

# LANGARA COUNCIL MEETING

## Minutes of a Meeting

held on Tuesday, November 9, 2010

Room C408 at 0935 hours

### Members:

Pouya Abdolhosseini (absent)  
Fraser Archibald (absent)  
Linda Arnold (absent)  
John Belshaw  
Lynn Carter  
Chris Chow (absent)  
Irene Collison  
Laura Cullen  
Deanna Douglas, Chair  
Charlotte French  
Martin Gerson (absent)  
Margaret Heldman  
Ian Humphreys  
Ken Jillings

Gerda Krause  
Julie Longo  
Grace Makarewicz  
Michael Marriott  
Gordon McNeil  
Clayton Munro  
Ajay Patel  
Brian Pendleton  
Joanne Rajotte  
David Ross (absent)  
Roger Semmens  
Doug Soo (alternate Daniel Thorpe)  
Tomo Tanaka

### Guests:

Barry Coulson, Director, Financial Services  
Korena Jang, Executive Assistant to the President and Board of Governors  
Peggy MacDonald, Executive Director, College Advancement  
Alex von Kaldenberg, Donor Relations Officer, College Advancement  
Larry Xiong, Director, Institutional Research

### Recorder:

Diana Falcon, Administrative Assistant, Executive Office

P. MacDonald introduced Alex von Kaldenberg, Donor Relations Officer, College Advancement who commenced his position on October 4, 2010.

## 1. REVIEW OF AGENDA

The agenda was approved as presented.

## 2. REVIEW OF MINUTES AND BUSINESS ARISING

### a) Draft Minutes of the Meeting held October 12, 2010

The Minutes of the Meeting held on October 12, 2010 were accepted.

### 3. CURRICULUM ITEMS

L. Cullen highlighted the summary report of the Education Council meetings held on September 21, 2010 and October 19, 2010 noting program and course changes; the presentation of a draft Terms of Reference for a proposed Curriculum Review Committee; and a proposed revision to the format of the Education Council Bylaws.

In response to a question regarding the draft Terms of Reference for the proposed Curriculum Review Committee and possible impact on the work presently being done by Deans and Division Chairs (DDC), L. Cullen responded that a review of the practices followed by other BC colleges is in process. J. Longo further noted that the Academic Deans are also reviewing the process for the design, development and implementation of curriculum, including DDC's role, and an update to Langara Council could be provided once the review is complete.

#### FUTURE AGENDA ITEM

There were no items with financial implications.

The Education Council Summary Reports for September 21, 2010 and October 19, 2010 were received for information.

### 4. INFORMATION

#### a) 2011/2012 Budget

D. Douglas noted that initial budget worksheet reports have been submitted and processed. Confirmation sheets will be distributed this week. The initial shortfall of \$575,000 increased to \$727,000. Evergreening of enhanced classrooms was a major contributor to the shortfall. Further information relative to the results of the confirmation process will be provided at the next meeting.

#### b) Fact Book 2010

L. Xiong distributed copies of the Fact Book 2010 noting that it is intended to provide College employees with general statistical information on student enrolments, instruction, finance, and student outcomes. The online Fact Book is available through the myLangara portal on the "Employees" tab. If any members have questions or suggestions, they are asked to contact L. Xiong at local 5637 or [lxiong@langara.bc.ca](mailto:lxiong@langara.bc.ca).

#### c) Credit Cards

D. Douglas presented the issue of accepting credit cards for tuition fee payment noting that a number of institutions have ceased this practice due to the cost to the institution. She noted that she attended the Langara Students' Union Executive meeting held on November 8<sup>th</sup> in order to obtain student feedback and comments. Discussion ensued related to domestic fees (not Continuing Studies or International Education) and the following questions and comments were noted:

- 70% of students pay by credit card;
- students may choose this method of payment in order to receive perks provided by their credit card provider (i.e. points, travel miles, etc.);

- merchant and bank fees for accepting credit card payments cost approximately \$285,000 per year;
- it is not really a benefit in attracting students as most students do not choose an institution based on payment options, however, it is an enormous benefit for some students to pay by credit card while waiting for student loans;
- paying by credit card gives students extra time to pay;
- the option of students paying online with a debit card is being reviewed;
- large institutions (UBC) have tried to negotiate a lesser fee with credit card companies with no success so smaller institutions would have less of an impact;
- we can only negotiate interchange fees (i.e. Moneris), not the fees set by the bank and credit card companies;
- advertise to students the fact that the College does not receive the full value of their fee payment when made by credit card; and,
- could the “savings” of not accepting credit card payments be directed to benefit students.

D. Douglas noted that any changes to payment options would not be implemented prior to May 1, 2011 and that further discussions could be held to gather more feedback. Members were invited to forward additional comments or questions by email to D. Douglas.

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