

Harriman, Rheannon AVED:EX

From: Chan, Kristine S AVED:EX
Sent: Monday, September 21, 2015 11:19 AM
To: Darin Wong (BCIT) (Darin_Wong@bcit.ca); Michael Bennett (Camosun College) (bennettm@camosun.bc.ca); 'Mike Proud'; 'Jennifer Castley (castleyj)'; Dianne Teslak (COTR) (TESLAK@cotr.bc.ca); Dean Jansen (Douglas); Michelle Lock (ECU) (mlock@ecuad.ca); 'Cathy Carson'; Evelyn Forrest (KPU) (EForrest@kpu.ca); Joseph Cordingley (Langara College) (jcordingley@langara.bc.ca); Marlie Worrin (NVIT) (mworrin@nvit.bc.ca); Ingrid Burkholder (Accountant, NIC) (Ingrid.Burkholder@nic.bc.ca); 'Turid Giovannini'; CJ Bailey (NWCC) (Cbailey@nwcc.bc.ca); Allan Hickey (Assoc. Registrar, Okanagan College) (akhickey@okanagan.bc.ca); XT:Tulip, Dan GCPE:IN; Bev Horst (Selkirk College) (BHorst@selkirk.ca); 'Elise Hamelin-Johnston'; Audrey Yan (SFU); 'Matthew Kennedy'; 'Tsang, Teresa (Enrolment Services)'; Nicole Adams (UFV) (Nicole.Adams@ufv.ca); Leanne Murphy (UNBC) (leanne.murphy@unbc.ca); 'Rhonda Ljunggren - vpfoasst'; 'Andrew Frias'; 'Nikki Klaassen'
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Subject:

BC Public Post-Secondary Institutions
Academic Arts Annual Tuition Fees for Full-Time Students by Institution Type

	2013/14		2014/15		2015/16		TUITION ONLY	
	Tuition Fees	Mandatory Fees	Tuition Fees	Mandatory Fees	Tuition Fees	Mandatory Fees	2014/15 increase over 2013/14	2015/16 increase over 2014/15
Colleges								
Camosun College	\$3,093.42	\$63.12	\$3,155.29	\$65.84	\$3,218.40	\$66.48	2.0%	2.0%
College of New Caledonia ¹	\$2,466.00	\$84.00	\$2,515.50	\$85.70	\$2,565.00	\$147.40	2.0%	2.0%
College of the Rockies	\$2,490.80	\$583.50	\$2,540.40	\$595.20	\$2,591.10	\$606.90	2.0%	2.0%
Douglas College	\$2,820.00	\$66.00	\$2,874.00	\$68.00	\$2,931.00	\$68.00	1.9%	2.0%
Langara College	\$2,649.00	\$160.70	\$2,701.50	\$163.80	\$2,755.50	\$167.15	2.0%	2.0%
North Island College	\$2,685.00	\$85.25	\$2,738.40	\$86.96	\$2,793.00	\$88.70	2.0%	2.0%
Northern Lights College	\$2,943.00	\$160.78	\$3,001.50	\$163.37	\$3,060.00	\$166.01	2.0%	1.9%
Northwest Community College	\$2,530.50	\$178.20	\$2,581.20	\$181.80	\$2,632.80	\$185.40	2.0%	2.0%
Okanagan College	\$3,202.62	\$334.96	\$3,266.88	\$341.78	\$3,332.22	\$348.62	2.0%	2.0%
Selkirk College	\$2,592.43	\$323.88	\$2,644.26	\$330.36	\$2,697.14	\$336.96	2.0%	2.0%
Vancouver Community College ²	\$2,428.20	\$69.90	\$2,476.80	\$71.10	\$2,526.30	\$194.05	2.0%	2.0%
Simple Average	\$2,718.27	\$191.84	\$2,772.34	\$195.81	\$2,827.50	\$215.97	2.0%	2.0%
Weighted Average ³	\$2,760.79	\$149.88	\$2,813.63	\$152.80	\$2,869.58	\$176.75	2.0%	2.0%
Institutes								
BC Institute of Technology	\$5,144.00	\$181.62	\$5,246.67	\$185.14	\$5,350.00	\$188.74	2.0%	2.0%
Justice Institute of British Columbia ⁴	\$4,463.00	\$156.00	\$4,552.30	\$159.12	\$4,643.70	\$162.00	2.0%	2.0%
Nicola Valley Institute of Technology	\$2,329.20	\$60.00	\$2,375.70	\$60.00	\$2,423.10	\$60.00	2.0%	2.0%
Simple Average	\$3,978.73	\$132.54	\$4,058.22	\$134.75	\$4,138.93	\$136.91	2.0%	2.0%
Weighted Average ³	\$4,933.91	\$173.16	\$5,028.79	\$176.33	\$5,128.08	\$179.68	2.0%	2.0%
C & I Simple Average	\$2,988.37	\$179.14	\$3,047.89	\$182.73	\$3,108.52	\$199.03	2.0%	2.0%
C & I Weighted Average ³	\$3,282.22	\$155.47	\$3,348.09	\$158.48	\$3,414.33	\$177.46	2.0%	2.0%
Teaching-Intensive Universities								
Capilano University	\$3,539.40	\$51.96	\$3,610.20	\$53.00	\$3,682.50	\$54.06	2.0%	2.0%
Emily Carr University of Art and Design	\$3,714.00	\$260.10	\$3,788.40	\$265.20	\$3,864.30	\$270.60	2.0%	2.0%
Kwantlen Polytechnic University	\$3,855.00	\$269.85	\$3,931.50	\$275.21	\$4,009.50	\$280.67	2.0%	2.0%
Royal Roads University ⁵	\$6,530.00	\$96.50	\$6,660.00	\$98.00	\$6,790.00	\$439.50	2.0%	2.0%
Thompson Rivers University	\$3,830.40	\$645.30	\$3,906.90	\$657.90	\$3,984.90	\$670.50	2.0%	2.0%
University of the Fraser Valley	\$3,941.10	\$394.20	\$4,020.00	\$402.00	\$4,100.40	\$410.10	2.0%	2.0%
Vancouver Island University	\$4,014.90	\$160.60	\$4,095.30	\$163.81	\$4,177.20	\$167.09	2.0%	2.0%
Simple Average	\$4,203.54	\$268.36	\$4,287.47	\$273.59	\$4,372.69	\$327.50	2.0%	2.0%
Weighted Average ³	\$3,977.43	\$310.62	\$4,057.03	\$316.38	\$4,138.02	\$339.69	2.0%	2.0%

BC Public Post-Secondary Institutions
Academic Arts Annual Tuition Fees for Full-Time Students by Institution Type

	2013/14		2014/15		2015/16		TUITION ONLY	
	Tuition Fees	Mandatory Fees	Tuition Fees	Mandatory Fees	Tuition Fees	Mandatory Fees	2014/15 increase over 2013/14	2015/16 increase over 2014/15
Research-Intensive Universities								
Simon Fraser University	\$5,115.00	\$222.94	\$5,217.30	\$227.40	\$5,321.70	\$231.98	2.0%	2.0%
University of British Columbia	\$4,794.30	\$200.94	\$4,890.30	\$204.96	\$4,988.10	\$209.06	2.0%	2.0%
University of Northern British Columbia	\$4,816.20	\$444.00	\$4,912.50	\$444.00	\$5,010.90	\$448.00	2.0%	2.0%
University of Victoria	\$5,058.00	\$158.00	\$5,159.10	\$161.00	\$5,262.00	\$164.20	2.0%	2.0%
Simple Average	\$4,945.88	\$256.47	\$5,044.80	\$259.34	\$5,145.68	\$263.31	2.0%	2.0%
Weighted Average ³	\$4,926.70	\$207.91	\$5,024.72	\$211.67	\$5,124.61	\$215.83	2.0%	2.0%
U & RU Simple Average	\$4,473.48	\$264.04	\$4,562.86	\$268.41	\$4,653.77	\$304.16	2.0%	2.0%
U & RU Weighted Average ³	\$4,619.71	\$241.13	\$4,712.80	\$245.42	\$4,805.90	\$255.84	2.0%	2.0%
System Simple Average	\$3,641.82	\$216.49	\$3,714.74	\$220.43	\$3,788.43	\$245.29	2.0%	2.0%
System Weighted Average ³	\$4,171.91	\$212.45	\$4,256.99	\$216.38	\$4,339.79	\$229.59	2.0%	2.0%

Notes:

¹ In 2015/16, College of New Caledonia received Ministry approval to add a new mandatory Development Fee and Enhanced Service fee.

² In 2015/16, Vancouver Community College received Ministry approval to add a new mandatory Campus Resource Fee.

³ Weighted averages for tuition fees (\$) and for mandatory fees (\$) are derived by using institution size (e.g. student full-time equivalent targets).

⁴ For Justice Institute of British Columbia, used Bachelor of Emergency and Security Management Studies for comparison purposes.

