

**Present:** Krisha Dhaliwal Veda Roodal Persad  
Andy Dhillon Ian Mass, Board Chair  
Lenora Gates Brian McGibney  
Janelle Dwyer Raza Mirani  
Yadhunika Goyal Gurman Deep Singh  
Michal Jaworski Lane Trotter, President  
Gerda Krause

**Regrets:** Claude Rinfret

**Employee** Martin Gerson, Provost and VP, Academic  
**Resources:** Dawn Palmer, VP, People Services  
Ajay Patel, VP, External Development  
Viktor Sokha, VP, Administration and Finance

**Constituent** Eleanor Clarke, Chair, Langara College Administrators' Association  
**Groups:** Scott McLean, President, Langara Faculty Association  
Rose Palozzi, Representative, CUPE Local 15/VMECW

**Guest(s):** Chris Arnold Forster, Director, Risk and Internal Controls  
Kori Chan, Architect, Proscenium Architecture and Interiors  
Paul Dorby, Traffice Consultant, Bunt and Associates  
Lisa Fisher, Director, Communications and Marketing  
Michael Koke, Director, Financial Services  
Wendy Lannard, Senior Facilities Consultant  
Ian McBain, Dean Faculty of Management  
Dylan Richard, Associate Director, Budgets

**Recorder:** Diana Falcon, Executive Assistant to the Board of Governors

## 1. MUSQUEAM LAND ACKNOWLEDGMENT

The Board Chair delivered the following acknowledgement that Langara College rests on the land of the Musqueam peoples:

*I would like to acknowledge the unceded territory of the hə əmi"ə" (hun ka mi num) speaking x"məθk"əy' əm (Musqueam), on which Langara College is located.*

## 2. CALL TO ORDER

There being a Quorum present, the Board Chair called the meeting to order at 5:00 p.m. He conveyed regrets from those unable to attend, and welcomed all guests and visitors.

### **3. DISCLOSURE OF CONFLICT OF INTEREST**

In accordance with *Board By-Law 200: Code of Conduct and Conflict of Interest*, Board Members were provided an opportunity to declare conflicts of interest for any agenda item that would relate to the ongoing business of the institution. With none declared, the Board Chair proceeded with the meeting.

### **4. WELCOME TO NEW BOARD MEMBERS**

#### **4.1 Yadhunika Goyal**

The Board Chair welcomed new student Board Member, Yadhunika Goyal, who was elected for a one-year term effective October 1, 2018. Y. Goyal shared a bit about her background and insight into her interest in serving on the Board. It was noted that her oath of office had been administered during her orientation session prior to the Board meeting.

#### **4.2 Gurman Deep Singh**

The Board Chair welcomed new student Board Member, Gurman Deep Singh, who was elected for a one-year term effective November 1, 2018. G. Singh shared a bit about his background and insight into his interest in serving on the Board. It was noted that his oath of office had been administered during his orientation session prior to the Board meeting.

### **5. APPROVAL OF AGENDA/CONSENT AGENDA**

It was moved by A. Dhillon and seconded by B. McGibney

**THAT, the Langara College Board approve the agenda and approve/acknowledge the following items and motion on the consent agenda:**

**5.1 Minutes of the Meeting held on September 27, 2018 - Approved**

**5.2 Chair's Written Report - Acknowledged**

**5.3 President's Written Report - Acknowledged**

**5.4 Q2 Financial Statements to September 30, 2018 - Acknowledged**

**5.5 Semi-annual Investment Summary to September 30, 2018 - Acknowledged**

**5.6 Confirmation of College Remittances - Acknowledged**

**5.7 Board Calendar 2018-19 - Acknowledged**

**Carried Unanimously**

### **6. PRESENTATION**

#### **6.1 New College Branding**

L Fisher and A. Patel made a presentation on the brand strategy process to incorporate the Musqueam snəw'eyəɪ leləm' into the Langara College Branding. L. Fisher noted that the brand strategy was developed in partnership with the Musqueam Cultural Committee to develop the typography. The tool branding system is the approach that was taken to ensure the indigenous typeset is in the same font. The dual branding uses "The College of Higher Education" to keep the look consistent so that use of "Langara"

and “snəwəyət lələm” are as similar as possible. The only difference is snəwəyət lələm is not capitalized as the **hun ka mi num** language does not use capitalization. L. Fisher highlighted what was learned during the process and how to proceed forward. She noted that the feedback received was that Musqueam People liked the idea of their language being shown in a modern, progressive way. Mock ups of how both names will look as they are used together will be made and there will be occasions where snəwəyət lələm is used independently for indigenous publications, etc. She noted that it was a very long and interesting process but that it was new and exciting to work with Musqueam.

