

- Present:** Andy Dhillon
Stacey Edzerza Fox
Lenora Gates
Kwin Grauer, Chair
Heather Holden
Michal Jaworski
Kajan Karunaneithi
- Gerda Krause
Jeff Lowe
Claude Rinfret
Jas Sandhu
Veda Roodal Persad
Lane Trotter
- Regrets:** Ghezal Durrani
- Employee Resources:** Ian Humphreys, Vice-President, Academic and Students, and Provost
Dawn Palmer, Vice-President, People Services
Ajay Patel, Vice-President, External Development
Viktor Sokha, Vice-President, Administration and Finance
- Constituent Groups:** Janet Douglas, Representative, Langara Faculty Association
Garnet Klatt, Chair, Langara College Administrators' Association
Rose Palozzi, Representative, CUPE Local 15/VMECW
- Guests:** Chris Arnold Forster, Director, Risk and Internal Controls
Joe Cordingley, Acting Associate Director, Budgets and Planning
Jonathan Hui, Senior Manager, Technology Strategy & Architecture, Deloitte
Michael Koke, Director, Financial Services
Paul Mackin, Vice-President, eSCRIBE
Ian McBain, Dean, Faculty of Arts
Dylan Rickard, Associate Director, Financial Services
John Wong, Associate Director, Development, Information Technology
Larry Xiong, Director, Institutional Research
- Recorder:** Diana Falcon, Executive Assistant to the Board of Governors

1. MUSQUEAM LAND ACKNOWLEDGEMENT

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 ga mi num) speaking x"məθk"əyəm (Musqueam), on which Langara College is located.

2. CALL TO ORDER AND CHAIRS REMARKS

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.

3. DECLARATION 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. PRESENTATION TO DEPARTING BOARD MEMBER

4.1 Kwin Grauer

Expressions of appreciation and gratitude were conveyed to current Board Chair, Kwin Grauer for his contribution to the Board's work over the last six years, including two years as Board Chair, and the many positions he has held and committees he has served on during his membership on the Board. On behalf of the Board, the President presented him with a token of appreciation and he received a round of applause from the Board.

5. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved by C. Rinfret, seconded by J. Lowe and unanimously resolved:

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 Public Meeting held May 25, 2017 – Approved
- 5.2 Chair's Written Report – Acknowledged
- 5.3 President's Written Report – Acknowledged
- 5.4 Notice of Election of Board Vice Chairs – Acknowledged
- 5.5 February Board Retreat – Strategic Plan – Acknowledged
- 5.6 Protected Disclosure Compliance Officer Report – Acknowledged
- 5.7 Confirmation of College Remittances – Acknowledged
- 5.8 FTE Enrolment Report for the year ended March 31, 2016 – Acknowledged
- 5.9 Semi-annual Investment Summary to March 31, 2016 - Acknowledged
- 5.9 Board Calendar: 2017-2018 – Acknowledged

6. PRESENTATIONS

6.1 eSCRIBE – Electronic Meeting Management Solution

V. Sokha introduced J. Wong and P. Mackin who made a presentation on an electronic meeting management system from eScribe. Board Members were provided a demonstration on how the electronic system would work and were advised that full training would be provided to all Board Members. Discussion ensued and Board Member's questions were answered.

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

THAT, beginning in September 2017 the Board transition to an electronic/paperless meeting management system using eSCRIBE.

Carried Unanimously.

6.2 Deloitte – Enterprise Resource Planning (ERP) System

V. Sokha introduced J. Hui from Deloitte who provided an update on the status of the Enterprise Resource Planning (ERP) System and the timeline to complete the transformation from Banner by 2020. He advised that a lot of work will be required from the selected vendor and Langara College staff and described in detail what to expect over the coming year. He noted that another update will be provided to the Board in September and a Request for Proposal (RFP), with a high-level estimate, will come to the Board for approval in November. Discussion ensued and Board Members questions were answered.

7. ELECTION OF BOARD CHAIR

With L. Trotter as Chairperson, the election for the position of Board Chair took place. Board members had been notified at the May 25, 2017 board meeting that the election of the Board Chair would be held at this meeting. L. Trotter advised that an email calling for an Expression of Interest or Nominations for the Board Chair position was sent to Board Members on May 23, 2017. L. Trotter advised that S. Edzerza Fox and J. Lowe nominated J. Sandhu. L. Trotter asked J. Sandhu if he would accept the nomination and he agreed. L. Trotter called for other expressions of interest or nominations three more times. There being no further interest or nominations, in accordance with Bylaw 201 J. Sandhu was declared Board Chair by acclamation for a one-year term effective August 1, 2017. The President handed the meeting back to the Board Chair.

8. CHAIR'S VERBAL REPORT

The Board Chair highlighted events that he had attended over the past few months and thanked Board Members who represented the Board at recent College events. He advised that he and other Board Members attended Convocation from June 6-8, 2017, and provided some highlights.

- Studio 58's graduation booklet distributed at the table which highlighted the latest group of graduates from the Acting and Production programs. Board Members interested in attending a Studio 58 production were asked to contact the EA to the Board for tickets.
- Thank you to Board Members who attended the Convocation ceremonies held from June 6-8, 2017.

