

ATTENDANCE

Board Members

Joey Hartman (Chair, Board)
Mahin Rashid (Vice Chair/Chair, HRC)
Jeffrey Yu (Chair, FAC)
Chi Lo
Christie Sparklingeyes
Dilraj Sandhu
Harleen Kaur
Jennifer Cummins
Libby Davies
Michele Guerin
Paul Yeung
Seung Oh

Senior Team & Staff Resources

David Wells	VP, Academic & Applied Research
Ian Humphreys	VP, Admin & International Development
Kate Dickerson	VP, People Services
Jane Shin	VP, Students & Community Development
Elmer Wansink	AVP, IT & CIO
Clayton Munro	AVP, Student & Enrolment Services
Tannis Morgan	AVP, Academic Innovation
Jamie Choi	ED, Finance & CFO
Surinder Aulakh	ED, Safety, Security & Risk Management
Charnelle McClure	ED, Marketing & Communications
Deborah Lucas	EA, Board of Governors
Moira Gookstetter	ED, VCC Foundation
Dennis Innes	Dean, Hospitality, Food & Business
Jo-Ellen Zakoor	Dean, Health Sciences

Guests

Ajay Patel	President & CEO	Taryn Thomson	President, VCCFA
Natasha Mandryk	Chair, Education Council/GC	Deanne Bates	Chief Shop Steward, CUPE Local 4627
		Brynn Joyce	Executive Director, SUVCC

We acknowledge that Vancouver Community College (VCC) is located on the traditional and unceded territories of the xʷməθkʷəy̓əm (Musqueam), Sḵwx̱wú7mesh (Squamish), and səliłwətał (Tsleil-Waututh) peoples who have been stewards of this land from time immemorial.

1. CALL TO ORDER, LAND ACKNOWLEDGEMENT & OPENING REMARKS

J. Hartman called the meeting to order at 5:39 p.m. M. Rashid presented the land acknowledgement.

Opening remarks:

- Regrets: M. Guerin
- Welcomed newly elected student representatives Harleen Kaur and Dilraj Sandhu.
- The Board has conducted its annual election for the Chair, Vice Chair and Standing Committees, and effective Nov 28, 2025, M. Rashid is the Chair of the Board and Jeffrey Yu, Vice Chair. She expressed the honour of being VCC’s Board Chair for six years.
- The Premier announced the new cabinet, and the Honourable Anne Kang has been reappointed to the position of Minister of Post-Secondary Education & Future Skills (PSFS). President Patel will connect with new MLA’s and Ministers.

A. Patel’s remarks:

- Welcomed new members and M. Rashid and J. Yu to their new roles. He expressed his sincere appreciation to outgoing Chair, J. Hartman.

- Welcomes the opportunity to work again with PSFS Minister Kang and to build strong connections with the newly appointed PSFS Deputy Minister, Trevor Hughes, as well as Sunity Dhir, Parliamentary Secretary for International Credentials.
- Thanked the organizers and volunteers who contributed to another successful VCC Day, with special thanks to People Services', Elaine Pederson.
- A Town Hall was held on Nov 14, 2024, to update the college community on the impact of recent international education policy reforms. He commended the community for its unity and active engagement in addressing this important issue.

2. APPROVAL OF AGENDA & CONSENT AGENDA

MOTION: THAT the Board of Governors approve the Nov 27, 2024 public meeting agenda, with the addition of item 12.1, IRCC LINC Announcement; and approve/acknowledge receipt of the following items on the consent agenda:

- 2.1 Minutes: Sept 18, 2024, Public Meeting
- 2.2 Board Correspondence & Activity
- 2.3 News and Events
- 2.4 VCCFA Info Note: International Students

Moved, Seconded & CARRIED

3. ACTION TRACKER

No actions.

4. OATH OF OFFICE – NEW MEMBERS

The newly elected student representatives H. Kaur and D. Sandhu were sworn in. Their term runs from Nov 1, 2024 to Oct 31, 2025.

5. CONSTITUENCY REPORTS

CUPE Local 4627 – Presented by D. Bates, Chief Shop Steward

The union is concerned for staff and students following the announcement of Immigration, Refugees and Citizen's Canada's (IRCC) announcement that VCC's Learning Instruction for Newcomers to Canada (LINC) program will not be renewed in 2025, after over thirty years of delivery.

With the Certified Dental Assisting Certificate being implemented, CUPE suggested there may be an opportunity to revisit the suspended denturist program with the new Canadian Dental Plan

Student Union of Vancouver Community College (SUVCC) – Presented by B. Joyce, Executive Director

The SUVCC shares the same concerns as CUPE Local 4627 and the VCCFA regarding the announcement of VCC's LINC program contract not being renewed.

