

WV Insider

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VCC VANCOUVER VOCATIONAL INSTITUTE

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JUL 16 1985

JOB OPPORTUNITIES

VVI Secretary 1, Instructional Administration. Closing date is June 11, 1985. Competition Number 26-06-85.

LANGARA Part Time Japanese Instructor. September 1, 1985 to April 30, 1986. Closing date: June 19, 1985.

Two, Half-Time Statistics Instructors. Commencing September 1985. Closing date is June 19, 1985.

C.E. Part Time Early Childhood Education Instructor. Appointment from September to December, 1985. Closing date is June 19, 1985.

MEL

EXPO PASSES

A reminder that the deadline for taking advantage of the group discount rate for EXPO 86 passes is June 21, 1985. You only have two weeks left to deliver your request (and your cheque) to Wayne Matthewson at Central Admin. The price for an adult season pass is \$89.00 (children/seniors \$44.50), and for an adult three day pass \$26.95 (children/seniors \$13.45).

RGS

CONGRATULATIONS

Registration Services would like to wish Charise Bryan a very Happy Birthday!

FM

REMINDER

The next GRADUATION CEREMONY will be held 1985 June 20, at the Queen Elizabeth Playhouse at 14:00, and will include all students graduating from advanced options between 1985 April 01 and 1985 June 30.

For further information please call Judy Weiss, Local 431.

JV

May 31, 1985

TO ALL COLLEGE EMPLOYEES

This morning the Minister of Education announced the merger of the British Columbia Institute of Technology (B.C.I.T.) and the Pacific Vocational Institute into a single institution. It will retain the B.C.I.T. name. "

He also announced some program shifts related to the merger which will have some impact on Vancouver Community College.

We will no longer admit students in the following programs:

- Welding
- Machinist
- Post Basic Nursing

We will expand our intake in two programs:

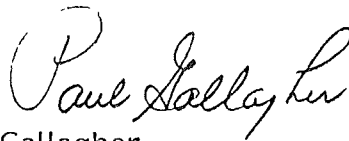
- Basic Training For Skill Development
- Business Office Training

We will begin admitting students in two programs:

- Building Services Worker
- Recreation Facility Management

These changes will be phased to allow for students presently enrolled to complete their programs at their present institution. When the changes are complete, it would appear that the impact on the College is a net increase in our offerings of 136 F.T.E. students.

On a personal level the impact will be felt most by the faculty and staff directly involved in the changing programs. Our College will act promptly and vigorously to promote the best interests of VCC employees touched by these changes. Today we are meeting with employees who will be affected. Our future courses of action will depend on what direction these employees wish to take.



Paul Gallagher,
President

June 6, 1985

TO ALL COLLEGE EMPLOYEES

It's time to take a good look at ourselves -- time to take stock, to see where we have been and where we are going; time to see what we are doing right and what we can improve on.

We all do it from time to time in life and a college is no different.

In the case of the college, we have a formal name for it, "Institutional Evaluation Self-Study", and a definite time is set aside to do it -- the next ten months. There is a formal process along with responsibility for making it happen -- the Institutional Evaluation Steering Committee, chaired by Hans Rerup, Principal of the V.V.I.

The steering committee has had a couple of meetings and decided to ask you to contribute to the list of issues which the College should be considering in evaluating our performance and our prospects.

We already have a process in place to look at the programs we offer and the ways we deliver them; and we will be looking at the functions and services which support those programs. But are there other, broader issues, concerns, possibilities, dreams that you have for your college but that do not relate directly to specific programs or services?

The committee has decided to ask for a little help. This month all employees will be sent a survey form listing some issues and asking if they are the issues you want us to deal with. The list is open-ended so you can add any we leave out but which you feel are important. Similar surveys are being sent to other members of the community to make sure we are on the same track as the people we serve.

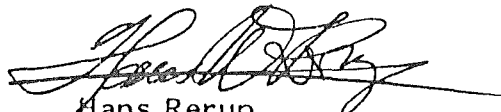
All of this should be completed by the end of June. Then sub-committees or task forces will tackle the major issues and a combined draft report submitted to all of you by the end of October for review, discussion and reaction.

