

**ATTENDANCE**

**Board Members**

Mahin Rashid (Chair/ Chair, HRC)  
 Jeffrey Yu (Vice Chair/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

Ajay Patel                      President & CEO  
 Natasha Mandryk    Chair, Education Council/GC

**We acknowledge that Vancouver Community College (VCC) is located on the traditional and unceded territories of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and səilwətał (Tsleil-Waututh) peoples who have been stewards of this land from time immemorial.**

**1. CALL TO ORDER, LAND ACKNOWLEDGEMENT & OPENING REMARKS**

M. Rashid called the meeting to order at 9:34 a.m. and presented the land acknowledgement.

Regrets from C. Lo, J. Cummins and M. Guerin.

Congratulations to N. Mandryk on her re-election as Chair, Education Council for 2025. This is her 4th term in the role.

**2. APPROVAL OF AGENDA & CONSENT AGENDA**

**MOTION:** THAT the Board of Governors approve the December 17, 2024 Special Public Meeting agenda.

**Moved, Seconded & CARRIED**

**3. POLICY**

**3.1 REVISED: Curriculum Development & Approvals Policy & Procedures (410); and  
 NEW: Program Development & Approvals Policy & Procedures (409)**

N. Mandryk addressed the Board. Although quorum was not established at the Governance Committee (GC) meeting on Dec 12, 2024, the attending GC members and staff (N. Mandryk, A. Patel, P. Yeung, H. Kaur, M. Rashid and D. Wells) agreed to proceed with the discussions.

The GC members decided to informally approve the Education Council's (EdCo) recommendations and present them to the Board.

**Revised Curriculum Development and Approval (410) policy & Procedures:**

- The revisions clearly delineate the approval authorities of the Board of Governors and EdCo, as legislated in the College and Institute Act. This separation of powers involves moving the relevant content to the new Policy Development and Approval Policy (409).
- The authority for the policy is revised from joint EdCo and Board to solely EdCo.

**New Policy Development and Approval (409) Policies & Procedures:**

- The Board has the authority to approve new credentials, program/course implementation, and deactivations. Tuition and fees continue to be approved by the Board on the recommendation of the Finance and Audit Committee.
- Procedures (19) introduces an Accelerated Program Change pathway that enables the Board to approve new credentials, program/course implementation, and tuition before curriculum is approved. For recruitment, this expedites marketing the program.

As Policy 409 reverts the authority to approve new or deactivated courses and course changes from EdCo to the Board, the GC evaluated the additional workload, which in 2024 includes over 100 deactivations and 300 new courses. To address this, an exception was added allowing revisions deemed urgent or minor by the Vice President, Academic & Research to be approved by EdCo. The Board would be informed of such decisions and retains the authority to override them. In addition, similar matters could be grouped for approval and presented less frequently to prevent board meeting agendas from becoming overloaded.

The Board supported the recommendations, appreciating the division of authorities, the pathway for expediting approvals and the addition of the exception procedure, expressing confidence in the ability of the VP, Academic & Research, to make these decisions

**MOTION:**

THAT, on the advice of Education Council, the Board of Governors approve changing the approval authority for the Curriculum Development and Approval (410) policy and procedures from the Board of Governors with Education Council advice to sole approval by Education Council.

THAT, on the advice of Education Council, the Board of Governors approve the Curriculum Development and Approval (410) policy and procedures, in the form presented at this meeting.

THAT, on the advice of Education Council, the Board of Governors approve, in the form presented at this meeting, the new Program Development and Approval (409) policy and procedures.

**Moved, Seconded and CARRIED**

**4. NEXT MEETING & ADJOURNMENT**

The next regular public board meeting is on Feb 5, 2025. The meeting adjourned at 9:56 a.m.

**MINUTES: BOARD APPROVED - February 5, 2025**