The SUVCC will be supporting members at convocation on Nov 28, 2024. Over the past couple of years, they have found great value in taking on a more active role and are enthusiastic about participating once again.

Vancouver Community College Faculty Association (VCCFA) – Presented by T. Thomson, President

The VCCFA included a report in the board materials on their advocacy work regarding federal policy changes to visas and post-graduate work permits for international students.

The VCCFA invite collaboration opportunities with the SUVCC and CUPE Local 4627 on advocating for VCC's LINC program, that will not be renewed in 2025.

T. Thomson has been elected to the position of VCCFA Vice President after reaching the maximum number of terms as President. The voting period for the President role is still in progress. A. Patel extended thanks for her advocacy work in Ottawa with regards to international students, as well, J. Hartman acknowledged her dedication to advocating for all the members.

6. EDUCATION COUNCIL (EDCO) REPORT – Presented by N. Mandryk, EdCo Chair

6.1 Chair’s Report

The Education Council (EdCo) Chair’s Report was included in the meeting materials. N. Mandryk highlighted the recent election of new members, and acknowledged outgoing members, with special thanks to the student representatives, and faculty member Sarah Kay who has served in various roles during her four years. As well, Heidi Parisotto (faculty) who was first elected to EdCo in 2018.

The Academic Governance Council convened in November to discuss ongoing and emerging issues of interest to their institutions. Key topics included curriculum and program development to address the evolving landscape surrounding international students. A common theme among institutions was the commitment to collaborate on regionally responsible changes and responses.

6.2 Program Name Changes

As of Nov 1, 2024, for post-graduate work permit (PGWP) eligibility, Immigration, Refugee and Citizenship Canada (IRCC) require international college graduates to complete a program in a field of study listed under specific Classification of Instructional Program (CIP) codes.

VCC has reviewed this list and identified its programs that align with the CIPs list.

MOTION:

THAT, on the advice of Education Council, the Board of Governors approve the following program name changes:

- Business and Project Management Post-Degree Diploma to Project Management Post-Degree Diploma
- Automotive Collision and Refinishing Diploma to Automotive Repair and Refinishing Technician Diploma
- Marketing Technology Diploma to Digital Marketing Technology Diploma

THAT, on the advice of Education Council, the Board of Governors approve name changes for the following five programs, with the understanding that significant curriculum changes will be required:

- Rename Automotive Service Technology Diploma to High Performance and Custom Engine Technician Diploma
- Rename Culinary Arts Diploma to Culinary Arts and Food Service Management Diploma
- Rename Bachelor of Hospitality Management to Bachelor of Hospitality and Food Service Systems Management
- Rename Hospitality Management Diploma to Hospitality and Food Service Systems Management Diploma
- Rename Hospitality Management Post-Degree Diploma to Hospitality and Food Service Systems Management Post-Degree Diploma

Moved, Seconded and CARRIED

6.3 Revised: Certified Dental Assisting Certificate

The Certified Dental Assisting Certificate program has been significantly revised, with the curriculum purchased from Camosun College and tailored for VCC. This enhances transferability for students wishing to switch institutions within the province. After two years, VCC will fully own the curriculum. The total credits have been reduced from 52 to 45, making the program more manageable within a one-year timeframe and aligning with a standardized term structure for better operational efficiency. This change was made in consultation with the Registrar's Office, International Education, and relevant departments to ensure eligibility for financial aid and full-time status. The new curriculum has added learning outcomes focused on Indigenization, equity, diversity, and inclusion.

MOTION: THAT, on the advice of Education Council, the Board of Governors approve the implementation of the significantly revised Certified Dental Assisting Certificate program.

Moved, Seconded and CARRIED

6.4 Revised Asian Culinary Arts Certificate Program

The Asian Culinary Arts Certificate program has been significantly revised based on recommendations from a program renewal and feedback from students and industry. The program was extended from five to eight months and aligns with a standardized term structure for better operational efficiency. The program content was also refocused on a smaller number of cuisines. With it being a one-year program, there is not strong demand by International students.

MOTION: THAT, on the advice of Education Council, the Board of Governors approve the implementation of the significantly revised Asian Culinary Arts Certificate program.

Moved, Seconded and CARRIED

6.5 Revised Legal Administrative Assistant Certificate Program

The Legal Administrative Assistant Certificate Program has undergone significant revisions as part of a program renewal, incorporating valuable feedback from both students and practicum employers.

