

LANGARA COUNCIL
Minutes of a Meeting
held on Tuesday, April 9, 2019
Board Room B141 at 0930 hours

Participants:

Antonella Alves	Nora Franzova	Richard Ouellet
Darren Bernaerdt	Margaret Heldman* (regrets)	Rosamaria Palozzi
Jim Bowers (regrets)	Gerda Krause	Ajay Patel
Michele Bowers (regrets)	Gurbax Leelh	Dorothy Paukste* (regrets)
Jacqueline Bradshaw	Julie Longo	Wanda Pierson
Ryan Cawsey	Tess MacMillan	Viktor Sokha (regrets)
Ben Cecil	Jane Mason	Ann Syme (regrets)
Patricia Cia	Ian McBain	Daniel Thorpe (regrets)
Eleanor Clarke	Scott McLean (regrets)	Lane Trotter, Chair
Laura Cullen	Clayton Munro (regrets)	

* non-voting

Guests:

Chris Arnold Forster, Director of Organizational Risk & Internal Controls
David Cresswell, Chief Information Officer
Alison Curtis, Representative, Langara Faculty Association
Lisa Fisher, Director, Communications & Marketing
Pablo Vargas, Manager, CS Finance & Administration

Recorder:

Alice Hsu, Executive Assistant to the President

Prior to the start of the meeting, L. Trotter welcomed guests C. Arnold Forster, D. Cresswell (attending for V. Sokha), A. Curtis (attending for S. McLean), L. Fisher, and P. Vargas (attending for D. Thorpe).

L. Trotter thanked everyone for their patience over the last week following the campus incident occurred on April 1, 2019. He acknowledged that no one was physically hurt during the incident and he thanked all students and employees for evacuating the campus in an orderly manner on the day. He also thanked the academic leaders, faculty and staff for getting classes back up and running so quickly that allowed the semester to conclude successfully and minimized the impact on our students. As well, he thanked all who helped make sure resources were deployed to deal with counselling and various issues resulted from the incident. He advised that the College is committed to a full debrief with the College community on what happened and is working on finding dates to host debrief sessions in the next couple of weeks after the final exam time. C. Arnold Forster, in his role as the Director of the Emergency Operations Centre (EOC), is in attendance today to provide additional information and update on T Building remediation. L. Trotter once again thanked everyone for their continued patience and support as the College works on returning to regular operations.

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 March 12, 2019

The minutes of the meeting held on March 12, 2019 were accepted.

3. STANDING ITEMS

a) Workday@Langara Update

No update was reported.

b) IT Update

In the absence of V. Sokha, D. Cresswell reported on the following projects IT has been undertaking:

- Workday Project- Currently nine IT staff are seconded and working full-time to support this important strategic project. This puts an impact on IT's capacity in the coming year.
- Mitigation and Remediation of the T Building Incident- An IT remediation company has been hired to work on recovering damaged IT equipment (computers, phones, Multi-Functional Devices, and AV display panels, etc.) out of the T Building to have them recertified and assessed for reuse. In addition, IT has helped the Registrar & Enrolment Services department resume their operations quickly by relocating the department to the Library building and its front counter to be with the Continuing Studies front counter.
- Policy Review- Policy B5009 Credit and Debit Cardholder Security and its related procedures are undergoing a review to ensure compliance with the Payment Card Industry (PCI) standards. Acceptable use of IT policy will be reviewed next.
- Secondary Data Centre- The Secondary Data Centre is now fully implemented to provide full redundancy for mission-critical systems such as Banner.
- Secondary Fibre Path- IT is working with BCNet to pull a secondary fibre path to campus to provide full redundancy to the internet.
- IT Governance- D. Cresswell will engage IT Governance Committee members in conversations to see how the Committee can optimize the IT Governance process and create greater transparency for the College community.
- Cyber Security- IT is working on developing a roadmap and a proposal for implementing a cyber security program.

In addition to the above projects, IT is also reviewing the operational plans being developed by the academic portfolios to see the potential support and resources needed from IT. The IT team will also be working on developing a more transparent portfolio management process to increase accountability and transparency of where IT resources are being allocated.