⁵ For Royal Roads University, used Bachelor of Science in Environmental Science for comparison purposes. In 2015/16, RRU received Ministry approval to add a new mandatory Laboratory Fee and Learning Support Services fee.

Harriman, Rheannon AVED:EX

From: Colin Fowler <Colin.Fowler@nic.bc.ca>
Sent: Thursday, November 5, 2015 4:33 PM
To: Lemmer, Nicola I AVED:EX
Subject: NIC Learning Resource fee
Attachments: Fee Issue Paper to AVED.docx

Hi Nicola, I've attached a short summary paper regarding the proposed Learning Resource fee at NIC. The fee has been endorsed by our Senior Leadership Team, and will now go to the Board at their next meeting on November 26th. I know this isn't as much lead time as you would probably want us to provide, but SLT just provided their approval yesterday, and it has to go to the November board meeting to ensure we can get it in the course calendars for next September. It also needs to be set up in our registration system – and needs to be included in our FY 16/17 budget. The Board doesn't meet again until January – and a decision at that time would be too late for a Sept 2015 implementation date.

However, as I understand it the Ministry simply wants to provide input and feedback, and not approval of the fee – as that is a Board decision. So any input and feedback we receive is certainly welcomed, and will be helpful. It doesn't necessarily need to be provided before the Board meeting.

I've done a scan of the fees at other Colleges, and most of them have special purpose fees such as this. NIC currently doesn't have any of these fees.

Thanks!

Colin

Colin Fowler, CPA/CMA
Director, Finance
North Island College
Ph: 250-334-5000 Ext: 5211

LEARNING RESOURCE FEE

November 4, 2015

Background

Fees for some post-secondary services are levied by all institutions. Examples of fees levied by all institutions in one form or another are Application fees, Assessment fees and Lab fees. Recently there has been new fees added by Post-Secondary institutions as a result of increased demand for broader student services. Examples in the College sector include a Student Activity Fee (Okanagan, Selkirk), Technology Fee (CNC, NWCC, Okanagan), Building Fund fee (Langara, NWCC, Okanagan), and a Learning Resource Fee (Selkirk). NIC doesn't levy any of these fees.

NIC Activities to Date

Adding a Learning Resource fee has been approved by the College's Senior Leadership Team (SLT), based on an analysis by a working group that included a cross-section of staff and faculty from the College community.

The working group determined that there were a number of student services that should be enhanced to meet demand, but currently lack a steady funding source in order to do that. A summary of these programs is as follows:

- Peer Tutoring. This service has been funded with one-time or short-term funding sources for the last 3 years (e.g. similar to a pilot project) which ends in 2015/16. Peer tutoring has been very successful, and using the Learning Resource fee to fund Peer Tutoring will ensure it can continue and even expand to fund the "Write Away" program through BC Campus;
- Learning Commons – A Learning Commons that is staffed by students would augment Peer Tutoring by providing a place where students can tutor and learn from other students. This would include a Math tutor to help ensure it is a resource that Trades students could utilize;
- Back Office costs related to these services – mainly Technology support – would be funded from the Learning Resource fee;
- Counselling Services for students could be enhanced to meet current demand – which is a growing cost pressure for the College.

Recommendation

When this issue goes to the Board on November 26, 2015 the recommendation will be to add a Learning Resource fee levied at \$5.00 per credit. The fee would apply to students in credit courses leading to a credential. This excludes Continuing Education and Elder College programs.

Harriman, Rheannon AVED:EX

From: Gary Leier <GLEier@selkirk.ca>
Sent: Monday, December 7, 2015 8:59 AM
To: Brewster, Kevin AVED:EX
Subject: RE: Mandatory Fees

Follow Up Flag: Follow up
Flag Status: Flagged

Will do.
Thanks
gl

GARY LEIER
V.P. College Services, CFO
Selkirk College, West Kootenay & Boundary Region
t. 250.365.1221 or 1.888.953.1133; ext. 21221 |
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>>> "Brewster, Kevin AVED:EX" 12/7/2015 8:46 AM >>>

You can bring us in when you're ready – you can start that conversation with me – something on paper would be helpful – email with some details will suffice

From: Gary Leier [<mailto:GLEier@selkirk.ca>]
Sent: Monday, December 7, 2015 8:44 AM
To: Brewster, Kevin AVED:EX
Subject: Mandatory Fees

Good morning Kevin
You have encouraged institutions that are considering new mandatory fees to include the Ministry in those conversations.
When would you like us to bring the Ministry in and who would you like me to speak with.
Thanks Kevin.
gl

GARY LEIER
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Cavallin, Sandra L AVED:EX

From: Debbie Sargent <dsargent@vcc.ca>
Sent: Thursday, December 3, 2015 8:10 AM
To: Cotie, Kate L AVED:EX; Cavallin, Sandra L AVED:EX
Cc: Perrault, Kevin AVED:EX; Kathryn McNaughton
Subject: Vancouver Community College (VCC) Dental Technology Program Tuition
Attachments: VCC Dental Technology - Answers to Questions.docx; Dental Technology Diploma Major Curriculum Change.docx; Dental Technology Program Content Guide (Comparison).docx; VCC Graduates_Success Rate Report.pdf

Hello Kate and Sandra. It has been a long while since Irene Young and I spoke to you about our proposed new Dental Technology program and our request for consideration of setting a new tuition. We were hoping to implement the new program in September of 2014 but we decided to implement the old program instead. Since the program has an alternate year intake, we are now hoping to implement the new program in September 2016 and would like to follow up on our earlier discussions.

Kevin Perreault forwarded your outstanding questions to me and I have used that questionnaire to respond. I am also attaching three additional documents to help confirm that the changes to the program are substantive.

Kathryn McNaughton, VP Academic, Students and Research, and I are meeting with Kevin in Victoria tomorrow (Friday) at 2:00 p.m. and we would be happy to address any additional questions you may have tomorrow afternoon in person, or I could arrange a teleconference for next week if that works better.

I look forward to discussing this with you both!

Thank you for your consideration!

Debbie Sargent

Debbie Sargent
Dean, School of Health Sciences
Interim Dean, Music, Dance and Design, Hospitality and Applied Business
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Find out more at vcc.ca





Deleted: School of Health Sciences

Dental Technology

Program Content Guide

Effective Date: September 2014

Deleted: *Effective: June 2009*
Replaces: July 2007

=====Section Break (Next Page)=====

Deleted: Table Of Contents

¶
¶
Purpose 3¶
¶
Goals . 3¶
¶
Activities & Design 4¶
¶
Program Duration . 5¶
¶
Evaluation 5¶
¶
Credential5¶
¶
Entrance Requirements 5¶
¶
Recommended Characteristics . 6¶
¶
Cautions 6¶
¶
Additional Information . 6¶
¶
Course Credits 7¶
¶
Course Descriptions . 8¶
¶
Transcript of Achievement 13¶
¶
Letter Grades . 13¶
¶
Grade Point Average 14¶
¶
¶
¶

The Program Map on the next page is an old map and has been removed from the new Program Content Guide

Program Map

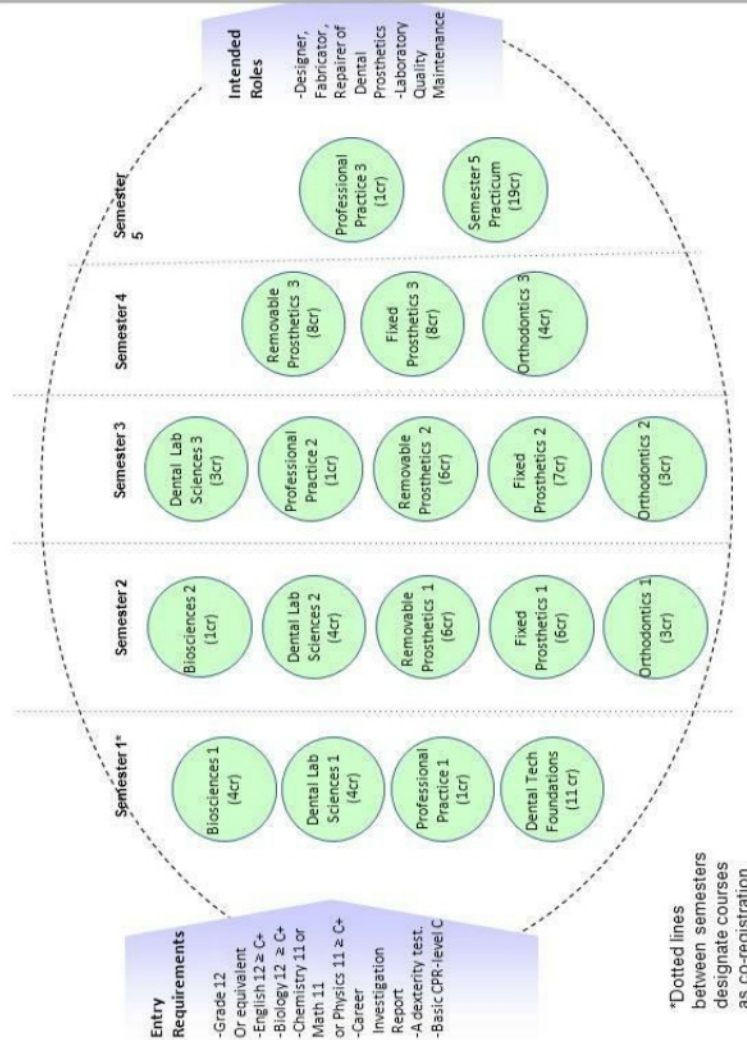
Vancouver Community College – (Dental Technology Diploma)

