



VANCOUVER COMMUNITY COLLEGE EDUCATION COUNCIL  
SPECIAL MEETING MINUTES

March 18, 2024

3:00–4:00 p.m., Videoconference

**ATTENDANCE**

**Education Council Members**

Natasha Mandryk (Chair)	Dennis Innes	Shirley Lew
Sarah Kay (Vice-Chair)	Jessica Ligeralde	Simranjot Kaur
Belinda Kaplan	Kseniia Osipova	Todd Rowlatt
Dave McMullen	Lisa Beveridge	Vivian Munroe
David Kirk	Louise Dannhauer	
David Wells	Marcus Ng	

**Regrets**

Brianna Higgins	Derek Sproston	Heidi Parisotto
Dana Valeria Rodriguez Arellano	Emily Simpson	

**Guests**

Chelsea Hunter	Julie Gilbert	Nicole Degagne
Dawn Cunningham Hall	Les Apouchtine	Patris Aghakian
Herbie Atwal	Mark Chiarello	Stefan Nielsen
Jo-Ellen Zakoor	Marnie Findlater	

**Recording Secretary**

Darija Rabadzija

**1. CALL TO ORDER**

- The meeting was called to order at 3:00 p.m. S. Kay chaired the meeting on behalf of N. Mandryk.

**2. ACKNOWLEDGEMENT**

- J. Ligeralde acknowledged the College’s location on the traditional unceded territories of the x̣ṃəθḳəỵ əṃ (Musqueam), Sḳwx̣ wú7mesh (Squamish), and səliłẉ ətaʔṭ (Tsleil-Waututh) peoples who have been stewards of this land from time immemorial and extended the acknowledgement to the ancestral territories of all participants joining remotely.

**3. ADOPT AGENDA**

**MOTION:** THAT Education Council adopt the March 18, 2024 agenda as presented.

**Moved by D. Kirk, Seconded & CARRIED (Unanimously)**

**4. BUSINESS ARISING**

**a) 2024–2025 Enrolment Plan**

**MOTION:** THAT Education Council recommends the Board of Governors delay approval of the 2024–2025 Enrolment Plan until an updated plan is provided, and recommends the Board of Governors confirm that the enrolment numbers used in the budget planning reflect the identified and planned alterations.

**Moved by T. Rowlatt, Seconded & CARRIED (9 in favour, 5 opposed)**

- D. Wells presented the draft 2024–2025 Enrolment Plan (EP), which was circulated to EdCo members on March 1 and discussed at an EdCo lunch & learn session on March 11.

- The annual enrolment plan reflects budgeted registrations projected by Finance, which in turn represent prospective enrolment. The plan informs the budget process and is used to guide the number and size of course or cohort offerings in departments and program areas. For this year's plan, the format was adjusted to remove projected full-time equivalent (FTE) student numbers and solely report projected registrations. The rationale was to simplify and streamline the reporting process in comparison with previous years. Creation of the EP involves departments, deans, Finance, the Registrar's Office, and Institutional Research.
- It was acknowledged that the numbers for both domestic and international enrolment will require adjustments. The numbers in the draft plan are higher than they are expected to be in the finalized plan. On the domestic side, the main factor creating inflated numbers is that for Finance purposes, any active registrations in the fiscal year are counted. This means that students who registered in January, February, or March 2024 and do not complete their courses by the end of March are counted towards the 2024/2025 plan, resulting in numbers appearing higher than in the past. Filtering out these dates would align numbers closer to last year's budgeted registrations.
- On the international student side, while there is some more information on attestation letters VCC will be allotted for international students, there are still open questions about IRCC processes, as well as the impact of changed regulations on international student demand for studies in Canada. The international enrolment numbers will need to be adjusted down closer to last year's numbers.
- Education Council appreciated the discussion and that the limitations were outlined. However, since none of these were reflected in the Enrolment Plan document, EdCo recommended delaying approval of the EP by the Board until an updated version of the plan is created. The motion was approved by majority vote, with 5 members opposed.
- D. Wells informed Education Council that he would bring forward a separate motion to the Board for approval of the plan in March.

## **5. NEXT MEETING AND ADJOURNMENT**

- The next Education Council meeting will be held on April 9, 2024, 3:30–5:30 p.m.
- The meeting was adjourned at 3:47 p.m.

### **APPROVED AT THE APRIL 9, 2024 EDUCATION COUNCIL MEETING**

**Natasha Mandryk,  
Chair, VCC Education Council**