Discussion ensued and in response to a Board Members question about the use of the College's Coat of Arms, it was noted that the Coat of Arms is used in very specific settings and because its use is already quite prescribed it is not anticipated that there will be a conflict since the Coat of Arms is not a branding. The approach taken is pretty consistent with other institutions about how the Coat of Arms is used.

In response to a question about strategies around pronunciation and if the goal is for this to become as commonly used as Langara, it was noted that we are already using snəwəyət lələm at several events and are rolling it out gradually. We are also educating others on the correct pronunciation, and one way is with a sound bite on the website recorded by Elder Henry Charles.

A. Patel thanked L. Fisher, her team and the Musqueam for the amount of work that was involved. L. Trotter echoed A. Patel's remarks noting that it is 3 year's worth of work with Elder Henry Charles and Chief Wayne Sparrow, and it was done appropriately, respectfully and Musqueam is pleased with the use of the name.

## **7. CHAIR'S VERBAL REPORT**

I. Mass encouraged Board Members to support the students by attending Studio 58 productions. He attended Incognito and plans on attending Mortified, which is getting great reviews, and Cabaret.

I. Mass noted that the AGB Conference held in Victoria in October 2018 was a good conference and a number of ideas for the Board came out of the conference and have been passed on to the GNC for review. He also noted that he is impressed on how we are coming together as a Board as we shift with a number of new Board Members and a new Board Chair.

## **8. PRESIDENT'S VERBAL REPORT**

L. Trotter provided a verbal update on the following:

- On November 14, 2018 Langara College and the Zhuhai Municipal Education Bureau signed a Memorandum of Understanding (MOU) to develop and deliver customized training programs for teachers in Zhuhai. The agreement affirms a partnership that aims to educate teachers and students locally who will be able to contribute to the

Guangdong-Hong Kong-Macao Greater Bay Area initiative. This agreement builds on the Memorandum of Understanding on Two-Way Educational Exchange and Promotion Cooperation that was renewed between the British Columbia Ministry of Advanced Education, Skills and Training and the Department of Education of Guangdong Province on May 9, 2016 to promote two-way educational cooperation between institutions in B.C. and Guangdong. He thanked A. Patel and the International team as this is a result of their work.

- D. Palmer highlighted the Okanagan Charter, signed copies which were distributed at the table. She noted that at the Wellness Fair held November 14<sup>th</sup>, Gail Sparrow signed onto the Charter on behalf of Musqueam. Langara is the first College in BC to sign onto the Charter, which emphasizes embedding good healthy practices into the campus for mental health awareness. She thanked everyone who worked on the Charter over the last three years noting that more plans for wellness initiatives are ahead.
- L. Trotter highlighted a letter from then Mayor Gregor Robertson to Langara, distributed at the table, thanking Langara for our participation in the CityStudio initiative that is recognized worldwide as a successful model for City and Post-secondary education collaboration. He was pleased to let the Board know that since the start of CityStudio in 2011, over 350 Langara students have participated in and gained hands-on learning experience working with city staff, students from other post-secondary institutions, and from the community.
- A. Patel noted that on October 10<sup>th</sup> Beyond 49 Celebrations kicked off with a recreation of the Great Trek from Cambie and 41st to the College where a pep rally was held. The City of Vancouver presented the College with a proclamation that October 10, 2018 was officially recognized as Beyond 49 day. A. Patel thanked everyone who participated noting that there are many more opportunities over the next 18 months to participate in the Beyond 49 Campaign. Thanks went to C&M, the Foundation, and volunteer staff and students, who were amazed by the Langara connections over the years.

## **9. COMMITTEE REPORTS/ RECOMMENDATIONS/ APPROVALS**

### **9.1 Audit and Finance Committee**

#### **a. Minutes of Meeting held November 8, 2018**

In the absence of C. Rinfret, A. Dhillon presented the Minutes of the Audit and Finance Committee meeting held November 8, 2018, attached to the agenda for information.

#### **b. Campus Master Plan**

V. Sokha highlighted the memo attached to the agenda regarding the Campus Master Plan. He noted that it has been a three-year process with the help of consultants who were hired to complete the master plan.

W. Lannard introduced Avery Guthrie from Teeple Architects, Paul Dorby from Bunt and Associates, and Kori Chan from Proscenium. W. Lannard noted that

the draft Plan was presented to the Board Audit and Finance Committee on November 8th who is making a recommendation to the Board for approval.