Program Values: learner-centered, professionalism, quality practice

Learning Outcomes

The graduate of the VCC Dental Technology program will have the skills and abilities to:

1. Design, fabricate, modify and repair removable oral/dental prostheses;
2. Design, fabricate, modify and repair fixed oral/dental prostheses;
3. Design, fabricate, modify and repair oral/dental appliances used in orthodontics, oral and maxillo-facial surgery and other dental treatments;
4. Integrate general knowledge of dental laboratory procedures, physics and chemistry principles, associated with the fabrication of oral appliances and dental restorations;
5. Assess the characteristics and properties of dental materials associated with the fabrication of oral appliances and dental restorations and make decisions about their appropriate application in practice;
6. Assess the characteristics and operation of equipment and special instrumentation associated with the fabrication of oral appliances and dental restorations and make decisions about their appropriate application in practice;
7. Assess the fundamental elements of dental anatomy, dental physiology and dental morphology and basic elements of oral pathological conditions and apply relevant knowledge to dental technology practice;
8. Practice current workplace health and safety standards including dental laboratory asepsis, and infection control;
9. Apply essential elements and skills of behavioural sciences and communications, professional ethics, legal obligations and business management to dental technology practice;
10. Make decisions that reflect critical thinking and problem solving, integrate pertinent theoretical knowledge and empirical data and information literacy skills to justify and/or revise services.



Purpose

Vancouver Community College (VCC) provides a two-year diploma in Dental Laboratory Technology.

Graduates acquire the specialized knowledge and competencies comprising the scope of dental technology practice. The VCC Dental Technology program is based on the College of Dental Technicians of BC (CDTBC) required standards of competency for entry to the Dental Technology profession.

The curriculum integrates the related knowledge that supports the professional, productive and skilled design, fabrication, modification and repair of removable and fixed dental prostheses and appliances used in orthodontics and oral and maxillo-facial surgery. Students learn many technical aspects within the scope of practice of the dental technology profession.

The VCC Dental Technology Diploma program leads to employment in, or ownership of, a dental laboratory. Graduates are eligible to write the licensing examinations according to the requirements of the CDTBC.

Program Learning Outcomes

The graduate of the VCC Dental Technology program will have the skills and abilities to:

1. Design, fabricate, modify and repair removable oral/dental prostheses;
2. Design, fabricate, modify and repair fixed oral/dental prostheses;
3. Design, fabricate, modify and repair oral/dental appliances used in orthodontics, oral and maxillo-facial surgery and other dental treatments;
4. Integrate general knowledge of dental laboratory procedures, physics and chemistry principles, associated with the fabrication of oral appliances and dental restorations;
5. Assess the characteristics and properties of dental materials associated with the fabrication of oral appliances and dental restorations and make decisions about their appropriate application in practice;
6. Assess the characteristics and operation of equipment and special instrumentation associated with the fabrication of oral appliances and dental restorations and make decisions about their appropriate application in practice;
7. Assess the fundamental elements of dental anatomy, dental physiology, dental morphology and basic elements of oral pathological conditions and apply relevant knowledge to dental technology practice;
8. Practice current workplace health and safety standards including dental laboratory asepsis, and infection control;
9. Apply essential elements and skills of behavioural sciences, communications, professional ethics, legal obligations and business management to dental technology practice;
10. Make decisions that reflect critical thinking and problem solving; integrate pertinent theoretical knowledge and empirical data and information literacy skills to justify and/or revise services.

Instructional Activities, Design and Delivery Mode

Field Code Changed

Deleted:

Deleted: diploma program leading to employment in, or ownership of, a dental laboratory and eligibility to write the licensing examinations as per the requirements of the College of Dental Technicians of BC. Graduates will have acquired the specialized knowledge, skills and attitudes comprising the scope of dental technology practice.

Deleted:

The Dental Technology program is based on the College of Dental Technicians of BC's Required Standards of Competencies for Entry to the Dental Technician Profession and the faculty's vision for dental technology education and practice.

The faculty is committed to providing the environment which encourages the development of critical thinking, time management and problem solving. Learning is facilitated through: the adult learning paradigm, a learner-centered approach, self and peer evaluation.

Goals

Deleted:

Graduates of this program will have acquired the knowledge, skills and attitudes to reliably demonstrate the ability to:

- Apply provincial and national codes of conduct when providing dental technology services;
- Develop a well managed business practice within dental laboratory settings and the community;
- Use strategies for systematic enquiry to justify and/or revise dental technology services.

Deleted: According to prescription: design, fabricate, modify and repair fixed prostheses, removable complete and partial dentures and appliances for orthodontics, oral maxillo-facial surgery and other specialties.

Deleted: Take responsibility for decisions and actions pertaining to dental technology services.

- Carry out all duties in an ethical and professional manner.

Deleted: Activities & Design

The Dental Technology program is competency based and utilizes a variety of teaching and learning activities to enable students to achieve core professional competencies. Theory and authentic laboratory practical experiences are provided throughout. More than 50% of the program is based on practical experience in VCC dental laboratories. Skills and abilities are based on the National Dental Laboratory Technology competencies (May 2012) and Provincial Standards of Practice. Learning is fostered through classroom theory (lecture), demonstrations, simulations, seminars, group work, case studies, project work, laboratory practice and practicum.

Throughout the program communication and other interpersonal skills, teamwork strategies, self and peer evaluation, critical thinking, decision-making and problem solving are reinforced. Quality practice skills are learned such as time and self-management.

Field Code Changed

Deleted: The Dental Technology Program is based on the integration of provincial standards with the education model of assessment, planning, implementation and evaluation. These components are interdependent and integrated throughout the education and practice of a dental technician.¶

¶ The curriculum of the program identifies the related knowledge to support the scope of practice and philosophy of the dental technology profession.¶

¶ There is a heavy focus on the basic sciences, behavioural sciences and dental laboratory sciences in semester one. Semesters two and three build upon the knowledge and skills which enhances the advanced laboratory skills and business management practice in semester four.¶

¶ Learning is fostered through seminars, lectures, group work, guided independent study and laboratory practice sessions.¶

¶ Throughout the program communication skills, teamwork strategies, self and peer evaluation, critical thinking, time management and problem solving will be developed and implemented.¶

¶

Evaluation of Student Learning

Evaluation includes written examinations, case studies, projects and presentations, demonstration of laboratory competencies and laboratory assignments and evaluations. Students self-evaluate all lab work prior to instructor evaluation. Professional conduct, communication skills and quality management are integral to laboratory evaluations. Laboratory abilities are assessed using Objective, Structured Clinical Evaluations (OSCEs). Students will leave the program with a career portfolio to assist with employment. Students are required to achieve a minimum of a C+ (64%) in all courses. Laboratory project work must be Satisfactory on the OSCEs.

Field Code Changed

Duration of the Program

This is a two year diploma program with five semesters (24 months). Four semesters are offered onsite at VCC and most of semester five is offered as a practicum in full service dental laboratories.

Deleted: Program

Deleted: is a two year program offered from September to June (10 months) in each year providing a total of 20 months of study.

Field Code Changed

Credential

Dental Technology Diploma

Admission Requirements

Admission to the Dental Technology Program is on a competitive selection basis. Admission is every other "even-numbered" year (i.e. 2014, 2016.) Applicants must possess:
Applicants must possess:

Grade 12 or equivalent:

- English 12 with a C+ or better or equivalent
- Human Biology 12 C+ or better or equivalent
- Chemistry 11 or Math 11 or Physics 11 C+ or better or equivalent
- Complete and submit to VCC Registrar's Office a Career Investigation and Summary Report

Foreign trained applicants are required to submit an ICES comprehensive evaluation. Email ICES at icesinfo@bcit.ca or call toll free 1.866.434.9197 for more information.

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- Grade 12 or equivalent

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¶ The evaluation of course work includes written examinations, projects, presentations, demonstration of laboratory competencies and laboratory assignments and evaluations. The specific evaluation methods for each course are dependent upon the course materials, content and course length. Students will be expected to self-evaluate all lab work prior to instructor evaluation. Professional conduct, communication skills, time management and problem solving will be an integral part of all laboratory evaluations. All evaluations will be consistent with the College and Department grading policies.¶

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¶ Students receive a VCC Diploma upon successful completion of the program.¶

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- English 12 with a C + or better or equivalent
- Human Biology 12 with a C+ or better or equivalent
- Chemistry 11 or Math 11 or Physics 11 with C+ or better or equivalent
- Complete and submit to VCC Registrar's Office a Career Investigation and Summary Report

Foreign trained applicants are required to submit an ICES comprehensive evaluation. Email ICES at icesinfo@bcit.ca or call toll free 1.866.434.9197 for more information.