While students appreciated the program's shorter duration from a practical standpoint, they found it to be overly intense. In response, the revised program length has been extended by four weeks and 7.5 credits. This adjustment will provide students with more time to develop their skills, ensuring they are better prepared for their practicum experiences. D. Innes confirmed that the effective date is Sept 2025.

MOTION: THAT, on the advice of Education Council, the Board of Governors approve the implementation of the significantly revised Legal Administrative Assistant Certificate program.

Moved, Seconded and CARRIED

7. FINANCE AND AUDIT COMMITTEE (FAC) REPORT - Presented by J. Yu, FAC Chair

7.1 Chair's Report

The Finance and Audit Committee met on Nov 13, 2024. They received the financial report in item 7.2 and approved the tuition matters under items 7.3 to 7.6. The next meeting is Dec 11, 2024.

7.2 2024-25 Forecast to Budget

The 2024-25 Forecast to Budget Report (6 months actual + 6 months forecast) was included in the meeting materials. J. Yu highlighted an error for correction. The first line should read 2024/25 October Forecast (not August).

Even though VCC is projecting a small surplus, the college is closely monitoring enrolment for January 2025. As a result of recent changes in Immigration and Refugee Citizenship Canada policies, tuition revenue projections have been revised (decreased) to align with current enrolment trends.

7.3 Domestic Tuition: VCC's Post-Degree Diplomas

VCC currently offers Post-Degree Diploma (PDD) programs to international students, and with the change in international student policies, it would now like to expand access to include domestic students by setting a standard rate per credit for all PDD's.

To align with the newly implemented tuition bands, the Board approved a friendly amendment to the Motion, substituting the credit rate of \$281.21 with \$286.83 and striking out the total tuition.

MOTION: THAT, on the recommendation of the Finance and Audit Committee, the Board of Governors approve the domestic tuition rate of \$286.83/credit for VCC's Post Degree Diplomas, effective August 1, 2025.

Moved, Seconded and CARRIED

7.4 Domestic Tuition: Substantially Revised Certified Dental Assisting Certificate Program

The Certified Dental Assisting (CDA) Certificate program has been revised due to a program renewal. It has strong enrolment with a waitlist, and graduates can expect hourly wages between \$25–35, with employers offering competitive compensation packages due to a CDA shortage.

The program has not been reviewed since its inception, affecting its financial sustainability. The Ministry recognized the revisions as substantial, allowing for a new tuition level to be established. A three-stage implementation plan for improving accessibility and affordability was approved by the Ministry.

Despite the tuition increase, delivery costs will be supported by revenue from other programs, and capital funds will be needed to maintain classroom equipment. While there are concerns about ongoing costs to VCC, FAC supports the recommendation.

MOTION: THAT, on the recommendation of the Finance and Audit Committee, the Board of Governors approve the proposed staged tuition for the substantially revised Certified Dental Assisting Certificate program effective September 1, 2025:

Year 1: 2025/26 = \$6,500 (\$144.44/credit) with fee waiver of \$4,374

Year 2: 2026/27 = \$8,900 (197.78/credit) with fee waiver of \$2,191

Year 3: 2027/28 = \$11,313 (\$251.40/credit) no fee waiver

Moved, Seconded and CARRIED

7.5 Domestic Tuition: Substantially Revised Asian Culinary Arts Program

The Asian Culinary Arts Certificate program has been revised due to a program renewal. The Ministry recognized the revisions as substantial, allowing for a new tuition level to be established.

FAC are excited that the students learning experience will be enhanced with the recently approved downtown kitchens project which includes upgraded workstations.

To align with the newly implemented tuition bands, the Board approved a friendly amendment to the Motion, substituting the credit rate of \$162.52 with \$165.77 and striking out the total tuition.

MOTION: THAT, on recommendation of the Finance and Audit Committee, the Board of Governors approve the domestic tuition rate of \$165.77/credit for the substantially revised Asian Culinary Arts Certificate Program, effective August 1, 2025.

Moved, Seconded and CARRIED

7.6 Domestic Tuition: Substantially revised Legal Administrative Assistant Certificate Program

The Legal Administrative Assistant Certificate Program has been revised due to a program renewal. The Ministry recognized the revisions as substantial, allowing for a new tuition level to be established. The program has strong enrolment compared to other post-secondary institutions, some of which have discontinued this offering.

To align with the newly implemented tuition bands, the Board approved a friendly amendment to the Motion, substituting the credit rate of \$241.64 with \$246.47 and striking out the total tuition.

