

**LANGARA COUNCIL**  
**DRAFT Minutes of a Meeting**  
**held on Tuesday, December 6, 2011**  
**Room C408 at 0935 hours**

**Members:**

Fraser Archibald	Gurbax Leelh
Linda Arnold	Julie Longo
John Belshaw	Grace Makarewicz
Lynn Carter	Ian McBain
Roy Daykin	Gordon McNeil (absent)
Julia Denholm	Clayton Munro
Deanna Douglas	Ajay Patel (absent)
Charlotte French	Brian Pendleton
Siddharth Gautam (absent)	Joanne Rajotte
Martin Gerson, Chair	David Ross (absent)
Margaret Heldman	Pierre-Andre Santin
Ian Humphreys	Doug Soo
Ken Jillings	Tomo Tanaka
Gerda Krause	Wendy Watson (absent)

**Guests:**

Korena Jang, Manager, Executive and Board Operations  
Larry Xiong, Director, Institutional Research

**Recorder:**

Diana Falcon, Administrative Assistant, Executive Office

M. Gerson chaired the meeting in the absence of D. Ross.

**1. REVIEW OF AGENDA**

The agenda was approved with the following addition:

- 3 e) Admissions Restructuring - C. French

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

**a) Draft Minutes of the Meeting held November 15, 2011**

The Minutes of the Meeting held on November 15, 2011 were accepted.

**Business Arising**

**Back to Baseline Update**

C. French provided an update on the Back to Baseline project noting that the go live date of November 28, 2011 for the Catalogue and Schedule was completed successfully. She noted that Registrar's Office staff will have limited availability as a result of the project which remains on target for a final Go Live date in March 2012.

### 3. FOR INFORMATION

#### a) **Accountability Reports Presentation of Survey Results**

L. Xiong, Director, Institutional Research made a presentation entitled "2011 Accountability Presentation to Langara Council" which highlighted data from the Langara 2010 Current Student Survey, Provincial Former Student Outcomes Survey: 2010; Langara College Accountability Plan and Report: Langara Performance Measures; BC Student Transitions Project; and Student Demographics.

In response to member's questions, L. Xiong noted the following:

- results of the 2010 Current Student Surveys are based on student perspective;
- the number of students that were assessed from other institutions for comparison purposes to Langara can be provided; and,
- a committee consisting of one representative from each member institution develops and reviews questions for overall business of the Provincial Survey on a regular basis. Suggestions can be made but major changes would still be decided by the committee.

It was noted that information highlighted in the presentation can be obtained at:

<http://www.langara.bc.ca/about-langara/institutional-research/index.html>

#### b) **NSERC Eligibility**

M. Gerson announced that Langara College has been approved by the Natural Sciences and Engineering Research Council (NSERC) for administration of grants which provides Langara the ability to apply for grants in support of post-secondary research in sciences.

M. Gerson thanked and acknowledged the work of the Scholarly Activity Steering Committee (SASC) J. Belshaw, S. Copp, J. Douglas, V. Feng, M. Heldman, I. Humphreys, W. Pierson, S. Plear, J. Russell, K. Sveinson and T. Tanaka, who worked tirelessly developing policies and ensuring that Langara's application was complete.

M. Gerson further noted that Langara is anticipating Social Sciences and Humanities Research Council (SSHRC) approval by the end of the year which will provide a number of opportunities for undergraduates engaged in research in social sciences and humanities.

#### c) **Access Copyright Update**

G. Makarewicz provided an update on the Access Copyright issue noting that the Association of Canadian Community Colleges (ACCC) and the Association of University and Colleges (AUCC) continue to work together. P. Santin completed a survey on Langara's course management systems as Access Copyright has an impression that there is a substantive amount of illicitly published course management material. Instructors have been encouraged to only use material from Langara's permissions database rather than from Access Copyright.

ACCC has recommended that all institutions have a Fair Dealings Policy which will identify what can be photocopied, how much can be photocopied, inter-library loans, etc. A Langara College policy is being developed as a result.

I. Humphreys announced that this would be G. Makarewicz's last Langara Council meeting before she leaves to become Capilano University's first Director of Library Services. I. Humphreys thanked G. Makarewicz for her dedication and service to Langara and wished her well in her new position.

**d) Innovation Fund Announcement**

D. Douglas announced that a call for proposals for 2012-2013 Innovation Funding is now open and information on the application process can be found on the website and on myLangara. The deadline for submission of applications is January 25, 2012. She further noted that interim reports on funding awarded last year are being received and the due date is December 31, 2011. A presentation on these will be made in the Spring of 2012.

**e) Admissions Restructuring**

C. French noted that restructuring in the Office of the Registrar and the Admissions office has occurred to help streamline workflow. Admissions Assistants are generalists in all areas instead of being specialists in certain program areas. Departments should contact Michele McLaurin, Admissions Supervisor with inquiries and she will identify workflow. In addition, on a one-week rotation, one generalist will be responsible for day to day inquiries for international and one for domestic.

There being no further business, the meeting was adjourned at 10:35 hours.