Selection Process

- All qualified candidates who meet the admissions requirements by the deadline of April 30th will take the dexterity and aptitude tests that are scheduled in April and May.
- The eighteen qualified applicants with the highest scores in the tests are offered seats.

Upon acceptance applicants must provide evidence of:

- Basic First Aid and CPR-Level C training

All requests for transfer credits or course exemptions for all courses in the program must be submitted with application to the program. View the Request for Transfer Credit form at <http://www.vcc.ca/deptUploads/RequestForTransferCredit.pdf>

Prior Learning Assessment & Recognition (PLAR)

None available

Recommended Characteristics

- Good health including good eyesight, hearing.
- Manual dexterity, and hand-eye coordination.
- Ability to give close attention to detail for sustained periods of time.
- Ability to work accurately and neatly, and to manage time effectively.
- Good command of spoken and written English
- High standards of personal integrity and maturity.
- Ability to take initiative and handle responsibility.

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¶ Applicants with top academic scores will be offered a dexterity test. The score of this test added to the academic score will determine the top applicants to the program. Once a seat has been offered in the program candidates must complete a valid first aid certificate that includes Basic CPR training. This certificate must be maintained throughout the two year program.¶

¶ Please note that Communication 12 and Technical and Professional Communication 12 do not meet the English prerequisite requirement.¶

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¶ Applicants with back, hand or shoulder problems may be affected by the physical demands of the profession.¶

¶ Prospective students with respiratory problems may be affected by dust from grinding and polishing and odours and fumes from material used.¶

¶ Those with sensitive skin and conditions such as sensitivity to latex may also be affected by some materials used in dental laboratory practice.¶

¶ **Additional Information¶**

¶ **Counselling Departments¶**

¶ **Downtown Campus¶**
250 West Pender Street¶
Vancouver, BC ¶
V6B 1S9¶
Tel: 604-443-8453¶
Fax: 604-443-8351 ...

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Course Credits

	<u>Course #</u>	<u>Course Name</u>	<u>Credits</u>
<u>Semester 1</u>	<u>DENT 1110</u>	<u>Biosciences 1</u>	<u>4.0</u>
	<u>DENT 1120</u>	<u>Dental Laboratory Sciences 1</u>	<u>4.0</u>
	<u>DENT 1130</u>	<u>Professional Practice 1</u>	<u>1.0</u>
	<u>DENT 1100</u>	<u>Dental Technology Foundations</u>	<u>11.0</u>
<u>Semester 2</u>	<u>DENT 1210</u>	<u>Biosciences 2</u>	<u>1.0</u>
	<u>DENT 1220</u>	<u>Dental Laboratory Sciences 2</u>	<u>4.0</u>
	<u>DENT 1240</u>	<u>Removable Prosthetics 1</u>	<u>6.0</u>
	<u>DENT 1250</u>	<u>Fixed Prosthetics 1</u>	<u>6.0</u>
	<u>DENT 1260</u>	<u>Orthodontics 1</u>	<u>3.0</u>
<u>Semester 3</u>	<u>DENT 2320</u>	<u>Dental Laboratory Sciences 3</u>	<u>3.0</u>
	<u>DENT 2330</u>	<u>Professional Practice 2</u>	<u>1.0</u>
	<u>DENT 2340</u>	<u>Removable Prosthetics 2</u>	<u>6.0</u>
	<u>DENT 2350</u>	<u>Fixed Prosthetics 2</u>	<u>7.0</u>
	<u>DENT 2360</u>	<u>Orthodontics 2</u>	<u>3.0</u>
<u>Semester 4</u>	<u>DENT 2440</u>	<u>Removable Prosthetics 3</u>	<u>8.0</u>
	<u>DENT 2450</u>	<u>Fixed Prosthetics 3</u>	<u>8.0</u>
	<u>DENT 2460</u>	<u>Orthodontics 3</u>	<u>4.0</u>
<u>Semester 5</u>	<u>DENT 2530</u>	<u>Professional Practice 3</u>	<u>1.0</u>
	<u>DENT 2510</u>	<u>Dental Technology Practicum</u>	<u>19.0</u>
	<u>Program Total Credits:</u>		<u>100.0</u>

This guide is intended as a general guideline only. The college reserves the right to make changes as appropriate.

Deleted: Course Credits¶

<u>Course#</u>	<u>Course Name</u>	<u>Credits¶</u>
<u>Semester One¶</u>		
1866	Anatomy & Physiology	1.0¶
1867	Professionalism 1	1.0¶
1868	Health & Safety	1.0¶
1869	Dental Anatomy and Morphology*	3.0¶
1870	Introduction to Complete Dentures*	5.5¶
1871	Introduction to Partial Dentures*	4.5¶
1872	Introduction to Orthodontics*	4.0¶
		<u>20.0¶</u>
<u>Semester Two¶</u>		
2000	Dental Laboratory Science	0.5¶
2001	Fundamentals of Oral Pathology	0.5¶
2002	Complete Dentures 1*	4.0¶
2003	Partial Dentures 1*	4.0¶
2004	Orthodontics 1*	4.0¶
2005	Introduction to Fixed Prosthodontics*	6.0¶
2006	Practicum 1 – Dental Technology	1.0¶
		<u>20.0¶</u>
<u>Semester Three¶</u>		
3000	Professionalism 2	0.5¶
3001	Complete Dentures 2*	3.5¶
3002	Partial Dentures 2*	4.5¶
3003	Orthodontics 2*	4.0¶
3004	Fixed Prosthodontics 1*	7.5¶
		<u>20.0¶</u>
<u>Semester Four¶</u>		
4000	Business Management	1.5¶
4001	Complete Dentures 3*	3.0¶
4002	Partial Dentures 3*	3.0¶
4003	Orthodontics 3*	3.0¶
4004	Fixed Prosthodontics 2*	6.5¶
4005	Practicum 2 – Dental Technology	3.0¶
		<u>20.0¶</u>
<u>Program Total:</u>		<u>80.0 Credits</u>

Course Descriptions			Deleted: Course Descriptions¶		
Semester 1			¶ Semester One¶		
DENT 1110	Biosciences 1 This course reviews anatomical features, structure and function of the human body with an emphasis on the head and neck area. Students learn basic dental terminology, annotation and anatomy; the theory and practical application related to the development and eruption of teeth and anatomical and morphological features of both the deciduous and permanent dentitions. Hard and soft tissue histology in the head and neck is introduced.	4.0	¶ 1866 Anatomy and Physiology 1.0 credit¶ To provide a science based foundation for Dental Technology and Denturist Practice. This course introduces the student to the specifics related to basic structure and function of the human body and the anatomical features and hard and soft tissues of the head and neck.¶		
DENT 1120	Dental Laboratory Sciences 1 This course reviews basic concepts and introduces new concepts of chemistry, microbiology and physics as they pertain to dental laboratory technology techniques, materials, instruments and equipment. Students will learn key health and safety and quality management skills. Students will learn about hygiene and health promotion to avoid infection and cross-contamination in a dental laboratory environment.	4.0	¶ 1867 Professionalism 1 1.0 credit¶ This course discusses the professions within dentistry, including ethics, jurisprudence and regulation. Information also includes the principles of interpersonal communication as well as written and oral communication styles. Problem solving, time management and self evaluation strategies are also introduced. Strategies for enhancing learning while a student are also explored.¶		
DENT 1130	Professional Practice 1 This course introduces students to the ethics, jurisprudence, regulation and scope of the various professions in dentistry. Students will learn interpersonal skills including teamwork and inter-professional collaboration, written, visual and oral communications and principles of critical thinking, problem-solving, self and peer evaluation and decision-making. Students are introduced to information literacy and research skills, principles of professionalism, self-management, learning styles and study abilities.	1.0	¶ 1868 Health and Safety 1.0 credit¶ This theory course is designed to address the personal and professional issues regarding health and safety for students working in the laboratory environment. Basic laboratory hygiene, infection control, WHMIS, equipment, and tool/chemical use and maintenance is an integral part of this course. Personal health, safety and wellness are topics designed to assist all health care workers in their particular environment.¶		
DENT 1100	Dental Technology Foundations In this course students will learn the foundational knowledge, laboratory skills and techniques required to support the design and fabrication of single metal fixed restorations, removable partial and complete dentures, and simple fixed and removable orthodontic appliances.	11.0	¶ 1869 Dental Anatomy and Morphology 3.0 credits¶ Basic dental terminology, annotation and anatomy provide the basis of the knowledge within this course. This course also provides the theory and practical application related to the development and eruption of teeth and the anatomical features of both the deciduous and permanent dentition.¶		
Semester 2			¶ 1870 Introduction to Complete Dentures 5.5 credits¶		
DENT 1210	Biosciences 2 This course is designed to build on pre-learned oral histology and introduce principles of oral pathology. This will include decision-making about the relevance of clinical signs and symptoms and underlying cellular changes with an emphasis on pathologies of the orofacial region. Students will problem solve Temporomandibular Joint (TMJ) dysfunction and occlusal disorders as they apply to the design, fabrication, modification and repair of oral prostheses.	1.0			
DENT 1220	Dental Laboratory Sciences 2 This course builds on information introduced in courses in Semester One. It focuses on occlusion, Temporomandibular Joint (TMJ) and occlusal function and dysfunction related to dental appliance design and fabrication. This	4.0			

course also introduces students to basic concepts of Dental Computer Assisted Design and Milling techniques (CAD-CAM) and implant technique, materials, instruments, equipment and technology. Students will utilize CAD technology to design simple fixed and removable dental appliances as prescribed.

