



LANGARA COLLEGE

MINUTES Langara Council Meeting held on Tuesday, May 4, 2004 Room B201, 0935 Hours

Members:

Linda Arnold
Laura Cullen
Deanna Douglas
Penny Gallagher
Martin Gerson
Marg Heldman
Linda Holmes, Chair
Ken Jillings
Reba Noel
Pam Novak-Cawley
Brian Pendleton

David Pepper
Christine Peterson
Jerami Schroeder (absent)
Roger Semmens
Doug Soo (absent)
Dennis Steeves
Gloria Swadden
Lawrence Warren (absent)
Nancy Wickham
LSU Representative (vacant)

Guests:

Wayne Declé
Jim Goard, for item 5a

Bob Walker, for item 5a
Larry Xiong, for item 4a

1. REVIEW OF AGENDA

C. Peterson briefly reminded Council members of the New Student Orientation barbeque being held from 1130 to 1400 hours at the campus entrance off 49th Avenue and encouraged everyone to attend.

With no additions, the agenda was approved as circulated.

2. REVIEW OF MINUTES AND BUSINESS ARISING

a. Draft Minutes of the Meeting held Tuesday, April 6, 2004

It was moved by M. Heldman; seconded by D. Steeves

THAT the minutes of the Langara Council meeting held on April 6, 2004, be approved.

Carried.

3. CURRICULUM ITEMS

a. Education Council Meeting held March 16, 2004

P. Novak-Cawley introduced the minutes of the Education Council meeting held March 16, 2004, and noted that the English Transfer Credit issue was also supported by the College Board at its meeting held April 22, 2004.

4. ACTION ITEMS

a. Langara College Service Plan – 2004/05 – 2006/07

D. Douglas explained that the 2004/05 – 2006/07 Service Plan is a collection of planning and accountability information and is a new reporting requirement of the Ministry of Advanced Education. The draft plan will be presented to the College Board and upon approval, will be submitted to the Ministry and posted on the College's website.

In response to a request for feedback, it was proposed that the matter of upcoming retirements could be noted under the category of Issues, Factors, Risks and Opportunities (page 8), as it can be viewed as both an issue and an opportunity. It was noted that the opportunities and challenges listed are from the College's Strategic Plan, but that consideration will be given to add Succession Planning to next year's plan.

With reference to section five, it was noted that the goals listed are the required minimum by the Ministry and are only a small sampling of the College's Goals and Objectives. It was agreed that the text prefacing the goals should be revised accordingly (page 8). Changes are also required to remove "LPN" from the list of performance measures (page 10), and to correct the number listed as International Tuition Revenue 2004-05 (page 11).

D. Douglas noted that the document will be revised to incorporate the noted changes prior to submission to the College Board at its next meeting.

5. INFORMATION ITEMS

a. Luminis Portal Project

J. Goard, Director of Information and Computing Services, introduced B. Walker, ICS Project Leader, who provided an on-screen presentation of the SCT Luminis software, including a test version of a portal. It was noted that the implementation of a portal will provide an integrated web environment for all students and employees and streamline web communications (Banner, email, calendar/scheduler etc.).

A discussion was held regarding the implementation of the portal project and next steps and it was noted that there are a number of computer-related policies in the development stage that should be reviewed in concert with the progression of the project. It was also suggested that J. Goard and B. Walker, with the Steering Committee as required, should identify all the components in terms of project management for the implementation of the project for student and for employees, including a recommendation of which group to roll-out to first. With that information, the Advisory Committee can add further detail and identify issues. It was also suggested that a roll-out occur first with a small test group as a trial.

In reviewing the membership of the Advisory Committee, it was suggested that alternatives be named where possible to ensure that the project is not delayed because of absences and that both representatives attend when possible to ensure that there is a continuity of information.

R. Noel noted two reference papers on web portals could be useful resource documents to members on the committees (copies have been distributed to all Council members).

There being no further discussion, the meeting was adjourned at 1100 hours.