 2015.

The Education Council summary report for October 21, 2014 was received for information.

5. FOR ACTION

a) Policy B3003 – Ethical Conduct

D. Palmer referred to the draft Policy B3003 – Ethical Conduct attached to the agenda and advised that this policy was created as a result of government’s directive applicable across the public sector to standardize the code of conduct for all employees within the sector. D. Palmer highlighted Post-Employment Restrictions for Senior Leaders, i.e. Associate Vice-President and above, and noted that this new Policy B3003 replaces Policy 4.1.0.3 – Conflict of Interest and Policy 4.1.1.2 – Employment of Relatives, and includes language that is tied in with Policy D1007 – Respectful Workplace, and Privacy, Access and Confidentiality Policy, which is currently under development. Discussion ensued and members’ questions were answered.

It was moved by K. Jang, seconded by R. Daykin

THAT, Langara Council approves Policy B3003 – Ethical Conduct

**Carried.
Abstained – 1**

6. FOR INFORMATION

a) Presentation: KCI Feasibility Study Report

R. Daykin made a presentation on the Condensed Overview of Feasibility Study Results from Ketchum Canada Inc. (KCI) and advised that the study was conducted to determine if the College has the potential to do large capital fundraising at this time. KCI recommends not going forward with a large capital campaign at this time as their findings show that external communities are more interested in program specific and primarily student financial aid support opposed to capital, and the College currently does not have major donors.

R. Daykin noted that, to be successful, advancement needs to be a core function of the institution. An internal culture of philanthropy needs to be built and it requires significant and consistent effort from all levels of senior executives, staff, and faculty. R. Daykin also noted that the full Feasibility Study Report can be obtained from College Advancement.

In response to a question, R. Daykin advised that the Langara College Foundation Board Members include Bruce Hurst, Ujjal Dosanjh, Eric Hogan, Gary Mason, and Simi Sara, and they will work on connecting with both internal and external communities.

In response to a question, R. Daykin advised that Okanagan College did have a successful capital fundraising campaign.

b) President's Report

L. Trotter reported on the following:

- The College had various United Way fundraising activities including craft fairs, hot dog lunches, distributing employee payroll deduction gifting forms, and the Dancing with Our Stars: Langara Edition event. Last week's craft fair and the dancing event raised \$4,500. Winners of the dancing event were Reba Noel and Eddie Henrick.
- L. Trotter presented the paper he co-authored with a colleague at BCIT on Academic Freedom at the Philosopher's Jam on November 20, 2014. He will be making a similar presentation to the Centre for Policy Studies in Higher Education & Training (CHET) at UBC on December 3, 2014 with the co-author.
- The Board met on November 27, 2014 and decided that Board members will not attend the Colleges and Institutes Canada's annual conference in 2015. Initiated by the Board Chair, Langara will host a one-day Governance Workshop on February 13, 2015 offered by the Association of Governing Boards (AGB) from the United States, and some Board members are planning to attend AGB's Annual Conference in 2015.

There being no further business, the meeting was adjourned at 10:17 a.m.