<u>DENT 1240</u>	<u>Removable Prosthetics 1</u> This theory and practice course builds on the knowledge, skills and techniques introduced in Dental Foundations in Semester One. The focus of this course is on removable prosthetic maintenance and the role of the dental technician as it relates to the oral health of the patient receiving a prosthetic. Included are laboratory skills of fabricating a complete denture, wrought wire, acrylic removable partial dentures and cast metal removable partial dentures; polishing and finishing complete and partial dentures and modifying, repairing, relining and rebasing removable prosthetics. Students are assessed to level 1 production proficiency standards.	<u>6.0</u>
<u>DENT 1250</u>	<u>Fixed Prosthetics 1</u> As a continuation of the knowledge, skills and techniques introduced in Dental Foundations in Semester One, students will fabricate single unit metal restorations as prescribed. Students are introduced to dental ceramics including the characteristics and composition of porcelain, aesthetics, colour and shading, and the manipulation and firing of porcelain. Fabrication of single unit ceramo-metal restorations and the correction of dental porcelain and metal defects and faults are practiced. This course expands upon the theory base of the previous semester and will enhance the students' ability to design, fabricate, modify and repair, critique and self-evaluate their dental prostheses. Students are assessed to level 1 production proficiency standards.	<u>6.0</u>
<u>DENT 1260</u>	<u>Orthodontics 1</u> The theoretical knowledge and supportive laboratory skills related to the fabrication of simple fixed and removable orthodontic appliances, and their repair, will be introduced and practiced. The fabrication of removable Hawley retainers, removable appliances with bite planes, fixed unilateral space maintainers, bilateral space maintainers, night guards, bleaching trays, Essix retainers and simple repairs of orthodontic appliances are the foundation of the theory and applied laboratory practice of this course. Students are assessed to level 1 production proficiency standards.	<u>3.0</u>
<u>Semester 3</u>		
<u>DENT 2320</u>	<u>Dental Laboratory Sciences 3</u> This course introduces students to advanced concepts of CAD-CAM and dental implant design, fabrication, modification and repair techniques, materials, instruments, equipment and technology. Students will use CAD-CAM technology to design and fabricate complex implant fixed and removable dental appliances.	<u>3.0</u>
<u>DENT 2330</u>	<u>Professional Practice 2</u> This course reviews, emphasizes and advances quality management skills	<u>1.0</u>

including time and self-management and professional ethics. Students are introduced to the basic concepts of dental laboratory terms and conditions of employment, self-employment and business management (including profit and loss assessments, productivity and a method for costing production and legal obligations). Students explore personal and market factors that affect a successful dental laboratory business. They will incorporate and present the components of a business plan into a case presentation. Employee management and interpersonal relationships and skills are further emphasized and practiced through role play. Students apply information relating to Dental Laboratory ownership and current professional issues through active participation in classes and seminars

<u>DENT 2340</u>	<u>Removable Prosthetics 2</u> In this course students will fabricate various types of partial dentures, including those that are implant-supported. Cases will include removable partial and full dentures, cast metal partial dentures as prescribed to a given variety of situations and degrees of difficulty. Maxillofacial prostheses will also be discussed, including the fabrication of an obturator prosthesis. Students are assessed to level 2 production proficiency standards.	<u>6.0</u>
<u>DENT 2350</u>	<u>Fixed Prosthetics 2</u> This theory and laboratory course expands upon information and techniques for the design and fabrication of multiple unit fixed restorations. Students learn to fabricate various types of metal, ceramo-metal and all ceramic, porcelain, composite crowns and bridges. Students apply more advanced prosthodontic techniques for implant and dental fixed prosthesis, including computer assisted design and milling techniques that build on those learned in previous semesters. Dentists' prescriptions are followed. Students are assessed to level 2 production proficiency standards.	<u>7.0</u>
<u>DENT 2360</u>	<u>Orthodontics 2</u> As a continuation of Introduction to Orthodontics and Orthodontics 1, students will fabricate complex fixed and removable orthodontic appliances as prescribed. This course expands upon the theory base of the previous semesters and will enhance the students' ability to design appliances, problem-solve and self-evaluate. Maintenance of the previously achieved orthodontic competencies will be expected. Students are assessed to level 2 production proficiency standards.	<u>3.0</u>
<u>Semester 4</u>		
<u>DENT 2440</u>	<u>Removable Prosthetics 3</u> In this course, students will produce removable partial dentures with attachments and the repair, reline, rebase and extension of partial dentures. Pre-learned material is independently reviewed, studied and formally assessed through a written theory examination that supports success in practicum and on written licensing examinations after graduation.	<u>8.0</u>
<u>DENT 2450</u>	<u>Fixed Prosthetics 3</u> This theory and laboratory course expands upon information and techniques for the design, fabrication, modification and repair of multiple unit restorations and complex prosthetics. Students learn to fabricate various types of	<u>8.0</u>

cosmetic, metal, ceramo-metal and ceramic, porcelain, composite crowns and bridges. Students apply advanced aesthetic, prosthodontic techniques including implant-retained prosthetics. Computer assisted design and milling (CAD-CAM) techniques are applied to the fabrication of multiple unit fixed prosthesis. Dentists' prescriptions are followed.

DENT 2460 **Orthodontics 3** **4.0**

This course expands upon the orthodontic theory and laboratory skills from the past three semesters. While expected to maintain the previously achieved orthodontic competencies, students will design, fabricate, problem solve and self-evaluate additional complex fixed and removable orthodontic appliances. Pre-learned material is independently reviewed, studied and formally assessed through a written theory examination that supports success in practicum and on written licensing examinations after graduation.

Semester 5

DENT 2530 **Professional Practice 3** **1.0**

Students review and practice self and peer evaluation, critical thinking, decision-making, problem solving and business practices in relation to practicum placements and career search skills. Students use journaling techniques to document practicum experiences and create artefacts for professional career portfolios. Learners will develop and maintain portfolios with artefacts as evidence of attainment of core competencies during the practicum. Interviewing and interpersonal skills are rehearsed through role play activities. Pre-learned material is independently reviewed, studied and formally assessed through a written jurisprudence examination that supports success in practicum and on written licensing examinations after graduation. Online forums assist students in linking with Dental Technology faculty, specialists and student colleagues regarding dental laboratory technology topics and issues.

DENT 2510 **Dental Technology Practicum** **19.0**

This course involves placement and practical experience in an accredited dental laboratory supervised and assessed by Registered Dental Technology (RDT) employers trained as VCC preceptors. Students work on real cases that involve the design, fabrication, modification and repair of Fixed Prosthetics (Ceramic, Composite and Metal); Full and Partial Removable Prosthetics and Orthodontic Appliances. Students will improve skills and productivity abilities. Students will gain practical experience in Computer-Assisted Design and Milling Technology (CAD-CAM) in all specialty areas and have the opportunity to be clinically evaluated by VCC faculty in preparation for the RDT Practical Licensing examinations after graduation. Students will be assessed to entry to practice competency and productivity levels.

Total 100 credits

Transcript of Achievement

An evaluation of the learning outcomes of each student is prepared by the instructor. This evaluation includes assignments, presentations, projects, theory exams and/or practical experiences and exams.

All evaluations at completion of semesters are reported to the Student Records Department. The transcript is organized to show a letter grade for each course. The grade point equivalent for a course is obtained from the letter grades as follows:

Field Code Changed

Deleted: is by a combination of assignments, presentations, projects, theory exams and/or practical exams.¶

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Letter Grades

Letter Grade	Description	Grade Point Average
A+	Distinguished	4.33
A		4.00
A-		3.67
B+	Above Average	3.33
B		3.00
B-		2.67
C+	Average	2.33
C		2.00
C-		1.67
D	Minimum pass. May not proceed to next level.	1.00
F	Failing grade	0.00
N	Ceased to attend and did not complete requirements.	0.00
S	Satisfactory. In accordance with departmental evaluation procedures.	N/A
U	Unsatisfactory. In accordance with departmental evaluation procedures.	N/A
W	Official withdrawal	N/A
R	Audit. No credit	N/A
EX	Exempt. Credit granted	N/A
I	Incomplete. Contract agreement for extra time. Recorded as "F" if not fulfilled	N/A
IP	In progress	N/A
@	Non-payment of fees	N/A
RW	Required to withdraw	N/A
NA	No grade available at time of printing	N/A
ANC	Anecdotal evaluation	N/A
TC	Transfer credit	N/A

Grade Point Average

A student is required to maintain a cumulative grade point average (GPA) of 2.33 or greater ***in each course*** to continue in a program. The GPA is computed at the end of each level of the program.

