

LANGARA COUNCIL
Minutes of a Meeting
held on Tuesday, June 25, 2013
Room C408 at 0930 hours

Members:

Diane Bradley
Lynn Carter
Tim Charters
Raymond Chow
Patricia Cia
Barry Coulson
Roy Daykin
Julia Denholm
Charlotte French
Margaret Heldman
Ian Humphreys (absent)
Darrell Kean
Gerda Krause

Gurbax Leelh
Julie Longo
Ian McBain
Clayton Munro
Brad O'Hara
Dawn Palmer
Ajay Patel (absent)
Gunkirat Randhawa
Pierre-André Santin
Tomo Tanaka
Daniel Thorpe
Wendy Watson (absent)
Gayleen Wren

Guests:

Neelam Bihal, Student, School of Nursing
Krystal Chan, Student, School of Nursing
Lisa Fisher, Director, Communications & Marketing
Kirsten Hudson, Student, School of Nursing
Korena Jang, Director, Organizational Risk Assessment
Jasmine Kraitberg, Student, Student of Nursing
Jason Marchand, Student, School of Nursing
Mehdi Nathoo, Associate Director, Finance
Jan Petersen, Contract Management Advisor
Renata Saunders, Student, School of Nursing
Patricia Woods, International Coordinator, School of Nursing

Recorder:

Alice Hsu, Executive Assistant to the President

Prior to the start of the meeting, R. Daykin welcomed L. Fisher, Director, Communications & Marketing, attending on behalf of I. Humphreys.

D. Bradley introduced P. Woods and students from the School of Nursing who made a presentation on the students' International Practice Education in Batala, India. Students also shared what they learned from this experience and its influences on their future practice. P. Woods acknowledged the financial support from the College and assistance from R. Daykin, B. Coulson, J. Petersen and M. Nathoo. P. Woods also noted that the School of Nursing has received innovation funding to visit Kenya in 2014.

R. Daykin introduced D. Palmer to present the top 10 reasons why Langara applied to Canada's Top 100 Employers 2014. D. Palmer showed a video clip that was submitted along with the College's application. A copy of the application was circulated at the table for information and D. Palmer advised that winners will be announced in October 2013.

R. Daykin introduced L. Fisher who made a presentation on "This is Langara.", a college-wide awareness campaign to build awareness and reputation of the college regionally, nationally, and internationally. L. Fisher advised that the strategy is to use storytelling to share inspiring stories from our Langara community. She encouraged members to submit their stories at www.thisislangara.ca. In response to a question, L. Fisher advised that the period wordmark is a design element used across all different channels to help people relate to this campaign.

1. REVIEW OF AGENDA

The agenda was approved as distributed.

2. REVIEW OF MINUTES AND BUSINESS ARISING

a) Draft Minutes of the Meeting held on April 30, 2013

The Minutes of the Meeting held on April 30, 2013 were accepted.

b) Banner Next Generation Project Update

C. French provided an update on the Banner Next Generation Project noting that the new Waitlist System went live as scheduled. It is working well and students are clearing waitlists faster than the old system.

C. French further advised that the evaluation of the electronic transcript exchange system with partner institutions continues to move forward.

In response to a question about the increase in student numbers compared to the same period last year, C. French advised that both the registration system change and changes to admission requirements might have contributed to this increase.

In response to a question about the impact as a result of the email disruption that happened last week, C. French advised that, although waitlist notifications were sent to students via email, the impact was very limited. Students were aware and encouraged to check the website and were also contacted by phone.

3. CURRICULUM ITEMS

a) Education Council Meeting held on April 23, 2013

G. Krause referred to the summary report of the Education Council meeting held on April 23, 2013 noting that the Bachelor of Performing Arts degree program, a collaborative partnership

with a number of institutions, had a successful year and brought some curriculum changes that have been approved by the Education Council.

Under Other Business, G. Krause advised about a new initiative to implement a Dean's Honour Roll that will recognize students who have outstanding scholastic performance by semester. Students must have completed a minimum of 12 credit hours and achieved a minimum semester grade point average of 3.50 within the semester to be eligible.

The Education Council summary report for April 23, 2013 was received for information.

b) Education Council Meeting held on May 21, 2013

G. Krause referred to the summary report of the Education Council meeting held on May 21, 2013 noting that a significant number of Continuing Studies programs had revisions and were brought to Education Council for information.

The Education Council summary report for May 21, 2013 was received for information.

4. FOR ACTION

a) Policy B1007 – Emeritus/Emerita Designation

B. O'Hara highlighted revisions to the Policy B1007 – Emeritus/Emerita Designation attached to the agenda and advised that the selection committee recommended changes to item 2.3 and 3.4 as noted in the attached Policy.

The consensus was to accept the recommended changes.

b) Policy D1007 – Respectful Workplace

D. Palmer referred to the Policy D1007 – Respectful Workplace attached to the agenda noting that a working group, formed last fall, created this policy ahead of anticipated legislation addressed in Bill 14.

D. Palmer further advised that the Respectful Workplace Program will be rolled out over the summer and brochures will be distributed. D. Palmer also noted further face to face and online education and training will be offered in the fall.

The Policy was approved by consensus.

5. FOR DISCUSSION

a) Terms of Reference

With reference to the current Terms of Reference for Langara Council, R. Daykin recommended they be revisited and updated with a view to encourage more robust discussion on certain topics affecting the institution.

R. Daykin called for volunteers to review the existing Terms of Reference as attached to the agenda and L. Carter, C. Munro, and G. Krause volunteered to take on this task.

6. FOR INFORMATION

a) Accountability Plan and Report

R. Daykin advised that the 2012/13 Accountability Plan and Report, drafted by L. Xiong, Director, Institutional Research, is produced annually for submission to the Ministry. As instituted last year, the Ministry has requested to review it before it goes to the Board for approval.

Preliminary comments from the Ministry on the draft document attached to the agenda include a request to separate Nursing and allied health FTEs (shown on page 13) and additional information on the development of the academic plan and the partnership with the University of Northern British Columbia.

Last, R. Daykin asked that any comments and suggestions be emailed to him with a copy to A. Hsu prior to its consideration of approval by the Board.

b) FTE Report

B. Coulson presented the FTE Enrolment Report attached to the agenda for information and noted that, although the total FTE 2012/13 slightly declined from 2011/12, it is still over 100% of the Ministry's target.

In response to a question, C. French advised that students are now asked to indicate on their application form their intended program of study. This has helped to more accurately capture FTEs under the appropriate program.

There being no further business the meeting was adjourned at 1045 hours.