M. Rashid acknowledged that while decisions to increase tuition are challenging, they are essential for ensuring the long-term sustainability of the program.

MOTION: THAT, on the recommendation of the Finance and Audit Committee, the Board of Governors approve domestic tuition of \$246.47/credit for the substantially revised Legal Administrative Assistant Certificate Program, effective August 1, 2025.

Moved, Seconded and CARRIED

8. GOVERNANCE COMMITTEE (GC) REPORT - Presented by N. Mandryk, GC, Chair

8.1 Chair's Report

The Nov 7, 2024, Governance Committee (GC) meeting has been rescheduled to Dec 12, 2024, to consider revisions to VCC's Curriculum Development & Approval Policy (410), and the new Program Development & Approval Policy (409). If approved, the Board will consider these matters at Special Public Board Meeting, currently scheduled for Dec 17, 2024 at 9:30 a.m.

Effective Nov 28, 2024 for a term of one-year, H. Kaur and D. Sandhu, have been elected to the GC. All other standing committee members remain the same.

9. HUMAN RESOURCES COMMITTEE (HRC) REPORT - Presented by M. Rashid, HRC Chair

9.1 Chair's Report

On behalf of the Board, the Human Resources Committee (HRC) will be offering a new employment contract to President Patel, to be effective Jan 2025.

Effective Nov 28, 2024 for a term of one-year, C. Sparklingeyes has been elected to the HRC. All other standing committee members remain the same.

10. INDIGENIZATION AT VCC

J. Hartman introduced VCC's Orange Shirt Day video and highlighted events that VCC's Indigenous Education and Community Engagement (IECE) department has held since the last board meeting.

- Sept 23 - Indigenous flag raising ceremony for National Day for Truth and Reconciliation.
- Sept 26 - Orange Shirt Day, to honour the thousands of survivors of residential schools.
- Oct 3 - Sisters in Spirit, to honour the lives of missing and lost Indigenous women and girls
- Indigenous Speaker Series: Virtual Circle Lunch & Learns

J. Williams, Dean of Indigenous Initiatives, expressed gratitude for the VCC community's continued support of the IECE department's initiatives and events.

11. VCC FOUNDATION UPDATE – Presented by J. Yu, Board Representative on VCC Foundation Board

The annual Giving Tuesday campaign will be launched Dec 3, 2024, until the end of year. The campaign will once again support Food Security programs at VCC. This campaign will match dollar for dollar for donors up to \$20k. In addition, tickets for the Flourish Gala on Mar 5, 2025 are on sale.

The Campaign Cabinet held a kick-off meeting on Nov 14, 2024. for the group was held Nov 14, 2025. This group will be instrumental in helping to open doors and increase the Foundation's prospect network. The campaign is raising \$10M towards the new building and \$5M to student supports and enhanced technology. J. Hartman urged the Board to support the campaign, emphasizing that their donations would inspire others.

12. NEW BUSINESS

12.1. Immigration, Refugees and Citizenship Canada (IRCC) – Announcement VCC's Learning Instruction for Newcomers to Canada (LINC) Contract

J. Shin addressed the Board. On Nov 22, 2024, Immigration, Refugees and Citizenship Canada (IRCC) informed VCC that the Learning Instruction for Newcomers to Canada (LINC) contract would not be renewed after its current term ends on Mar 31, 2025. VCC promptly requested clarification and a rationale, and on Nov 25, 2024, received confirmation that the decision was final.

Settlement funding is directly linked to the number of permanent residency admissions. Since admissions will decrease starting in 2025, funding for settlement services, including programs like LINC will be reduced. The new approach for evaluating contract proposals excludes organizations such as VCC, by prioritizing service providers that offer best value for money, are small centers, and centers that focus on Francophone minority communities.

For over forty years, VCC has been a cornerstone in supporting thousands of newcomers to Canada. This announcement has shocked the entire college community. The President and Board Chair will formally advocate in writing to the Minister of Immigration, Refugees and Citizenship Canada. It is essential to emphasize that students with accessibility challenges, such as those who are visually impaired and deaf and hard of hearing, receive the comprehensive support that VCC can provide compared to many smaller centers. Relevant parties will be copied.

J. Hartman commended A. Patel for representing the sector on various platforms. In addition to advocating for the Campus Plan and the Centre for Clean Energy & Automotive Innovation, these efforts have strengthened VCC's voice.

13. NEXT MEETING & ADJOURNMENT

The next regular public board meeting is on Feb 5, 2025. The meeting adjourned at 7:00 p.m.

MINUTES: BOARD APPROVED - February 5, 2025