1. The course grade points shall be calculated as the product of the course credit value and the grade value.
2. The GPA shall be calculated by dividing the total number of achieved course grade points by the total number of assigned course credit values. This cumulative GPA shall be determined and stated on the Transcript at the end of each Program level or semester.
3. Grades shall be assigned to repeated courses in the same manner as courses taken only once. For the purpose of GPA calculation of grades for repeated courses, they will be included in the calculation of the cumulative GPA.



CURRICULUM CHANGES: Dental Technology Diploma

**Vancouver Community College
School of Health Sciences**

**Dental Technology Diploma
Major Curriculum Change**



CURRICULUM CHANGES: Dental Technology Diploma

Introduction: The Dental Technology program at Vancouver Community College (VCC) has gone through a program review and renewal process resulting in a new curriculum. Although there are only minor changes to the program admission requirements, other changes are substantive as outlined in this document.

Comparison of Old and New Curriculum:

This first table shows the changes were made to the Admission Requirements.

Table 1: Admission Requirements

Current Entrance Requirements (2013 curriculum)	New pre-requisites: Admission Requirements: (New 2015 curriculum)
<p>Admission to the Dental Technology Program is on a competitive selection basis. Applicants must possess:</p> <ul style="list-style-type: none">• Grade 12 graduation including:• Proof of School of Health Science English Language proficiency<ul style="list-style-type: none">- Human Biology 12 C+ or better- Chemistry 11 or Physics 11 C+ or better• Career Investigation Report <p>Applicants with top academic scores will be offered a dexterity test. The score of this test added to the academic score will determine the top applicants to the program.</p>	<p>Admission to the Dental Technology Program is on a competitive selection basis. Applicants must possess Grade 12 graduation (GED) including:</p> <ul style="list-style-type: none">• Proof of School of Health Science English Language proficiency• English 12 with C+ or better• Human Biology 12 with C+ or better• Chemistry 11 or Math 11 or Physics 11 with C+ or better• Career Investigation Report <p>Applicants with top academic scores will be offered a dexterity test. The score of this test added to the academic score will determine the top applicants to the program.</p>

CURRICULUM CHANGES: Dental Technology Diploma

Table 2 provides a comparison of the current and new program learning outcomes.

Table 2: Comparison of Program Learning Outcomes (old and new)

<p>Current Learning Outcomes expressed as Program Goals: Graduates of this program will have acquired the knowledge, skills and attitudes to reliably demonstrate the ability to:</p> <ol style="list-style-type: none"> 1. Apply provincial and national codes of conduct when providing dental technology services. 2. Develop a well-managed business practice within dental laboratory settings and the community. 3. Use strategies for systematic enquiry to justify and/or revise dental technology services. 4. Make decisions regarding dental technology services that reflect critical thinking, time management and problem solving. 5. Integrate pertinent theoretical knowledge of anatomy, physiology, morphology and pathology into the provision of dental technology practice. 6. Integrate principles of physics, chemistry, general science and properties of materials associated with the fabrication of dental prosthetic devices and appliances. 7. According to prescription: design, fabricate, modify and repair fixed prostheses, removable complete and partial dentures and appliances for orthodontics, oral maxillo-facial surgery and other specialties. 8. Operate and maintain dental laboratory equipment in accordance with standard safety and maintenance procedures, WHMIS and infection control protocol. 9. Produce clear and accurate written and oral communications for the public and other professionals regarding dental technology issues and services. 10. Take responsibility for decisions and actions pertaining to dental technology services. 11. Carry out all duties in an ethical and professional manner. 12. Demonstrate a commitment to quality dental technology service through self-evaluation and lifelong learning. 	<p>Program Learning Outcomes : New learning outcomes based upon professional core competencies: Graduates of the VCC Dental Technology program will have the skills and abilities to:</p> <ol style="list-style-type: none"> 1. Design , fabricate, modify and repair removable oral/dental prostheses; 2. Design, fabricate, modify and repair fixed oral/dental prostheses; 3. Design, fabricate, modify and repair oral/dental appliances used in orthodontics, oral and maxillo-facial surgery and other dental treatments; 4. Integrate general knowledge of dental laboratory procedures, physics and chemistry principles, associated with the fabrication of oral appliances and dental restorations; 5. Assess the characteristics and properties of dental materials associated with the fabrication of oral appliances and dental restorations and make decisions about their appropriate application in practice; 6. Assess the characteristics and operation of equipment and special instrumentation associated with the fabrication of oral appliances and dental restorations and make decisions about their appropriate application in practice; 7. Assess the fundamental elements of dental anatomy, dental physiology, dental morphology and basic elements of oral pathological conditions and apply relevant knowledge to dental technology practice; 8. Practice to current workplace health and safety standards including dental laboratory asepsis, and infection control; 9. Apply essential elements and skills of behavioural sciences, communications, professional ethics, legal obligations and business management to dental technology practice; 10. Make decisions that reflect critical thinking and problem solving; integrate pertinent theoretical knowledge and empirical data and information literacy skills to justify and/or revise services.
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CURRICULUM CHANGES: Dental Technology Diploma

This next table compares the course names and credits of the current and new program. Changes are identified in red.

Table 3: Dental Technology Curriculum Comparison Current and New Course Names and Credits.

Existing Dental Technology Curriculum-2013	New Dental Technology Curriculum-2015
<i>Course#, Name, Credits</i>	<i>Course, Name, Credits</i>
Semester One	
1866 Anatomy & Physiology (1.0)	(DT1110) Biosciences 1-(4cr)
1869 Dental Anatomy and Morphology (3.0)	<i>(DT1110) Biosciences 1-(4cr)</i>
1868 Health & Safety (1.0)	(DT1120) Dental Laboratory Sciences 1 (4cr)
1867 Professionalism 1 (1.0)	(DT1130) Professional Practice 1 (1 cr)
1870 Introduction to Complete Dentures (5.5)	(DT1100) Dental Technology Foundations (11cr)
1871 Introduction to Partial Dentures (4.5)	<i>(DT1100) Dental Technology Foundations (11cr)</i>
1872 Introduction to Orthodontics (4.0)	<i>(DT1100) Dental Technology Foundations (11cr)</i>
2005 Introduction to Fixed Prosthodontics (6.0 cr)	<i>(DT1100) Dental Technology Foundations (11cr)</i>
20.0	20.0
Semester Two	
2001 Fundamentals of Oral Pathology (0.5)	(DT1210) Biosciences 2 (1cr)
2000 Dental Laboratory Science (0.5)	(DT1220) Dental Laboratory Sciences 2 (4cr)
2002 Complete Dentures 1 (4.0)	(DT1240) Removable Prosthetics 1 (6cr)
2003 Partial Dentures 1 (4.0)	<i>(DT1240) Removable Prosthetics 1(6cr)</i>
3004 Fixed Prosthodontics 1 (7.5)	(DT1250) Fixed Prosthetics 1 (6cr)
2004 Orthodontics 1 (4.0)	(DT1260) Orthodontics 1 (3cr)
<i>2005 Introduction to Fixed Prosthodontics (6.0) moved to semester 1-Dent Tech Foundations</i>	
2006 Practicum 1 – Dental Technology (1.0) <i>Moved to semester 5 Practicum</i>	
20.0	20.0
Semester Three	
	(DT2320) Dental Laboratory Sciences 3 (3cr) <i>New course</i>

CURRICULUM CHANGES: Dental Technology Diploma

4000 Business Management (1.5)	(DT2330) Professional Practice 2 (1cr)
<i>3000 Professionalism 2 (0.5) moved to semester 5</i>	
3001 Complete Dentures 2 (3.5)	(DT2340) Removable Prosthetics 2 (6cr)
3002 Partial Dentures 2 (4.5)	<i>(DT2340) Removable Prosthetics 2 (6cr)</i>
4004 Fixed Prosthodontics 2 (6.5)	(DT2350) Fixed Prosthetics 2 (7cr)
3003 Orthodontics 2 (4.0)	(DT2360) Orthodontics 2 (3cr)
<i>3004 Fixed Prosthodontics 1 (7.5) moved to semester 2</i>	
20.0	20.0
Semester Four	
<i>4000 Business Management (1.5)</i>	<i>Topics moved to Semester 3 -Professional Practice 2</i>
4001 Complete Dentures 3 (3.0)	(DT2440) Removable Prosthetics 3 (8cr)
4002 Partial Dentures 3 (3.0)	<i>(DT2440) Removable Prosthetics 3 (8cr)</i>
	(DT2450) Fixed Prosthetics 3 (8cr) <i>New course</i>
4003 Orthodontics 3 (3.0)	(DT2460) Orthodontics 3 (4cr)
<i>4004 Fixed Prosthodontics 2 (6.5) Moved to semester 3</i>	
4005 Practicum 2 – Dental Technology (3.0) <i>Moved to semester 5 practicum</i>	
20.0	20.0
Program Total: 80.0 Credits	
	New Semester Five (20.0cr) ****
3000 Professionalism 2 (0.5)	(DT2530) Professional Practice 3 (1cr)
<i>2006 Practicum 1 – Dental Technology (1.0)</i>	(DT2510) Dental Technology Practicum (19cr)
<i>4005 Practicum 2 – Dental Technology (3.0)</i>	
	Program Total: 100.0 Credits

CURRICULUM CHANGES: Dental Technology Diploma

The chart below outlines the changes in the courses. It compares the current wording in the Program Content Guide and Course Outlines to the new or proposed wording, and also references any changes to course names and/or numbers.

