



ATTENDANCE

Education Council Members

Natasha Mandryk (Chair)	Dennis Innes	Shirley Lew
Sarah Kay (Vice-Chair)	Emmy Cheung	Todd Rowlatt
Ali Oliver	Gabby Sarnoh	Vivian Munroe
Andy Sellwood	Janita Schappert	
Dave McMullen	Louise Dannhauer	
David Wells	Marcus Ng	

Regrets

Belinda Kaplan	Derek Sproston	Sonal Singh
Dennis Innes	Heidi Parisotto	

Guests

Brynn Joyce	Janet Latter	Pervin Fahim
Carolyn Moi	Jo-Ellen Zakoor	Reza Nezami
Clay Little	Ken McMorris	Svetlana Mitrovic
Dawn Cunningham Hall	Mark Chiarello	Tannis Morgan
Frank Cosco	Maureen Kelbert	Valerie Kakurai
Herbie Atwal	Patris Aghakian	Vesna Radivojevic

Recording Secretary

Darija Rabadzija

1. CALL TO ORDER

- The meeting was called to order at 3:31 p.m.

2. ACKNOWLEDGEMENT

- G. Sarnoh acknowledged the College’s location on the traditional, unceded and never surrendered territories of the x^wməθk^wəy əm (Musqueam), Sk̓wx̓ wú7mesh (Squamish), and səliłw ətaʔt (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 16, 2023 agenda as presented.
Moved by S. Lew, Seconded & CARRIED (Unanimously)

4. BUSINESS ARISING

a) Enrolment Plan 2023-2024

MOTION: THAT Education Council recommend the Board of Governors approve, with changes discussed at this meeting, the 2023–2024 Enrolment Plan.
Moved by N. Mandryk, Seconded & CARRIED (with one opposing vote by S. Kay)

- D. Wells presented the second draft of the Enrolment Plan (EP). The annual EP reflects budgeted registrations projected by Finance, which in turn represent prospective enrolment and form the basis of full-time equivalent (FTE) calculations. The budget document from Finance is reviewed by deans and the Registrar’s Office, and data is entered into Banner (VCC’s Student Information System). The EP created by Institutional Research is based on an export from Banner, which represents a snapshot in time. Changes between the Finance document and Banner data, such as the addition or cancellation of individual course offerings, can create discrepancies and require manual adjustments.
- As discussed at the last meeting, some FTE numbers, particularly in Arts & Sciences, were recalculated since the first draft. While budgeted registration numbers were considered to be reliable, FTE calculations were inaccurate due to missing contact hours for some course offerings. In general, registration numbers are more meaningful than FTE numbers for departments or areas with course-based offerings, because of the mix of different course lengths and the challenge of predicting students’ choices. No discrepancy between registration and FTE numbers for departments or areas with cohort-based programming were noted.
- Some numbers in Arts & Sciences are currently being reviewed by the dean; revisions to the EP will be shared with EdCo once finalized. It was confirmed that these final revisions following the meeting would not result in significantly changed projected numbers, and that affected departments will be made aware of changes that impact their operations. Going forward, the plan is to provide data earlier to deans and departments for review.
- Discussion around specific programs/departments:
 - Certain programs share the same organizational code (a four-digit number referred to as “ORG” on page 2 of the meeting package). Numbers for programs using the same ORG code are combined in the Enrolment Plan; separate numbers (e.g., for the Nail Technician program) can be obtained from the dean.
 - EAL Pathways: increase of about 7% in budgeted registrations compared to 2022–23 actuals.
 - UT Sciences: international FTE is lower because some sections under the Associate of Science/Computer Science were not included in the draft plan; this will be updated.
 - CF Math: numbers in the draft EP are significantly higher than in the section-level planning document; these numbers will be adjusted down.
 - LINC: FTE numbers for this area are not budgeted because LINC is funded through a contract; actual FTE numbers will be captured.
 - There was a request to follow up on questions raised at the February meeting about specific programming areas.
- Overall, international enrolment is growing, and there is particularly strong interest in business offerings. A major factor driving recent growth was the unexpectedly high number of students accepting offer letters; this development will be monitored. There was a discussion about VCC’s plans and capacity to support this growth. Domestic demand for trades, culinary arts and hospitality management is decreasing, related to the strong labour market. There were questions about managing offerings with waitlists in terms of budgeted registrations and adding sections.
- The EP will move forward to the Board of Governors for approval at its March 29 meeting.

5. NEXT MEETING AND ADJOURNMENT

- The next Education Council meeting will be held on April 11, 2023, 3:30–5:30 p.m.
- The meeting was adjourned at 4:24 p.m.

APPROVED AT THE APRIL 11, 2023 EDUCATION COUNCIL MEETING

Natasha Mandryk,
Chair, VCC Education Council