K. Chan made a presentation on the draft Campus Master Plan and noted the following:

- An Indigenous architect helped to resolve the indigenous components of the Campus Master Plan.
- The needs of the campus were looked at in a much broader sense than just the physical. All of these components tend to inform how we need to approach the Plan.
- Discussions were held with the City of Vancouver not just about the current zoning and what we can build on campus but what the city has been doing regarding the densification of the Cambie corridor. The City will also be looking at the development of Main Street.
- A lot of students will be entering the campus from the east and west sides of the campus and it helped to look at the exit and entry points onto the campus.
- Wants and needs were identified which enabled us to craft a series of planning directions applicable to the college moving forward. We are not designing anything at this stage, just master planning.
- The Campus Master Plan Report will be in two volumes. Volume 1 will be the Executive Summary and Volume 2 will include detailed analytical studies.
- Interviews were held with small groups in order to get a sense of what the College needs to grow. We were able to extract some key points which were then discussed in a broader group that included people on and off campus.
- We talked with aboriginal and Musqueam bands to see how we could move forward respectfully with regards to First Nations aspects.
- The City of Vancouver has dictated certain standards but their ambitions are always growing and they want to see Vancouver grow.
- The City would like to see passive house standards, or essentially net zero. The Plan identifies buildings being built over 15-20-25 years. Our intention is to identify a series of standards.
- Planning Directions identify key elements that the college needs. Academics is the most important and we are looking at how the college can showcase its teaching facilities and techniques along with spaces that are flexible so that every space on campus can be utilized.
- We want to disrupt as little green space as possible which is a challenge but not impossible.
- The Campus Master Plan has identified indigenous ceremonial spaces.
- An elevated bike-way that will be taken to the sidewalk level but separated from traffic is being considered.
- A public open house is scheduled on December 6, 2018.
- We anticipate the Plan will be with the City of Vancouver for approximately 1 year before the public hearing.
- We anticipate enactment by this time next year.

Discussion ensued and I. Mass noted that the Campus Master Plan seems to address all of the College's space requirements but voiced his concern with the city's policies for the bike lanes. It is uncertain how the relatively minor changes to the bike lanes will accommodate thousands of cars a day entering and exiting the campus from Ontario Street. He hopes that the City will recognize that it is not safe to have a major entrance and exit to the campus off of Ontario Street and will make bike lanes a priority during the planning process.

L. Gates noted that when the City of Vancouver reviews the Plan, bike lanes will be assessed especially since we are adding density. In response to a question if the City thinks that the bike lanes are not practical or are not used as much as initially thought, P. Dorby noted that a study is conducted and a report is completed that looks at the traffic on Ontario Street. Bike lanes are the City of Vancouver's priority and there are things we can do to mitigate this problem. We are in the early stages of planning and the issue has not been ignored but will come up as planning goes forward.

L. Gates noted that the actual rezoning package comes out of the Campus Master Plan. It is basically a new set of zoning bylaws specific to this campus which identify proposed building sites, density and heights. It does not identify designing buildings at this stage This is about identifying the density and potential locations and the City of Vancouver will be interested in how it fits in the community and the neighborhood. Our job is to ensure the plan fits the needs of the college.

In response to a Board Member's question, it was noted that the College is amassing to add density to the footprint of what we currently have. This land is allowed to have a certain amount of density and the rezoning will approve additional density. Once approved, we will then get into the specifics (access, bike lanes, parking, etc.). We are saying to the City that we are short of space on campus, and we are asking the City to rezone to allow us more density on the land.

J. Dwyer expressed her concern that there was not an actual document presented for approval. K. Chan advised that the document is currently 121 pages and is not ready for submission. He noted that at this point all that is being approved is the Campus Master Plan.

It was moved by M.Jaworski and seconded by L.Gates

**THAT, the Board approve the new Campus Master Plan  
and authorize the College to submit the new Campus  
Master Plan to the City of Vancouver for approval.**

**Carried.  
Abstained - J. Dwyer**

**c. By-Law 204 - Tuition Fees and Other Charges**

M. Koke highlighted his memo attached to the agenda and provided background and context to the government's restriction of tuition fee increases to 2% annually. He noted that in 2017 the government reinstated tuition free Adult Basic Education. The current document also does not include any changes to LSU student fees which were increased in 2018. Domestic fees include Post-degree programs in nursing which may include domestic students but fees have not changed. He noted that tuition fee increases require a minimum of a 60-day lapse between approval and implementation; therefore, approval prior to the end of January 2019 will make the proposed changes effective for the Summer term of 2019. Discussion ensued and Board Members questions were answered.

It was moved by J. Dwyer and seconded by L.Gates

**THAT, the Board approve the proposed tuition fees for instruction in all programs and courses commencing on or after May 1, 2019, according to the fee schedule attached and marked "Schedule A".**

**Carried Unanimously.**

**d. Ministry Q3 Forecast**

M. Koke highlighted the memo attached to the agenda noting that the forecast is brought forward on a quarterly basis as required by the Ministry and is developed using the Ministry's template. M. Koke summarized the Third Quarter (Q3) Financial Forecast for the fiscal years 2018/19 through 2021/22 submission to the Ministry and advised that the Audit and Finance Committee reviewed the forecast on November 8, 2018, and had no concerns. Discussion ensued and Board Members questions were answered.