Table 4: Comparison of old and new courses

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
Semester One			
Anatomy and Physiology (1.0 cr)	1866	To provide a science based foundation for Dental Technology and Denturist Practice. This course introduces the student to the specifics related to basic structure and function of the human body and the anatomical features and hard and soft tissues of the head and neck.	<i>Biosciences 1 (DT1110) (4.0cr)</i> <i>This course reviews anatomical features, structure and function of the human body with an emphasis on the head and neck area. Students learn basic dental terminology, annotation and anatomy; the theory and practical application related to the development and eruption of teeth and anatomical and morphological features of both the deciduous and permanent dentitions. Hard and soft tissue histology in the head and neck is introduced.</i>
Dental Anatomy and Morphology (3.0 cr)	1869	Basic dental terminology, annotation and anatomy provide the basis of the knowledge within this course. This course also provides the theory and practical application related to the development and eruption of teeth and the anatomical features of both the deciduous and permanent dentition.	<i>Biosciences 1(DT1110) (4.0cr)</i> <i>This course reviews anatomical features, structure and function of the human body with an emphasis on the head and neck area. Students learn basic dental terminology, annotation and anatomy; the theory and practical application related to the development and eruption of teeth and anatomical and morphological features of both the deciduous and permanent dentitions. Hard and soft tissue histology in the head and neck is introduced.</i>
Health and Safety (1.0 cr)	1868	This theory course is designed to address the personal and professional issues regarding health and safety for students working in the laboratory environment. Basic laboratory hygiene, infection control, WHMIS, equipment,	<i>Dental Laboratory Sciences 1 (DT1120) (4.0cr)</i> <i>This course reviews basic concepts and introduces new concepts of chemistry, microbiology and physics as they pertain to dental laboratory technology techniques, materials, instruments and equipment. Students will learn key health and safety and quality management skills.</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		and tool/chemical use and maintenance are an integral part of this course. Personal health, safety and wellness are topics designed to assist all health care workers in their particular environment.	<i>Students will learn about hygiene and health promotion to avoid infection and cross-contamination in a dental laboratory environment.</i>
Professionalism 1 (1.0 cr)	1867	This course discusses the professions within dentistry, including ethics, jurisprudence and regulation. Information also includes the principles of interpersonal communication as well as written and oral communication styles. Problem solving, time management and self-evaluation strategies are also introduced. Strategies for enhancing learning while a student are also explored.	Professional Practice 1 (DT1130) (1.0 cr) This course introduces students to the ethics, jurisprudence, regulation and scope of the various professions in dentistry. Students will learn interpersonal skills including teamwork and inter-professional collaboration, written, visual and oral communications and <i>principles of critical thinking</i> , problem-solving, self and peer evaluation <i>and decision-making</i> . <i>Students are introduced to information literacy and research skills, principles of professionalism, self-management, learning styles and study abilities.</i>
Introduction to Complete Dentures (5.5 cr)	1870	Foundation knowledge and supportive dental laboratory skills related to the fabrication of complete dentures will be introduced and practiced. The knowledge, skills and attitudes that are required during dental technology practice of: preparing and producing working casts, model duplication, fabrication of custom trays, baseplates and occlusion rims, use of central bearing devices, setting up articulators as well as the selection of moulds and	Dental Technology Foundations (DT1100) (11.0 cr) <i>In this course students will learn the foundation knowledge, laboratory skills and techniques required to support the design and fabrication of single metal fixed restorations, removable partial and complete dentures, and simple fixed and removable orthodontic appliances.</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		shades are the foundation of the theory and applied laboratory practice of this course.	
Introduction to Partial Dentures (4.5 cr)	1871	Foundation knowledge and supportive dental laboratory skills related to the fabrication of removable partial dentures will be introduced and practiced. The knowledge, skills and attitudes that are required for dental laboratory practice of: preparing and producing working casts, model duplication, fabrication of custom trays, baseplates and occlusion rims, used of central bearing devices, setting up articulator, creating clasps, as well as the selection of moulds and shades are the foundation of the theory and applied laboratory practice of this course. Students will also fabricate simple removable partial dentures.	<i>Dental Technology Foundations (DT1100) (11.0 cr)</i> <i>In this course students will learn the foundation knowledge and laboratory skills and techniques required to support the design and fabrication of single metal fixed restorations, removable partial and complete dentures, and simple fixed and removable orthodontic appliances.</i>
Introduction to Orthodontics (4.0 cr)	1872	This theory and laboratory course provides an introduction to skeletal and occlusal abnormalities and principles for orthodontic correction, as well as to the basic laboratory procedures relating to the fabrication of orthodontic study models, bending wires, clasps and bows as well as	<i>Dental Technology Foundations (DT1100) (11.0 cr)</i> <i>In this course students will learn the foundation knowledge and laboratory skills and techniques required to support the design and fabrication of single metal fixed restorations, removable partial and complete dentures, and simple fixed and removable orthodontic appliances.</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		specific simple fixed and removable orthodontic appliances.	
Introduction to Fixed Prosthodontics (6cr)	2005- moved from semester two	Foundation knowledge and supportive laboratory skills related to the fabrication of single unit metal restorations is introduced and practiced. The knowledge, skills and attitudes that are required during dental technology practice of: preparing and trimming master casts, producing custom trays, articulating casts using semi-adjustable articulators, fabrication of single unit metal restorations, and the repair of restorations are the foundation of the theory and applied laboratory practice of this course.	<i>Dental Technology Foundations (DT1100) (11.0 cr)</i> <i>In this course students will learn the foundation knowledge and laboratory skills and techniques required to support the design and fabrication of single metal fixed restorations, removable partial and complete dentures, and simple fixed and removable orthodontic appliances.</i>
Semester Two			
Fundamentals of Oral Pathology (0.5 cr)	2001	This course is designed to introduce the students to the general principles of pathology. This will include the clinical signs and symptoms and the underlying cellular changes. Particular emphasis will be placed on pathologies of the orofacial region.	<i>Biosciences 2 (DT1210) (1.0 cr)</i> <i>This course is designed to build on pre-learned oral histology and introduce principles of oral pathology. This will include decision-making about the relevance of clinical signs and symptoms and underlying cellular changes with an emphasis on pathologies of the orofacial region. Students will problem solve Temporomandibular Joint (TMJ) dysfunction and occlusal disorders as they apply to the design, fabrication, modification and repair of oral prostheses.</i>
Dental Laboratory Science	2000	To expand the science base of Dental Technology practice and to provide the student with information about oral	<i>Dental Laboratory Sciences 2 (DT1220) (4.0cr)</i> <i>This course builds on information introduced in courses in Semester One. It focuses on occlusion, Temporomandibular Joint (TMJ) and occlusal function and dysfunction related to</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
(0.5 cr)		and occlusal function and dysfunction that can be applied to the fabrication of oral prostheses. This course builds on information introduced in Semester One and focuses on occlusion, TMJ and occlusal function and dysfunction. Also included are the basic concepts of physics and chemistry as they pertain to dental prosthetics.	<i>dental appliance design and fabrication. This course also introduces students to basic concepts of Dental Computer Assisted Design and Milling techniques (CAD-CAM) and implant technique, materials, instruments, equipment and technology. Students will utilize CAD technology to design simple fixed and removable dental appliances as prescribed.</i>
Complete Dentures 1 (4.0 cr)	2002	This theory and practice course builds on the knowledge and skills introduced in Introduction to Complete Dentures in Semester One. The focus of this course is related to denture maintenance and the role of the dental technician as it relates to the oral health of the complete denture patient. Included are the laboratory skills of fabricating, polishing and finishing complete dentures, as well as the practice of repairing, relining, soft relining and rebasing dentures.	<i>Removable Prosthetics 1 (DT1240) (6.0 cr)</i> This theory and practice course builds on the knowledge, skills and techniques introduced in Dental Foundations in Semester One. The focus of this course is on removable prosthetic maintenance and the role of the dental technician as it relates to the oral health of the patient receiving a prosthetic. Included are laboratory skills of fabricating a complete denture, <i>wrought wire, acrylic removable partial dentures and cast metal removable partial dentures;</i> polishing and finishing complete and partial dentures and modifying, repairing, relining and rebasing removable prosthetics. <i>Students are assessed to level 1 production proficiency standards.</i>
Partial Dentures 1 4.0 cr)	2003	As a continuation of Introduction to Partial Dentures in Semester One, students will fabricate various wrought wire/acrylic and cast metal removable partial dentures.	<i>Removable Prosthetics 1 (DT1240) (6.0 cr)</i> <i>This theory and practice course builds on the knowledge, skills and techniques introduced in Dental Foundations in Semester One. The focus of this course is on removable prosthetic maintenance and the role of the dental technician as it relates to the oral health of the patient receiving a prosthetic. Included are laboratory skills of fabricating a complete denture, wrought wire, acrylic removable partial</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
			<i>dentures and cast metal removable partial dentures; polishing and finishing complete and partial dentures and modifying, repairing, relining and rebasing removable prosthetics. Students are assessed to level 1 production proficiency standards.</i>
Fixed Prosthodontics 1 (7.5cr)	3004-	As a continuation of Introduction to Fixed Prosthodontics, students will fabricate single unit metal restorations as prescribed. Included is the introduction to dental ceramics including characteristics and composition of porcelain, aesthetics, colour and shading, and the manipulation and firing of porcelain. Fabrication of single unit ceramo-metal restorations and the correction of dental porcelain and metal defects and faults will be practiced. This course expands upon the theory base of the previous semesters and will enhance the student's ability to design, critique and self-evaluate their laboratory prostheses. Maintenance of the previously achieved competencies will be expected.	Fixed Prosthetics 1 (DT1250) (6.0cr) moved from semester 3 As a continuation of the knowledge, skills and techniques introduced in Dental Foundations in Semester One, students will fabricate single unit metal restorations as prescribed. Students are introduced to dental ceramics including the characteristics and composition of porcelain, aesthetics, colour and shading, and the manipulation and firing of porcelain. Fabrication of single unit ceramo-metal restorations and the correction of dental porcelain and metal defects and faults are practiced. This course expands upon the theory base of the previous semester and will enhance the students' ability to design, fabricate, modify and repair, critique and self-evaluate their dental prostheses. Students are assessed to level 1 production proficiency standards.
Orthodontics 1 (4.0 cr)	2004	The theoretical knowledge and supportive laboratory skills related to the fabrication of simple fixed and removable orthodontic appliances, and their repair, will be introduced and practiced. The fabrication of removable	Orthodontics 1 (DT1260) (3.0cr) The theoretical knowledge and supportive laboratory skills related to the fabrication of simple fixed and removable orthodontic appliances, and their repair, will be introduced and practiced. The fabrication of removable Hawley retainers, removable appliances with bite planes, fixed unilateral space maintainers, bilateral space maintainers,