4. CURRICULUM ITEMS

a) Education Council Meeting held on February 26, 2019

R. Cawsey referred to the summary report attached to the agenda for the Education Council meeting held on February 26, 2019 and highlighted the following:

- Journalism made several changes to the admissions requirements for its diploma and certificate programs to align more closely with other Journalism programs in Canada. The department also opened some JOUR courses to allow registration by students outside of the Journalism programs. This change will provide students with opportunities to sample Journalism courses without committing to an entire credential.
- Recreation Studies made changes to the curriculum of its two-year diploma and four-year degree programs to offer students an ideal pathway to transfer from one to the other.
- Asian Studies created a new course – Contemporary Korean Culture (ASIA 3396) in response to strong student interest in courses related to Korea. This third-year course can also be served as an elective for students in other programs.
- Interdisciplinary Studies created a new course – Food and Drink in the Ancient Greek and Roman world (CLST 1125).
- Continuing Studies is offering a new two-year full-time Diploma in Advanced 3D Animation using licensed curriculum from the Academy of Art University (AAU).

The Education Council summary report for February 26, 2019 was received for information.

5. FOR INFORMATION

a) College Community Recovery Update

C. Arnold Forster briefed on what happened to the T building on April 1, 2019 and advised the situation was very fluid at the time of the incident as the EOC team was first convened on-site immediately after becoming aware of the fire but then needed to move off-site within 15 minutes. He noted that the criminal investigation is ongoing and encourage anyone with information to share it with the Vancouver Police Department (VPD) Major Crime Unit but alerted that, as it is an ongoing criminal investigation, the VPD does not provide the College with full disclosure to avoid tainting the investigation.

EOC used the BC Emergency Response Management System (BCERMS) framework to inform priorities and responding to the situation. There are eight priorities set in the framework, in the following priority order and consistently used by all first responders in coordinating efforts: save lives, reduce suffering, protect public health, protect government infrastructure, protect property, protect the environment, and reduce economic and social losses. C. Arnold Forster noted that, while these are prioritized, they are not necessarily sequential in terms of the way we deal with them. He then went through each of the priority in further details and how they were applied in this incident.

C. Arnold Forster reiterated all of President Trotter's thank you to everyone who helped at the time of the incident, deal with the aftermath, and bring classes and RES operations back up and running. He also reaffirmed that himself, the EOC team and the College are committed to having an incident review of the process. The VPD will also have a review of their process.

Discussions ensued and following topics and questions from Council members were discussed and answered: collaboration and resources sharing with other post-secondary institutions in the Lower Mainland; ongoing status update; the individual who set the fire and what happens when the individual gets released by the VPD; communication channels and contacts available when incident like this happens; action plan in the case this type of incident happens during evening class time; T building remediation time frame; and insurance coverage for personal property (computer, cell phone, etc.) damaged because of the incident.

Frequently asked questions and answers can be found in the attached Appendix I.

President Trotter thanked everyone again for their patience, their leadership and help and support provided to students and colleagues.

b) President's Report

President Trotter encouraged Council members to read his report attached to the agenda and reach out through A. Hsu for any questions.

There being no further business, the meeting was adjourned at 10:26 a.m.

Appendix I
April 9, 2019

April 1, 2019 Campus Incident - Frequently Asked Questions

What kind of support will be offered to students, staff, and faculty?

The College's counselling department have made themselves available to students, faculty, and staff on an ongoing basis, adding hours and availability wherever possible. The College also arranged for representatives from Morneau Shepell to provide Traumatic Event Support Sessions for students.

When and where did the EOC convene and what procedures did they follow?

The EOC convened initially in C408, and then when the VPD ordered that the campus be evacuated, reconvened offsite at Langara golf course to continue its work. The EOC liaised closely with VPD and emergency personnel throughout the day.

What do we know about the suspect and what is the plan if/when the suspect is released?

What we can share about the suspect is limited beyond confirming that the individual is a domestic student due to privacy laws and the ongoing court proceedings. The College is following the investigation and legal process closely, and safety and security plans are in place should they be needed to ensure the safety of our campus community.

How extensive is the damage to the T building and what is the remediation (or restoration) schedule?

Remediation began immediately and the T building is expected to partly re-opened in time for the summer/May 2019 semester including all classrooms, labs and the gallery space while offices and other areas will be re-opened on an ongoing basis.

Will the College be reviewing emergency procedures and how communication can be improved when something like this happens again?

The College will engage a third-party, an independent risk assessment firm specialized in crisis response, to conduct a full review of the incident and the ensuing campus-wide evacuation. These situations are thankfully very rare, but we always seek to learn what we can from them to improve our processes.

What insurance coverage is available for personal possessions that got damaged during the incident?

Their primary insurer is their own insurer and the College's insurance policy will cover the amounts over and above that up to \$3,000. Employees should notify Risk Management of personal possession claims for items used for work in excess of their personal insurance. Risk Management will help the employee to clarify the process to follow for insurance claims on their case.