From this will come a final report; a visit, examination and report from an external team; to verify the findings of the report and a full report forwarded to the Ministry of Education.

Finally, will come implementation of the recommendations, the action plans.

All of this projection into the future is based on the picture we get of ourselves at the present, this month. If we all jump in, give our perspective, the view will be more complete, more accurate and so will be our direction for the future.

Speak up. The reward will be a more effective college: a better place to work, a better place to learn.



Hans Rerup
Chairman
Institutional Evaluation
Steering Committee

LOCAL ECONOMIC RENEWAL & DEVELOPMENT FUND

May 29, 1985.

The College divisions responded to a call for proposals for the \$5.8 million economic renewal and development fund created by the Minister of Education to encourage growth of small business and entrepreneurship; enhance application of new technologies in B.C.; more effectively market B.C. goods and services and more efficiently utilize natural resources. More than 40 proposals were submitted from all sectors of the College.

A committee chaired by G. A. R. Sylvester, Dean of Administrative and Student Services, K.E.C. and with the following members: M. E. Lamoureux, Dean of Instruction, V.V.I.; R. F. Kerr, Dean of Instruction, Career, Langara; G. Barry, Associate Director, Programs, C.E.; T. Toulson, Director of Contract Development Services; and C. R. Carter, Director of College Resources reviewed the projects in the light of the criteria of the Fund; the economic development strategies of Vancouver and the region and College educational plan priorities. A group of 30 proposals representing approximately 35 projects as originally submitted (several proposals were combined) with 10 proposals identified as high priority were approved by the College Board for submission to the Ministry of Education for consideration.

With the assistance of the Public Relations and Advertising department and the Institutional Research Office these proposals have been readied and forwarded to the Ministry.

The strong and varied projects forwarded from throughout the College made the task of priority selection by the committee a difficult, albeit pleasurable, one. With the exception of a few proposals with other merits which did not seem to meet Fund criteria, all were forwarded for consideration in summary form to the Ministry.


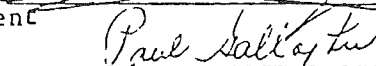
Ministry of Education review of proposals will occur in the first two weeks of June. A decision on the first round of submissions is expected by June 15.

A second round of proposals is scheduled for the fall. Further proposals or further development of already submitted projects may be called for. As soon as information concerning this second review is received it will be distributed throughout the College. In a recent visit to Victoria there was encouragement for the submission of further proposals in the fall.

As committee chairman I wish to thank, on behalf of the committee, all those who developed and forwarded the excellent projects. I wish to thank, too, the many College staff who worked to develop the package in its final form for presentation to the Ministry. Extraordinary efforts were made by everyone.

G. A. R. Sylvester

VANCOUVER COMMUNITY COLLEGE
POLICY & PROCEDURES MANUAL

Policy No. 2.4.2.1
Issue Date: 1977 09 09
Amendment: No 5 Update 1985 05 13
Source: Campus Management Committee
Title: V.V.I. APPLICATION AND
ADMISSIONS POLICY
Concerning: All Applicants, Counsellors,
Student Services Assistants,
Admissions Staff and Division
Chairmen.
Campus Principal
Approval: 
College President
Approval: 

DEFINITIONS:

Ongoing Student:

This student is enrolled in a series of programs, where the successful completion of one program is the entrance requirement for the next program.

Fee-paying Student:

This student has paid the tuition fees for the program, or these fees have been paid by another party on his/her behalf or his/her tuition fees have been waived by a VCC/VVI Administrator.

Sponsored Student:

This student occupies a training space which has been purchased by another party (ie., C.E.I.C., the Ministry of Labour, etc.) through the Ministry of Education, in agreement with the College.

Waitlist:

This is a list of applicants who have met the entrance requirements to a specific program, and from which classes are filled by Registration Services on a first-come first-served basis. On this list, applicants are entered in the date order that they meet the entrance requirements.

