

Special Committee of the Whole (Public)

Agenda



Special Committee of the Whole Meeting

January 30, 2018 at 3:30pm

Riverside College & Trades Centre, 32811 Dewdney Trunk Road, Mission, BC

1. CALL TO ORDER

The Board Chair will acknowledge that this meeting is being held on Traditional Territory.

2. ADOPTION OF AGENDA

3. DELEGATIONS/ PRESENTATIONS

4. CURRICULUM – Standing Item

5. UNFINISHED BUSINESS

5.1 Update on Progress for Potential Programs

Information Pg 1

5.2 Potential Expansion

Discussion Pg 2

5.3 Riverside Admission Criteria

Discussion Pg 3

6. STAFF REPORTS

7. NEW BUSINESS

8. MINUTES OF PREVIOUS MEETINGS

8.1 Committee of the Whole Meeting Minutes, November 28, 2017

Action Pg 4

9. INFORMATION ITEMS

10. ADJOURNMENT

ITEM 5.1 Information

TO: Committee of the Whole
FROM: Principal, Wade Peary
SUBJECT: Update on Progress for Potential Programs.

During the last Special Committee of the Whole meeting held on November 28, 2017; the Principal of Riverside College presented on several ideas for potential programs.

The Principal, Wade Peary, will provide the Committee of the Whole an update on progress for potential programs.

ITEM 5.2 Discussion

TO: Committee of the Whole
FROM: Superintendent of Schools
SUBJECT: Potential Expansion

During the last Special Committee of the Whole meeting held on November 28, 2017; the Principal of Riverside College, Wade Peary, presented on two options for potential expansion. The conversation continued and a suggestion was brought forward to conduct more research. A business case plan would be one option of presenting such research. Nothing definitive was decided with this item.

ITEM 5.3 Discussion

TO: Committee of the Whole
FROM: Principal, Wade Peary
SUBJECT: Admission Criteria for Riverside College

Application packages must be completed by the student/parent before being considered for programs at Riverside College.

In addition to the package, students must provide/complete:

- The most recent report card/transcript
- Complete the ITA Essential Skills Assessment (done at Riverside College)
- Riverside College will pull their unofficial transcript of grades from the School Secure Website

Completed packages are shared with the program instructors and discussed with the administration. If questions arise out of the application package, individual meetings are held with parents and students to discuss academic/social issues. Further assessment may be required (such as a reading/writing assessment) to ensure that the student will be successful in their program choice.

Once we have made a decision to accept the student into a program of study, we will meet with each student and parent and go through a Student Learning Plan as well as the Enrollment Policy and fee schedule.

The application process is on par (if not exceeds) what most of our neighboring districts have their applicants complete to attend their Career Programs.

Committee of the Whole Meeting (public)

Minutes



Committee of the Whole - Special Meeting

November 28, 2017 at 3:30pm

Riverside College & Trades Centre, 32811 Dewdney Trunk Rd. Mission, BC

Members Present:

Chair Tracy Loffler
 Trustee Rick McKamey
 Trustee Randy Cairns
 Trustee Jim Taylor
 Trustee Shelley Carter

Staff Present:

Superintendent Angus Wilson
 Secretary Treasurer Corien Becker
 Executive Assistant Aleksandra Zwierzchowska (Recorder)

1. CALL TO ORDER

The meeting was called to order at 3:30 pm by the Chairperson. The Chair acknowledged the meeting was being held on Stó:lō Territory. There are four First Nation Bands within the boundaries of the Mission School District: Leq:a'mel, Sq'èwlets, Kwantlen, and Matsqui First Nations.

The Chair requested for a round table introduction from all attendees;

Corien Becker, Mission Public Schools

Ray Seifert, Facilities Manager

Jim Taylor, Trustee

Ron Smith, Work BC Mission Community Skills Centre

Rick McKamey, Board Chair

Bryan Phillips, Riverside College

Wade Peary, Riverside College

Shannon Bowsfield, Mission Public Schools

Clare Seeley, District of Mission, Economic Development

Cyndi Polovina, DPAC

Amber Chung, Mission Teachers' Union

Angus Wilson, Mission Public Schools

Aleksandra Zwierzchowska, Mission Public Schools

Tracy Loffler, Trustee and Meeting Chair

Trustee Cairns entered the meeting at 3:32pm

2. Adoption of Agenda

MOVED and Seconded that the Agenda be adopted as presented.

CARRIED

3. Delegations/Presentations

4. Curriculum

5. Unfinished Business
6. Staff Reports
7. New Business
- 7.1 Riverside Finances Review

The Secretary Treasurer referred to item 7.1 - Attachment A, and noted that it was difficult to determine the financial standings of the College. It was mentioned that the college has moved into a positive direction specifically from a financial perspective as the college is operating at a profit verses a loss.

Q: How did one less teacher contribute to a loss?

R: In the past, funding did not cover this cost. By changing the program structure, we were able to cover these costs. Compared to other schools, Riverside has experienced difficulty with covering all related costs.

7.2 SWOT Analysis

The Superintendent explained the purpose of a SWOT analysis and listed several bullet points for each category. The discussion continued and the following items were noted:

Strengths

- Strong staff;
- Great building;
- Equipment in good standing;
- Programs have good reputation;
- Location is accessible;
- Cater to large age demographic – no age limitations;

Weakness

- Small staff results in course limitations which limits profits;
- Interests of adults and students can change;
- Board of Education can change and have a different vision;
- Lack of advertisement and promotion of college;
- Limited relationship with Mission Secondary School;

Opportunities

- Successful partnerships with other organizations in the area and out of area;
- Small size means easy to adapt;
- Political factors like MLA's are huge advocates for colleges like Riverside;
- Other schools have long waiting lists for trades programs;
- Connect with Aboriginal partners;

- Work with the local business community and bridge the current gap in skill shortages within the community;
- Target parents;

Threats

- Ministry of Education / Advance Education can look at businesses within the district and say that this business is not being run well and create a “cause for pause” with the college;
- UFV is competition;
- “Who knows” factor especially with new innovation and technology;
- Mission has low rate of students who achieve post-secondary education;

The Principal of Riverside College noted that the college is currently building relationships with the First Nations Community.

