

**LANGARA COUNCIL**  
**Minutes of a Meeting**  
**held on September 22, 2020**  
**via Zoom meeting at 9:30 a.m.**

**Participants:**

Darren Bernaerdt	Kerri Janota	Dorothy Paukste*(regrets)
Jim Bowers	Susan Kelsall	Wanda Pierson
Steven Brouse	Gerda Krause	Terri Rear
Patricia Cia	Gurbax Leelh	Viktor Sokha
Laura Cullen	Julie Longo	Ann Syme
Nora Franzova	Tess MacMillan	Lane Trotter, Chair
Marianne Gianacopoulos	Robin Macqueen	Yusuf Varachia
Jody Gordon	Jane Mason	Pablo Vargas
Margaret Heldman	Scott McLean	

\* non-voting

**Recorder:**

Alice Hsu, Executive Assistant to the President

Prior to the start of the meeting, L. Trotter welcomed new members J. Gordon (new Associate Vice-President, Students), T. Rear (new Chair of the Langara College Administrators' Association.), and P. Vargas (new Dean, Continuing Studies).

**1. APPROVAL OF AGENDA/CONSENT AGENDA**

- a) Draft Minutes of the Langara Council Meeting held on June 23, 2020
- b) Draft Minutes of the Special Langara Council Meeting held on June 23, 2020
- c) Draft Minutes of the Special Langara Council Meeting held on Aug. 20, 2020
- d) Workday@Langara Update
- e) IT Update
- f) Summary Report of the Education Council Meeting held on May 19, 2020 and the Extraordinary Meetings held on June 3, 2020 and June 10, 2020
- g) President's Report

It was noted that item f) should read "Summary Report of the Education Council Meeting held on June 23, 2020..." instead of May 19, 2020.

It was moved by D. Bernaerdt, seconded by L. Cullen:

**"THAT, the Langara Council approve the agenda/consent agenda with the above noted correction and acknowledge receipt of the consent agenda materials for information"**

**Carried Unanimously.**

**2. FOR INFORMATION**

**a) Enrolment Update**

M. Heldman gave a presentation to review the following enrolment numbers in 2019 and 2020:

- Summer Semester Regular Studies enrolment numbers in seat counts,
- a weekly report on numbers of applications for the Spring 2021 Semester and enrolments for the Fall 2020 Semester to-date,
- Fall Semester enrolment numbers by seats at a number of days throughout the registration period in regular studies, and
- Fall Semester enrolment numbers by faculty and division passing the stable day – last day to drop regular semester courses for 70% tuition refund.

L. Trotter advised that overall the Fall 2020 enrolment numbers are much better than expected and it made the anticipated deficit more manageable. He thanked everyone for their hard work.

Discussions ensued and members' questions were answered.

**b) Budget Update**

V. Sokha advised that the Finance department is working on the Q2 forecast report for fiscal 2020/21 that is due to the Ministry on October 1, 2020. Having passed the stable day helps the Finance to produce more accurate forecasts particularly for revenue. As many decisions will be made based on the forecasts, the accuracy of the forecasts is important. To help improve the accuracy, V. Sokha encouraged everyone to review their budget and advise the Finance if any large amount of previously approved expenses might not be spent. At this point, a deficit is still anticipated as presented to the Langara Council at the special meeting held in August.

Discussions ensued and members' questions were answered.

**c) Interim Working Off-campus Guidelines Update**

J. Mason advised that the Working Off-campus Guidelines were first implemented in March 2020. The initial version was created within a short time as the College moved to a remote working environment quickly back then. As most other businesses in the Province also moved to the remote working environment, WorkSafe BC worked over the summer to update and clarify their rules and regulations around working remotely. Hence, the College's guidelines have been changed accordingly to adhere to WorkSafe BC's directives and guidelines. J. Mason then referred to the Interim Working Off-campus Guidelines document attached to the agenda to highlight the key changes to the document.

Discussions ensued and members' questions were answered.

**d) Policies Update**

J. Mason provided an update on the work that will be undergoing for updating the College's Respectful Workplace and Human Rights policies. She advised that our Human Rights policy has fallen behind the human rights legislation which had some significant changes made by the current government about a year and a half or so ago. The changes also have an impact on our Respectful Workplace policy. The work will start in October 2020 with some consultation and collaboration sessions with eight focus groups throughout the College. Representatives from the People & Culture department will be in attendance to facilitate and guide those discussions. The goal is to use these policies as a motivating tool to support a safe and respectful working environment. Anyone who is interested in this area but has not heard about this work or been

invited to join one of the focus groups is encouraged to contact the Human Resources Operations Director P. Mistry or herself directly.

J. Mason noted that the policies will be written in plain languages and be gender-neutral and inclusive. However, it is important to know that these policies are not about diversity, equality, and inclusion although these elements will be included. Draft policies, hoping to be developed by December 2020, will be shared with the College community for further consultation and the goal is to present the final draft to the Langara Council by the end of Spring 2021.

**e) Academic Plan Update**

M. Heldman advised that an Academic Planning Steering Committee was constituted about a year ago and had organized 14 facilitated consultation sessions throughout the College community. From those discussions, 19 themes were identified and presented to the Working Group of the overall Academic Plan Committee for their consideration and then back to the Steering Committee in the Spring for their further feedback. After being put on hold for a few months due to COVID-19, the Steering Committee met again yesterday to resume the work for the project. A workbook will be created based on the theme collected and is expected to be available by end of the year for the next round of consultation.

**f) Strategic Plan Update**

Y. Varachia gave a presentation to provide an update on the work that has been done for developing the College's Strategic Plan 2025. He thanked everyone who participated in phase 1 and phase 2 community consultations that took place in Fall 2019 and Spring 2020. He advised that the rollout of the new Strategic Plan has been deferred from January 2021 to March 2021 to allow us to gather additional feedback given the impact and changes that have happened since the COVID-19 outbreak. Phase 3 community consultation will take place soon in Fall 2020 to provide the College community an opportunity to reflect on the goals we have set for ourselves given the new reality of COVID-19 and assess if any changes are needed.

There being no further business, the meeting was adjourned at 10:24 a.m.