

LANGARA COUNCIL
Minutes of a Meeting
held on Tuesday, January 20, 2015
Room C408 at 0930 hours

Members:

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

Guest:

Deanna Douglas

Recorder:

Alice Hsu, Executive Assistant to the President

Prior to the start of the meeting, L. Trotter welcomed guest D. Douglas.

1. Review of Agenda

The agenda was approved with the following change:

- Item 3 c) Budget Update to be covered under 5 a) President's Report

2. Review of Minutes and Business Arising

a) Draft Minutes of the Meeting held December 2, 2014

The minutes of the meeting held on December 2, 2014 were accepted.

3. STANDING ITEMS

a) Building Update

W. Lannard advised the construction for the new Science and Technology Building continues to be on schedule and there were no other updates to report.

In response to a question, W. Lannard advised that workers have been working on the basement and they are starting to build the cantilever.

b) IT Update

T. Stachura made a presentation to provide an update on projects that have had significant progress, summarized overall operational status, and advised staff changes in the IT Department. He noted that two IT Info Sessions have been scheduled on March 12, 2015 and March 18, 2015 for the Spring 2015 semester, and IT is also organizing trainings for employees who directly handle Purchase Card information.

In response to a question in relation to Resource RFP, T. Stachura advised the final selected company will provide recruitment services including hiring permanent positions and supplying contract or temporary positions as required.

T. Stachura also made a presentation to provide an update on Leapfrog Business Analysis Training advising that training sessions on Business Analysis Essentials will be offered to people who are not business analysts but will participate in business analysis, and more advanced course on Business Process Review will be offered to people who will be directly involved in the business process reviews for Project Leapfrog. Discussion ensued and members' questions were answered.

4. CURRICULUM ITEMS

a) Education Council Meeting held on November 18, 2014

G. Krause referred to the summary report of the Education Council meeting held on November 18, 2014 attached to the agenda and noted that many small changes came through the meeting as it was the deadline for the summer term. She highlighted the following:

- Langara School of Management has developed some Special Topics courses in business and international business, as well as some new courses for Post Degree Diploma programs.
- Co-op normally has four levels of full-time courses. Each course has now been broken into two half-time courses, which can be served as alternatives to the existing full-time courses for students who are unable to take courses in full-time.
- Journalism has a new course - Civic Reporting.
- There are many course changes including some small changes in policies and credentials.
- Continuing Studies has two new certificate programs - Advanced Dog Walking Professional Certificate and Therapeutic Touch Practitioner Certificate, both are building on existing successful and popular programs Continuing Studies is already offering.

The Education Council summary report for November 18, 2014 was received for information.

5. FOR INFORMATION

a) President's Report

L. Trotter provided the following report:

- **Budget Update**

L. Trotter advised that previously projected deficit of \$3M for FY2015/16 has now been reduced to 270 thousand dollars as a result of gaining extra \$1.55M revenue mainly from increased enrolment in International Education and Continuing Studies and ability to charge tuition for Adult Based Education and ESL programs; saving 680 thousand dollars by freezing vacant positions; and reducing \$0.5M expenses by completing required paperwork to reduce current vacation liability. The revised deficit estimates will position the College well in managing its 2015/16 budget. Downsizing is not expected although the College will look at operational efficiencies.

While the budget projection for FY2015/16 has improved, concerns remain for FY2016/17 and beyond. Starting from April 1, 2015, the College will start working on three-year budget between FY2016/17 and FY2018/19 and review possible ways to improve operational efficiency.

L. Trotter and B. O'Hara thanked International Education Department, Continuing Studies Department, Registrar's Office, Deans, Division and Department Chairs, faculty members and everyone who helped increase enrolments and revenue, develop new programs, and improve operational efficiency and costs. L. Trotter also thanked D. Douglas for all the work she has done for the budget development in the past two months. Discussion ensued and members' questions were answered.

- **New Minister of Advanced Education**

L. Trotter advised that he met with the new Minister A. Wilkinson at BC Colleges Presidents' Meeting on January 19, 2015 and the Minister will visit Langara on January 26, 2015.

- **Coat of Arms Unveiling Ceremony**

L. Trotter reminded everyone that on January 28, 2015 Governor General will be visiting Langara College to unveil the College's Coat of Arms, a project initiated by D. Ross and carried on by R. Daykin. He advised that the Musqueam will have an active role in the Unveiling Ceremony, which will be held in the Students Unions' Building, and encouraged everyone to attend. L. Trotter thanked everyone who has been involved in developing the Coat of Arms, and Communications and Marketing Department for working with Governor General's office on protocol and taking the lead on organizing the Unveiling Ceremony.

There being no further business, the meeting was adjourned at 10:08 a.m.