Trustee Carter entered the meeting at 3:56 pm.

The discussion continued and the following topics were noted:

- Good idea to promote the programs to students at earlier stage to get them familiarized with opportunities;
- There is a possibility for hybrid program for students who are seeking to graduate while learning trades related skills;
- Work BC funds 100% of their clients to obtain training and Riverside is a strong resource in the community;
- Work with UFV to build stronger relationships and become an avenue to prepare students in first year of studies;
- Very helpful to have a place to complete some of your education within your community prior to attending university.

7.3 Vision for Riverside

The Superintendent noted that this is a good time to brainstorm for the vision and the future of the college. The discussion continued and the following topics were noted:

- A lot of the vision comes from the word “College” – a student seeking out a college is making a more mature decision;
- Offer a college certification which offers more credibility;
- Keep the college a separate entity from Mission Secondary School;
- Most high-schools don’t welcome grade 13- we welcome adults;
- Focus on professional skills;
- Basic skills for employment;
- Maintain affordability;
- Talk to students to get their input on subject matter.

7.4 Potential Programs

The Principal of Riverside College directed the committee's attention to a PowerPoint presentation which highlighted the following items:

- The college is an education hub;
- Canadian Vocational training centre;
- Partnership with Work BC Mission Community Skills Centre;
- Online Ed2Go;
- Most funding is offered by Ministry of Education;
- External Certifications like Fork Lift, Beauty, MS Office Certification;
- Skilled Trades.

What does Riverside offer the community?

- Tuition free post-secondary education for Students less than 19 years of age;
- Local training that keeps dollars in Mission;
- Training opportunities for Work BC Clients;
- Meeting the demands in high LMI jobs;
- Working with our local Aboriginal bands to provide local training;
- Stepping stone into other careers and education;
- Local business with free work experience.

Expansion Opportunities

- Offer trucking course with focus on shipping and logistics and integrate with warehouse program;
- Digipen- program offered in Kamloops for Digital Art;
- Emergency Responder Program;
- Continuing Education;
- Trades Awareness Program- five weeks of plumbing, electrical, carpentry or automotive for students to try before committing.

Q: Where is the college with offering a welding program?

R: The Principal has been in contact with Thompson Rivers University as they have a mobile welding house with a program that is 24 weeks long. We would need to start this program at beginning of August or finish at the end of July. We are unsure of the cost of the program but speculate that it is very expensive. The Iron Workers have another trailer that they may be willing to lend us as a trade sampler.

Q: Are we trying to move away from Trades Training and move into Career and Technical Training?

R: We are trying to fill the skills gap.

7.5 Potential Physical Expansion

The Principal presented the following information on options for potential expansion:

Option #1- Reconfigure the Building

- Create space in the building for 3000 sq. ft. workshop,
- Currently the workshop space does not meet ITA Standards;
- Attainable but there are pros and cons.

Option #2 – Stand-alone Workshop

- Potential to expand the building so that we don't lose the downstairs classroom space;
- Look at putting 3000 sq. ft. workshop behind of the building.

Q: Is a Quonset Hut a possible option?

R: With this option you would have to consider services to the building.

Q: Why is it important to meet ITA regulations?

R: They approve if an organization can run a program.

Q: How important is the location of this shop to be onsite? Can it operate from a satellite location?

R: It is important for students to have a sense of belonging. It is functional to operate offsite, but makes it more difficult.

The discussion continued about more thoughts and ideas regarding either expanding the building or adding a stand-alone workshop. One recommendation was to conduct a business case with consideration on how learning outcomes will be affected if you go with option one (1) versus option two (2). The college needs a plan that considers all possibilities five (5) to ten (10) years from now.

The Secretary Treasurer noted that it is uncertain if this property is the site for the future and that it's important not to set limitations, and to think outside the box. It is important to take our time and develop a business case to conduct some research before we can come to a conclusion.

Q: Why do we need to expand psychically?

R: The current carpentry space is not appropriate for students to build their projects. There are limitations with current space. Plumbing students are doing projects on the side of the building outdoors in the rain. We would like to maximize the use of the space and allow for more integration with all the trades which does not happen now. It's fundamental that we expand because the college is unable to keep up with competitors. We have managed to make things to work because our instructors think outside the box.

The Chairperson noted that the meeting is nearing 6pm and recommended that item 7.6 be discussed at a future Committee of the Whole meeting.

It was suggested that Staff use the feedback to work on a vision statement and look at scheduling another meeting in January.

7.6 Riverside Admission Criteria

It was suggested that with the remaining minutes that the Superintendent speak on this item.

Minutes



The Superintendent noted that currently the college does not have any specific admission criteria. This is a huge advantage, however, this does pose implications. We have flexibility with ability. It was suggested that this topic be addressed as a procedural item without policy.

The Principal noted that the college is accepting applications for February 2017, therefore, this item would have to be implemented next year. Currently the college has an application process but happy to discuss this topic further.

8. Minutes of Previous Meetings

No minutes to review.

9. Information Items

No information items were presented.

8.1 Adjournment

**Moved and Seconded to adjourn the meeting.
CARRIED**

The meeting adjourned at 5:56 pm.

Chairperson

Secretary Treasurer