It was moved by L. Gates and seconded by K. Dhaliwal

**THAT the Financial Forecast for the fiscal years 2018/19, 2019/20, 2020/21, and 2021/22 as prepared at the end of the Third Quarter (Q3) of fiscal 2018/2019 be approved and submitted to the Ministry of Advanced Education, Skills and Training.**

**Carried Unanimously.**

**10. FOR INFORMATION**

**10.1 Preliminary 2019/20 Operating and Capital Acquisitions Budget**

V. Sokha highlighted his memo attached to the agenda for information and provided background on the preliminary budget and the reason it is presented early. He noted that at this point in time it is a balanced budget, which is required by the Ministry, and will contain insignificant changes when the final budget is presented for approval in March 2019.

D. Rickard referred to schedule 1 and provided a line-by-line update on the preliminary budget. He noted that the largest expense is the implementation of the ERP system. Assumptions have been made on what can be capitalized for ERP and any significant changes will be brought to the AFC and to the Board. Also, significant growth in staff salaries is not covered by the Ministry under the economic stability mandate so needs to be covered by the College.

In response to a question if there are particular initiatives that are being cut back to present a balanced budget, it was noted that next year is our cross-over year where our expenses catch up to our revenue. Since government directs that we must have a balanced budget, we have less flexibility than we have had in the prior three years. We will therefore focus on strategic issues, being mindful of operational needs through consultation with all departments. In response to a question, it was noted that the draft FY2019/20 Budget is not cutting any existing activity but may delay, defer, or cancel requests for new items.

Discussion ensued and a Board Member noted that the College is no longer government funded but government assisted. The question was asked that if the government should change its thinking on funding or should the economy takes a nose-dive, can the College sustain itself during these times? In response, L. Trotter advised that the College went through a risk scenario planning exercise two years ago regarding this and it is felt the college is very well situated to sustain the challenges that may come in the future. The College assesses the budget and the associated risks, and take them into account as noted in the risk register. Discussion ensued and Board Members questions were answered.

## **10.2 AGB Workshop Session Notes**

L. Trotter highlighted the Association of Governing Boards (AGB) session notes of the workshop held in Victoria from October 23-24, 2018, attached to the agenda for information. It was noted that the session was very informative and Board members were encouraged to attend next year's session which will be held in Vancouver.

## **11. EDUCATION COUNCIL REPORTS**

The Board Chair reminded Board Members of Section 23 of the BC College and Institute Act that requires Education Council to advise the board on the development of educational policy.

### **11.1 Report of Meeting held on September 18, 2018**

G. Krause highlighted the summary report of the Education Council meeting held on September 18th and noted the following:

- Meeting was fairly straightforward.
- A lot of the changes were in Continuing Studies and there are a lot of revisions to the programs that exist and some discontinued programs - as the market changes the programs change with it.

### **11.2 Report of Meeting held on October 23, 2018**

G. Krause highlighted the summary report of the Education Council meeting held on October 23rd and noted the following:



- Changes to the post-degree diploma is starting in January.
- Policy on Academic Integrity was approved and is now posted on the College website.
- Continuing Studies has some revisions and a new program in Yoga Therapy for Integrated Health.
- A motion to restructure Education Council was put forward. Academic restructuring has impacted Education Council and the new structure prompted a review of Education Council membership.

It was moved by J. Dwyer and seconded by V. Roodal Persad

**THAT, the Education Council Summary Reports for September 18 and October 23, 2018 be received.**

**Carried Unanimously.**

## **12. BOARD MEMBER REPORTS**

L. Gates presented an update on the Langara College Foundation and highlighted items in the report (distributed at the table for information). She highlighted the Beyond 49 campaign and asked Board Members and guests to take under consideration whatever they can afford to contribute to reach the campaign's \$2.4M goal (of which \$1.359M has already been raised). She advised that she has donor cards to help support the campaign for anyone interested.

In response to a Board Member's question about how to contribute online, Board Members were directed to the Langara College Foundation website where they will find information on the Beyond 49 Campaign.

## **13. CONSTITUENT GROUP REPORTS**

There was no report.

## **14. VISITOR'S COMMENTS**

There was no report.

## **15. NEXT MEETING AND ADJOURNMENT**

### **15.1 Next Meeting**

#### **a. Thursday, January 24, 2019**

It was noted that the next meeting of the Board of Governors will be held on Thursday, January 24, 2019, beginning at 5:00 p.m. in the Board Room.

**15.2 Conclusion**

With no further business, the meeting was concluded at 6:49 p.m.

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Michal Jaworski  
First Vice-Chair, Board of Governors

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Lane Trotter  
President and CEO