



Members:

Antonella Alves
Linda Arnold (absent)
Lynn Carter
Laura Cullen
Deanna Douglas, Chair
Martin Gerson
Jim Goard
Linda Holmes (absent)
Jim Hooton
Ken Jillings (absent)

Terry Kornutiak
Gerda Krause
Wendy Low (absent)
Kevin Paul
Ken Pawlak
Brian Pendleton
Roger Semmens
Doug Soo
Nancy Wickham (absent)
LSU Representatives (2 – absent)

Visitors:

Chris Arnold-Forster
Barry Coulson (9:55 a.m.)

Carla Fairbairn
Gloria Swadden

In the absence of L. Holmes, D. Douglas chaired the meeting.

1. REVIEW OF AGENDA

The agenda was approved with the following additions:

- 5. Information Items**
 - b) Internal Control
 - c) U-Pass

2. REVIEW OF MINUTES AND BUSINESS ARISING

- a) Draft Minutes of the Meeting held on October 23, 2007

D. Douglas clarified Item 4e) regarding cleanliness of the employee lounge noting that this responsibility lies with Chartwells and not Facilities as first indicated. She noted that concerns regarding cleanliness should still be directed to D. Martin.

L. Cullen noted that Item 4d) paragraph 5 needs to be changed from “L. Cullen and L. Holmes agreed that none of the information included would require that the mini-calendar be removed from circulation” to “L. Cullen agreed to support L. Holmes’ decision not to withdraw the mini-calendar from circulation.”

L. Carter asked M. Gerson for clarification of Item 4d) paragraph 2 regarding the mini-calendar.

M. Gerson responded that L. Holmes had asked him and L. Arnold to look at L. Cullen's letter and N. Wickham's point-by-point response and determine which analysis was correct. They concluded that both were correct from different points of view depending on whether one thought of the document as another version of the calendar (a formal representation of Education Council approved curricula and rules), or as a marketing tool containing more general descriptions. M. Gerson further noted that a written response to L. Holmes' request has been provided to L. Holmes.

It was moved by R. Semmens, seconded by M. Gerson

THAT, the minutes of the Langara Council meeting held on October 23, 2007 be approved with the following changes:

Item 4d) paragraph 5, replace "L. Cullen and L. Holmes agreed that none of the information included would require that the mini-calendar be removed from circulation" with "L. Cullen agreed to support L. Holmes' decision not to withdraw the mini-calendar from circulation."

Carried.

3. CURRICULUM ITEMS

a) Education Council Meeting held October 16, 2007

L. Cullen introduced the Summary Report of the Education Council meeting held October 16, 2007, noting that there were several New Program Proposals. The Psychology Associate of Arts Degree program is designed to offer focus and direction to prospective Psychology majors and minors and upon successful completion will prepare students for entry into the third-year level of most university Psychology programs. The Langara Environment Institute integrated program is a new concept proposed in accordance with the initiatives of Transforming Langara in an effort to transform Langara into a sustainable centre of learning, and will be offered for the first time this summer.

L. Cullen also noted that, after several revisions, the Bachelor of Recreation Management Full Program Proposal has been approved in principle by Education Council.

M. Gerson noted that there may be financial implications once the Bachelor of Recreation Management program is implemented, hopefully by September 2008. D. Douglas noted that this needs to be incorporated in budget as it will have an impact.

It was moved by L. Cullen; seconded by J. Hooton

THAT, the Summary Report for the Education Council meeting held October 16, 2007 be received.

Carried.

4. ACTION ITEMS

Nil.

5. INFORMATION ITEMS

a) 2008-09 Budget – Draft 1

D. Douglas noted a \$2.5M shortfall as a result of one-time funding that is not expected to be received in future years, tuition shortfall, benefit increases, and additional costs in Communications and Marketing. She noted that there will be additional information provided at the next meeting.

b) Internal Controls

D. Douglas introduced Chris Arnold-Forster, Internal Control Consultant, and noted that he has been involved with other areas of the college, such as the Point of Sale system in the Bookstore, Payroll, Web registration, and Financial Aid implementation and testing, when they were implemented approximately 10 years ago. She noted that the college is currently going through an internal control review with KPMG relative to business practices and analysis of risks and controls associated with revenue and expenditure processes. C. Arnold-Forster will be implementing the recommendations and departments will be contacted as required.

One resulting initiative is a periodic review of revenues and expenditures by Budget Officers which is currently being piloted with Continuing Studies. Members were encouraged to contact D. Douglas or C. Arnold-Forster, who provided his contact information, should they have any questions or need further information.

c) U-Pass

D. Douglas announced that the U-Pass referendum's unofficial results of 88% were ratified by the LSU at their meeting held Monday, November 19, 2007, and a press release will be forthcoming. The U-Pass will be implemented in May, 2008 for the summer semester, and the combination of the U-Pass and the Canada Line should make the college more attractive to students. In response to member's questions, D. Douglas noted that the U-Pass fee will be a mandatory fee that will apply to all students who pay Students' Union fees (including employees enrolled in courses) with limited opting out conditions. Any requests for opting out will be managed by the LSU. She noted that there are still a number of issues that need to be resolved and Translink has been contacted to work out the details.

Other

Discussion arose regarding the condition of the employee lounge and the retrofit of the old library and construction of the new LSU building.

D. Douglas noted that a meeting has been scheduled with the Regional and Local Manager of Chartwells to discuss the input that was relative to food and changes with the cashiering and walkthrough in the employee lounge. She also noted that a survey of other institutions found that no other institutions have a servery in the employee lounge and there were no plans to reinstate the servery at Langara.

D. Douglas outlined the plans for the joint project with the LSU regarding the construction of the new LSU building and the retrofit of the old library. Although there have been some recent setbacks with the LSU, it is hopeful that demolition of the old library interior would commence in December, 2007 with complete demolition of the LSU building in late January, 2008. She noted that a final decision from the LSU on whether or not they will move forward at this time will be forthcoming pending the results of their meeting to be held on Monday, November 26, 2007.

There being no further discussion, the meeting was adjourned at 1030 hours.