



Members:

Linda Arnold (absent)
Alan Cooper
Laura Cullen
Deanna Douglas
Penny Gallagher (absent)
Martin Gerson, Acting Chair
Marg Heldman
Linda Holmes, Chair (absent)
Ken Jillings
Reba Noel
Pam Novak-Cawley

Brian Pendleton
David Pepper
Christine Peterson
Lynn Scarborough
Roger Semmens
Doug Soo
Dennis Steeves
Gloria Swadden
Jaroslav Welz (absent)
Nancy Wickham (absent)

1. **REVIEW OF AGENDA**

The agenda was approved as circulated.

2. **REVIEW OF MINUTES AND BUSINESS ARISING**

a. **Draft Minutes of the Meeting held on September 14, 2004**

Campus Master Planning – Public Open House – September 14 and 18, 2004

D. Douglas reported that the Open House went well. There were a fair number of attendees from the neighbourhood and the main concerns raised were parking and traffic.

The next step in the process is a review on Wednesday, September 29, 2004 by the City Design Panel who will give input. On Thursday, September 30, 2004, there will be a Public Hearing at City Council relative to the amendment of the current by-law.

Registration Update – 200430

M. Gerson said that registration statistics will be reviewed to see what adjustments need to be made for this year and future years.

Langara College Open House – November 5 and 6, 2004 – Staff Compensation

K. Jillings noted that a document is being prepared in consultation with L. Holmes to outline how staff will be compensated for time worked during the Open House. This will

be based on existing policies and collective agreements. The document will be distributed soon.

It was agreed by consensus

**THAT the minutes of the Langara Council meeting held on
September 14, 2004 be approved.**

Carried

3. CURRICULUM ITEMS

a. Education Council Meeting held on June 8, 2004

P. Novak-Cawley noted that there was one item of particular interest in the minutes, namely "Admission Requirements for International Students Under Age 18" (under H. Other Curriculum Related Items).

There were no program changes with financial implications.

4. ACTION ITEMS

a. Draft Policy #B5007 – Research Involving Living Human Subjects

M. Gerson gave some history on this draft policy, which was approved in June 2003 by Education Council but has been awaiting wording and formatting changes. The decision was made to bring it before Langara Council as the policy addresses not only educational policy, but an implementation management issue as well. M. Gerson outlined the minor changes which had been made, primarily: wording changes to comply with policy guidelines, re-numbering (8.6 through 8.11), changes to the language to improve the flow, and headings inserted for clarification. He emphasized that the changes do not alter the process to be followed or the way decisions are made. The changes were vetted by P. Novak-Cawley (Chair, Education Council), L. Cullen (Vice-Chair, Education Council), and M. Gerson.

The proposed policy is consistent with policies of other institutions on this matter. The Medical Research Council of Canada, the Natural Sciences and Engineering Research Council of Canada, and the Social Sciences and Humanities Research Council of Canada met and put together the Tri-Council Policy Statement "Ethical Conduct for Research Involving Humans". This publication lays out the standards for such policies. Subsequently, Canadian universities have revised their policies and procedures to comply with these standards. The ad hoc committee that drafted this proposed policy at Langara reviewed the policies of other institutions and decided to use Simon Fraser University's as a model.

Once the policy passes, it will go back to the President for sign-off. There will be a number of additional steps for implementation. The President will name a person to act as Director of Research Ethics. The policy will have to go back to Education Council for information and Education Council will have to set up the Research Ethics Committee. Once the policy has been implemented, courses will need to be submitted and approved for compliance. It will probably not be implemented before the start of the Spring 2005 semester as originally anticipated; more likely it will be implemented during the Spring 2005 semester, in time to review courses that will be offered in the Fall 2005 semester.

In the meantime, it was suggested that it be made known that the policy has been approved and that new courses will need to comply once the policy has been implemented.

Thanks were expressed to the people who worked so hard to draft the proposed policy.

The drafting committee consists of the following:

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|------------------------------------|---|
| Robin Carr, HASHS | Larry Sherwood (later: Keith Murray), Bus. & Comm. Pgms. |
| Elizabeth Ballard, Social Sciences | Linda Sum, Coord. Human Rights |
| Rob Dykstra, Creative Arts | Larry Xiong, Coord. Inst. Research |
| Alistar Browne, Humanities | Martin Gerson, Dean of Instruction |
| Kevin Craib, Math/Sciences | |

It was moved by L. Cullen, seconded by P. Novak-Cawley

THAT Policy #B5007 Research Involving Living Human Subjects be approved as presented, to come into effect only after the necessary mechanisms have been put in place for its implementation.

Carried unanimously

5. INFORMATION ITEMS

There were no information items brought forward.

There being no further discussion, the meeting was adjourned at 1000 hours.