9. PRESIDENT'S VERBAL REPORT

L. Trotter highlighted items in his written report and elaborated on the following:

- Convocation was held June 6-8, 2017, with excellent keynote speakers and was expanded to six ceremonies to accommodate the college growth over the last three years. As part of convocation, Musqueam elder Henry Charles was honoured and remembered since his passing on January 28, 2017. Elder Charles bestowed the name snəweyət̓ lələh (means house of teachings) on Langara College on January 11, 2016.
- An MOU agreement between BC Colleges and the Technological Higher Education Association of Ireland was signed. It is the second in Canada and is designed to provide articulation and transfer opportunities between BC and Ireland.

10. COMMITTEE REPORTS, RECOMMENDATIONS AND APPROVALS

10.1 Audit and Finance Committee

a) Minutes of meeting held June 12, 2017

C. Rinfret highlighted the minutes of the Audit and Finance Committee meeting held on June 13, 2016, attached to the agenda.

10.2 Approval of Audited Financial Statements

M. Koke highlighted particulars of the Audited Financial Statements for the year ended March 31, 2017, attached to the agenda, which were presented to the Audit and Finance Committee. Of note was the significant surplus and the reallocation of a portion of the operating grant to be used for capital projects in 2018. He thanked the Financial Services team for their work with the Auditors and commended them on presenting a clean audit with no Management Letter items.

It was moved by C. Rinfret and seconded by J. Lowe

THAT, the Financial Statements of Langara College for the year ended March 31, 2017, be approved.

Carried Unanimously.

10.3 Extension of KPMG Appointment

V. Sokha provided supporting information for the extension of KPMG's appointment as auditors of Langara College for one more year commencing fiscal year 2017/18.

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

THAT, the Board approve the appointment of KPMG as Auditors for Langara College be extended for an additional one year commencing fiscal year 2017/18.

Carried Unanimously.

10.4 Envision Financial Credit Union

V. Sokha provided supporting documentation for the College to open a bank account with Envision Financial Credit Union.

It was moved by A. Dhillon and seconded by L. Gates

THAT, the Board authorize the College to open a bank account with Envision Financial Credit Union, and designate the College President and Vice-President, Administration and Finance, or their delegates, as signing authorities.

Carried Unanimously.

10.5 Accountability Plan and Report

a) 2016/17 Reporting Cycle and 2017/18 to 2019/20 Planning Cycle

A. Patel noted the responsibility of the Board to approve the Accountability Plan and Report which describes how the College achieved its performance targets for 2016/17. He advised that the Accountability Plan and Report was created by staff from the Institutional Research Department, with contributions from many departments in the College, and provides an overview of the institutions together with an overview of our strategic plan and priorities. L. Xiong highlighted the report noting that it also provides an opportunity for the College to highlight key initiatives undertaken in the past year and strategic directions that the College will be pursuing in the upcoming year. The Ministry of Advanced Education provided guidelines and performance measure information and has requested a final submission by July 14, 2017. Once approved, the document will be posted on the College and Ministry websites as a public report on the College's achievements of our services to students and the community.

It was moved by C. Rinfret and seconded by K. Karunaneithi

THAT, the Accountability Plan and Report for the 2016/17 reporting cycle and the 2017/18 to 2019/20 planning cycle be approved.

Carried Unanimously.

10.6 Governance and Nominating Committee

a) Fall Board Retreat - Indigenization

S. Edzerza Fox noted that the Board will hold a retreat in the fall to discuss indigenization. A date will be communicated once established.

**b) BC Colleges AGB Workshop
- October 3-5, 2017 (Cranbrook, BC)**

S. Edzerza Fox provided information on the BC Colleges/AGB Workshop being held from October 3-5, 2017, at College of the Rockies in Cranbrook, BC. She advised that BC Colleges has advised that four attendees per institution are allowed and Board Members were asked to forward their interest to the Executive Assistant to the Board of Governors.

**c) AGB National Conference on Trusteeship
- April 22-24, 2018(San Francisco, CA)**

S. Edzerza Fox provided information on the AGB National Conference on Trusteeship being held from April 22-24, 2018 in San Francisco, California. She advised that the Board budget allows four members to attend the AGB Conference and Board Members were asked to forward their interest to the Executive Assistant to the Board of Governors.

11. FOR INFORMATION/DISCUSSION

11.1 Human Rights Report 2016/2017

D. Palmer highlighted her memo attached to the agenda and directed Board Members to the revised Summary of Incidents document distributed at the table for information. She advised that the report has been expanded from previous years to include legislation that was passed regarding Bill 23 on sexual misconduct and the mandate to report to the Board annually. The College's numbers remain low and labour relations between the Langara Faculty Association and Management is excellent.

[It was noted that L. Gates left the meeting at 7:00 p.m.]

12. 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.

12.1 Report of the Meeting held on May 23, 2017

The Education Council Chair elaborated upon the summary report of the meeting held on May 23, 2017 attached to the agenda for information and highlighted new courses in Continuing Studies.

It was moved by V. Roodal Persad and seconded by S. Edzerza Fox

**THAT, the Education Council Summary Report for the meeting held on
May 23, 2017 be received for information.**

Carried Unanimously.

13. BOARD MEMBERS' REPORT

There was no report.

14. CONSTITUENT GROUP REPORTS

There was no report.

15. VISITORS' COMMENTS

There was no report.

16. NEXT MEETING AND ADJOURNMENT

16.1 Next Meeting

The next Board of Governors meeting is scheduled for **Thursday, September 28, 2017.**

16.2 Adjournment

With no further business, the meeting was adjourned at 7:05 p.m.

Jas Sandhu
Chair, Board of Governors

Lane Trotter
President and CEO