

**LANGARA COUNCIL**  
**Minutes of a Meeting**  
**held on December 15, 2020**  
**via Zoom meeting at 9:30 a.m.**

**Participants:**

Darren Bernaerdt	Kerri Janota	Dawn Palmer*
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 (regrets)	Lane Trotter, Chair
Marianne Gianacopoulos (regrets)	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 wished everyone a happy holiday season. He thanked everyone for their hard work since the COVID outbreak in March 2020 to ensure the continued delivery of our academic programming and provide support to our students.

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

- a) Draft Minutes of the Langara Council Meeting held on Nov. 17, 2020
- b) Workday@Langara Update
- c) IT Update
- d) Summary Report of the Education Council Meeting held on Nov. 17, 2020
- e) President's Report

It was moved by A. Syme, seconded by L. Cullen:

**THAT, the Langara Council approve the agenda/consent agenda and acknowledge receipt of the consent agenda materials for information**

**Carried Unanimously.**

**2. FOR INFORMATION**

**a) Enrolment Update**

M. Heldman presented the latest weekly report on applications, enrolments, course sections, and section workload unit numbers for the Spring 2021 term with comparative figures as of the same period of time in 2019. She noted that students are still to receive their final grades and know if they have met the required pre-requisites next week. She added that the projected revenue and section unit costs were both down comparing to last year. Domestic students are taking a similar number of courses while international students have registered for more courses for the Spring 2020 term. While there is a waitlist, the majority of the waitlist activities can be attributed to students who just want to switch from one section or course to another.

Y. Varachia added that enrolment numbers are also expected to change after the fee payment deadline, which is December 16, 2020.

In response to a question related to the size of the waitlist and how decisions were made in terms of adding or not adding more classes to help reduce the waitlist, M. Heldman advised that Deans had ongoing consultation with department and division chairs throughout the registration period and made decisions based on the information collected through these conversations.

**b) FY2021/22 Preliminary Budget**

Before V. Sokha gave a presentation on “FY2021/22 Preliminary Budget Update”, L. Trotter noted that this is only a preliminary budget with many caveats and it had been presented to the Board at its November meeting.

V. Sokha went through the major assumptions used in preparing the preliminary budget that is predicting a deficit of \$8.6M and explained the key changes in revenue and expenses from the FY2020/21 budget that was approved by the Board in March 2020 when the COVID outbreak had just started. He noted that the government has not approved the College to run a deficit. The College is still working on revenue projections and budget addition requests, and can still make adjustments before presenting the final budget to the Board for approval in March 2021.

[W. Pierson joined the meeting at 09:52 a.m.]

V. Soha then talked about the capital acquisitions budget and highlighted some differences between the FY2021/22 proposed budget and the FY2020/21 approved budget.

Discussions ensued and members’ questions around additional positions to assist the Academic areas for their finance and budgeting needs, College’s obligation to have a balanced budget, the process for requesting capital budget, College’s ability to utilize the cash and surplus showing in the financial statement, and the deficit projected for the end of the FY2020/21 were answered by V. Sokha and L. Trotter. V. Sokha advised that Finance is working on the Q3 forecast for the year ended March 31, 2021, and it will be shared with the Langara Council when it is ready in the New Year.

In response to a request to see the enrolment and section numbers at the end of each term in the current fiscal year, M. Heldman and Y. Varachia will work with Institutional Research to pull out the data and present it at the next Langara Council meeting.

There being no further business, the meeting was adjourned at 10:36 a.m.