

LANGARA COUNCIL
Minutes of a Meeting
held on Tuesday, December 13, 2016
Room C408 at 1330 hours

Members:

Jim Bowers	Ian Humphreys	Pamela Robertson (regrets)
Michele Bowers (regrets)	Gerda Krause	Desmond Rodenbour
Jacqueline Bradshaw	Julie Longo	Roger Semmens
Lynn Carter	Robin Macqueen	Viktor Sokha
Patricia Cia	Clayton Munro	Tomo Tanaka
Spencer Dane	Kristine Nellis (regrets)	Daniel Thorpe
Leelah Dawson (regrets)	Dawn Palmer	Lane Trotter, Chair
Margaret Heldman	Ajay Patel	

Guests:

Michael Koke, Director, Financial Services
Laura Vail, Representative, Langara College Administrators Association

Recorder:

Alice Hsu, Executive Assistant to the President

Prior to the meeting, L. Trotter welcomed guests M. Koke and L. Vail, who was attending on behalf of P. Robertson.

1. REVIEW OF AGENDA

The agenda was approved as distributed.

2. REVIEW OF MINUTES AND BUSINESS ARISING

a) Draft Minutes of the Meeting held on November 1, 2016

The minutes of the meeting held on November 1, 2016 were accepted.

3. STANDING ITEMS

a) IT Update

V. Sokha reported on the following:

- Presenters have been reported missing from several classrooms. Aside from purchasing more presenters, lock boxes will be installed and signage will be put up in classrooms to mitigate this issue. Faculty members can still borrow a presenter from AV Services in the case a presenter is missing from a classroom.
- 70 document cameras will be installed in classrooms by the end of December 2016 and all classrooms are expected to have a document camera by March 2017. Faculty

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members who have a more urgent need may contact AV Services to have one installed right away.

- Personal printers will be installed for areas where a network printer is not available. Citrix specialists will be hired to help speed up the process and it is IT's goal to resolve the printing issues by the end of January 2017.

Discussions ensued and members' questions were answered.

4. FOR INFORMATION

a) 2017/18 Preliminary Budget

V. Sokha noted that the 2017/18 budgeting process started much earlier than past practice in order to align the schedule with the College's academic cycle. Referred to the 2017/18 preliminary budget documents attached to the agenda package, V. Sokha explained the assumptions used in preparing the preliminary budget and M. Koke went through some key revenue and expenditure figures with Council members.

V. Sokha noted that minor changes may still occur before it is finalized for the Board's final approval in March 2017. M. Koke added that the preliminary budget had been reviewed at both an Audit and Finance Committee meeting and a Board meeting in November 2016.

Discussions ensued and members' questions were answered.

b) President's Report

L. Trotter highlighted following events mentioned in the President's Report attached to the agenda:

- Outstanding Alumni Awards – It was held on November 3rd in the event space in the new Science and Technology Building. L. Trotter gave a quick overview of each award winner and thanked the Langara College Foundation, Communications and Marketing team and everyone involved in making this event a great success.
- United Way Appreciation Tea Event – It was hosted by Langara United Way Committee on November 10th. L. Trotter thanked the Committee members for their work on behalf of the College for fundraising for the 2016 campaign and advised that, effective January 2017, he will be the 2017 Campaign Chair of United Way of the Lower Mainland.
- AVED All Staff Meeting – L. Trotter joined a panel discussion with two presidents and a vice-president from other institution at an AVED All Staff Meeting held on November 22nd to talk about where they saw the post-secondary education would be in the next ten years.

- India Trip – L. Trotter highlighted some meetings occurred during a business trip in India between November 25th and December 1st and accompanied by Provost and VP, Academic and Students I. Humphreys, VP, External Development A. Patel and Board Member J. Sandhu. The purpose of the trip was to look at finding the right partners in India and how Langara can assist India with some of its challenges. I. Humphreys and A. Patel also shared their thoughts and the impressions they got from the meetings they participated during the trip.

There being no further business, the meeting was adjourned at 2:25 p.m.