



LANGARA COLLEGE

MINUTES Langara Council Meeting held on Tuesday, January 13, 2004 Room B201, 0940 Hours

Members:

Linda Arnold
Christina Chow
Laura Cullen
Deanna Douglas
Martin Gerson
Marg Heldman
Linda Holmes, Chair
Ken Jillings
Pam Novak-Cawley
Therese Paradis
Brian Pendleton
David Pepper

Christine Peterson
Jerami Schroeder
Roger Semmens (absent)
Doug Soo
Dennis Steeves
Gloria Swadden
Eloginy Tharmendran
Lawrence Warren
Nancy Wickham

1. REVIEW OF AGENDA

The agenda was approved with the following addition:

5c. Tuition Fees

2. REVIEW OF MINUTES AND BUSINESS ARISING

a. Draft Minutes of the Meeting held Tuesday, December 2, 2003
L. Holmes noted a typographical error under item 2a., first sentence, second line – replace the word “amended” with “amendment”.

It was moved by D. Pepper; seconded by B. Pendleton
THAT the minutes of the Langara Council meeting held on
December 2, 2003, be approved as amended.

Carried.

3. CURRICULUM ITEMS

a. Education Council Meetings held October 23, 2003 and November 18, 2003
P. Novak-Cawley referenced the summaries of the Education Council meetings held
October 23, 2003 and November 18, 2003 as attached to the agenda, and reported
there were no items with financial implications.

D. Steeves noted one typographical error – item C (a) should read “PUBL 1125 –
Computer Software Applications: Illustrator” and item C (b) should be deleted.

The report was received for information.

4. ACTION ITEMS

a. Policy B1406 – “Computer and Computing System Use”

L. Holmes introduced a revision to existing policy B1406 – “Computer and Computing System Use”, specifically to Section 7 – Exceptions. She noted that this exception is required as a result of a new course offering that will allow students, in a controlled and isolated environment, to access and maintain computer security.

It was moved by M. Heldman; seconded by L. Cullen

THAT the revision to Policy B1406 – “Computer and Computing System Use” be approved.

Carried.

b. Policy – “Registration Fee Payment and Refund”

L. Holmes introduced draft policy “Registration Fee Payment and Refund” noting that it is the Fee Payment and Refund proposal as approved by Langara Council at its meeting held November 4, 2003 captured in policy format.

A brief discussion was held on the draft policy and it was clarified that a communication plan will be implemented as soon as the policy is approved to ensure that all students are informed of its implementation.

L. Holmes noted that she has already received some feedback regarding the draft and asked that any other comments, including suggestions for “wordsmithing”, be provided to her by next Tuesday, January 20, 2004 for consideration. The draft policy will be presented for approval at the next Council meeting.

5. INFORMATION ITEMS

a. Registration Update – Term 200410

T. Paradis distributed a document that provided statistics from the Registrar’s Office and showed admissions and registration data from the Spring term 200410 compared to the Spring term 200310.

It was noted that this term there are more new applicants and more new active students as compared to last year.

b. Guidelines for Policy Format

L. Holmes explained that the Guidelines for Policy Format have been developed to provide direction on the visual format for new policies and are a guide for the content to be included in the policy template approved by Langara Council in 1996. She also noted that the senior Executive members are responsible for creating policies applicable to their areas and that many policies are in process.

c. Tuition Fees

D. Douglas advised that at its meeting held January 12, 2004, the Administration and Finance Committee of the Board received the recommendation for international and domestic tuition fees to be increased by 10% effective May 1, 2004. The Committee approved that the recommendation go forward to the College Board meeting for approval in February to allow time for discussion by Langara Council and the College Board. As such, this item will be added to the agenda for the next meeting.

It was noted that with this increase, domestic tuition fees at the College still remain lower than some of the current fees charged in the Lower Mainland. International tuition fees will be somewhat higher, but not nearly as high as those charged at UBC.

D. Douglas noted that the input for 2004/05 budget is in process and that requests for enhancements have been submitted. The 2004/05 budget will be discussed at the next Langara Council meeting.

Other

L. Holmes provided an update on facilities planning, noting that facility expansion is identified in the 2003/05 Strategic Plan, with a one-year time frame for the establishment of an approved plan. She noted that a memo will be distributed to all members of the College community, by the end of the week, which will provide a detailed overview on the progress to date.

There being no further discussion, the meeting was adjourned at 1015 hours.