Selection List:

This is a list of applicants who have met the minimum entrance requirements to a specific program for which applicants are assigned training space by Registration Services, following the assessment and possible interview by a selection committee, on the basis of the applicant's judged potential of completing and succeeding in the program.

DEFINITIONS:

Pending List:

This is a list of applicants kept by Registration Services for a particular program for which the applicants have not met the entrance requirements.

Career Preparation/Common Core Graduates

These applicants have completed either of the following studies:

Career Preparation: This is a series of secondary school courses which are articulated with the corresponding VVI program.

Common Core: The Common Core portion of the TRAC program (usually taught at a B.C. Community College or Institute).

Application Date:

Date on which applicant completes all requirements for admission except for:

- a) Applicants who are taking prerequisite courses at Vancouver Community College. These applicants will be entered on the wait list on the latest of the following dates:
 - i) Application date at Vancouver Vocational Institute for specific program;
 - ii) Start date of prerequisite course (except laddered programs) at the Vancouver Community College
- b) Applicants who are completing their entrance requirements at another educational institution in the next six (6) months. In this case, the actual application date applies.

Applicants included in items (a) and (b) above will not be admitted into a program until they have provided proof that they have completed all prerequisites.

POLICY:

The following procedures are based on the Vancouver Community College Policy and Procedure No. 2.1.2.3, 2.1.2.4 and 2.1.2.5.

PROCEDURE:

- B.1 The allocation of training spaces in a class of a program or course to either fee-paying or sponsored students is the responsibility of the Dean of Administrative and Student Services, and it is subject to negotiations with the Ministry of Education. The Ministry of Education may, with the agreement of the College, sell training spaces to, for example, the Ministry of Labour and the Canada Employment and Immigration Commission (C.E.I.C.).

PROCEDURE:

- B.2 The admission requirements for specific programs are listed in the calendar of the Vancouver Vocational Institute. However, these requirements may change during the life of the calendar.
- B.3 Each application must be accompanied by a payment of \$15.00, which is a non-refundable pre-payment of fees, and which will be applied against fees payable at registration as a student.
- B.4 Assignment of training spaces for fee-paying students can either be on:
 - a) First-come, first-served basis; or
 - b) Selection basis.

All changes of programs from the normal first-come first-served entry method to a selection model must be approved in advance by the campus principal before implementation.

- B.5 When the number of acceptable applicants for a program, which is filled on "first-come, first-served" basis exceeds the number of fee-paying training spaces available in the next class, such applicants will, for their convenience and to avoid re-application, be placed on a waitlist for subsequent classes.
- B.6 Applicants for a program which is to be filled on a selection basis will be put on a selection list.
- B.7 Unsuccessful applicants on the selection list may choose to continue on the list for the next selection or request their \$15.00 application fee returned.
- B.8 The number of fee-paying training spaces are divided equally for the group of regular applicants and Career Preparation/Common Core graduates. If one group of these two cannot fill the assigned training spaces, the other group gets the opportunity.
- B.9 Partial and tentative applications may be received for assessment by the Registration Services Department. For such applications to remain valid for consideration, the missing and required information must be received within a 12 month period. These applications will be placed on the pending list.
- B.10 A person may apply to more than one program concurrently. If an applicant who has applications for more than one program or course is accepted into one of them, then the College will request that the applicant state whether or not the remaining applications shall remain active or be cancelled.

PROCEDURE:

- B.11 When the number of feepaying training spaces exceeds the number of eligible applicants, then the spaces may be offered to applicants who do not fully meet the entrance requirements, on a conditional basis, ie., subject to performance in the program. If a student entering a program or course under these circumstances has difficulties with the training so as to become a hindrance to the instructional process, then the faculty may request the withdrawal of the conditional student within the first level of the program.
- B.12 For students returning to a program, please refer to Policy No. 2.4.2.2, "Reinstatement and Recommencement Requests by Students."