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		Hawley retainers, removable appliances with bite planes, fixed unilateral space maintainers, bilateral space maintainers, night guards, bleaching trays, Essix retainers and simple repairs of orthodontic appliances are the foundation of the theory and applied laboratory practice of this course.	night guards, bleaching trays, Essix retainers and simple repairs of orthodontic appliances are the foundation of the theory and applied laboratory practice of this course. Students are assessed to level 1 production proficiency standards.
Practicum 1 Dental Technology (1.0 cr) Practicum moved to Semester 5	2006	This series of observations allow students to experience the variety of dental labs, dental offices and/or UBC to enhance their understanding and appreciation for the role and scope of practice of a dental technology practitioner.	
Semester Three			
			<i>Dental Laboratory Sciences 3 (DT 2320) (3.0 cr) New course</i> <i>This course introduces students to advanced concepts of CAD-CAM and dental implant design, fabrication, modification and repair techniques, materials, instruments, equipment and technology. Students will use CAD-CAM technology to design and fabricate complex implant fixed and removable dental appliances.</i>
Business Management 1.5 credits	4000	This course begins with the basic concepts of business management including profit, loss and a method for costing production, as well as employee management and	<i>Professional Practice 2 (DT 2330) (1.0 cr)</i> <i>This course reviews, emphasizes and advances quality management skills including time and self-management and professional ethics. Students are introduced to the basic concepts of</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		relations, and concepts of marketing. This course continues by focussing on the dental technician as a business owner. Students explore personal and market factors that affect a successful business, and discuss components of a business plan. In addition, students discuss information relating to Dental Laboratory ownership and current professional issues.	<i>dental laboratory terms and conditions of employment, self-employment and business management (including profit and loss assessments, productivity and a method for costing production and legal obligations). Students explore personal and market factors that affect a successful dental laboratory business. They will incorporate and present the components of a business plan into a case presentation. Employee management and interpersonal relationships and skills are further emphasized and practiced through role play. Students apply information relating to Dental Laboratory ownership and current professional issues through active participation in classes and seminars</i>
Complete Dentures 2 (3.5cr)	3001	This theory and practical course is a continuation of Introduction to Complete Dentures and Complete Dentures 1. Fabrication of complete dentures includes mounting casts on articulators, selecting and arranging teeth, waxing up, investing, processing and finishing techniques. Various types of complete dentures and an increase of the degrees of difficulty will be included in this course. Maintenance of previously achieved laboratory skills will be expected.	<i>Removable Prosthetics 2 (DT 2340) (6.0cr)</i> <i>In this course students will fabricate various types of partial dentures, including those that are implant-supported. Cases will include removable partial and full dentures, cast metal partial dentures as prescribed to a given variety of situations and degrees of difficulty. Maxillofacial prostheses will also be discussed, including the fabrication of obturator prosthesis. Students are assessed to level 2 production proficiency standards.</i>
Partial Dentures 2 (4.5 credits)	3002	As a continuation of Introduction to Partial Dentures and Partial Dentures 1 students will fabricate cast metal partial dentures as prescribed to a given variety of situations and degrees	<i>Removable Prosthetics 2 (DT 2340) (6.0cr)</i> <i>In this course students will fabricate various types of partial dentures, including those that are implant-supported. Cases will include removable partial and full dentures, cast metal partial dentures as prescribed to a given variety of situations and degrees of difficulty. Maxillofacial prostheses will also be</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		of difficulty. Maxillofacial prostheses will also be discussed, including the fabrication of an obturator. The use of semi-adjustable articulators, facebows/earbows, and shades and moulds will be integrated into this component of learning. Maintenance of previously attained skills will be expected.	<i>discussed, including the fabrication of obturator prosthesis. Students are assessed to level 2 production proficiency standards.</i>
Fixed Prosthodontics 2 (6.5 credits)	4004	This theory and laboratory course expands upon information and techniques into the study and fabrication of multiple unit restorations as the dental technician students learns to fabricate various types of metal, ceramo/metal and all ceramic/porcelain/composite bridges. Advanced Prosthodontic techniques and prescriptions are followed.	Fixed Prosthetics 2 (DT 2350) (7.0) This theory and laboratory course expands upon information and techniques for the design and fabrication of multiple unit fixed restorations. Students learn to fabricate various types of metal, ceramo-metal and all ceramic, porcelain, composite crowns and bridges. Students apply more advanced prosthodontic techniques for implant and dental fixed prosthesis, <i>including computer assisted design and milling techniques that build on those learned in previous semesters. Dentists' prescriptions are followed. Students are assessed to level 2 production proficiency standards.</i>
Orthodontics 2 (4.0 cr)	3003	As a continuation of Introduction to Orthodontics and Orthodontics 1, students will fabricate complex fixed and removable orthodontic appliances as prescribed. This course expands upon the theory base of the previous semesters and will enhance the students ability to design appliances, problem solve and self-evaluate.	Orthodontics 2 (DT 2360) (3.0 cr) As a continuation of Introduction to Orthodontics and Orthodontics 1, students will fabricate complex fixed and removable orthodontic appliances as prescribed. This course expands upon the theory base of the previous semesters and will enhance the students' ability to design appliances, problem-solve and self-evaluate. Maintenance of the previously achieved orthodontic competencies will be expected. <i>Students are assessed to level 2 production proficiency standards.</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		Maintenance of the previously achieved orthodontic competencies will be expected.	
Fixed Prosthodontics 1 (7.5cr) moved to semester 2	3004	As a continuation of Introduction to Fixed Prosthodontics, students will fabricate single unit metal restorations as prescribed. Included is the introduction to dental ceramics including characteristics and composition of porcelain, aesthetics, colour and shading, and the manipulation and firing of porcelain. Fabrication of single unit ceramo-metal restorations and the correction of dental porcelain and metal defects and faults will be practiced. This course expands upon the theory base of the previous semesters and will enhance the student's ability to design, critique and self-evaluate their laboratory prostheses. Maintenance of the previously achieved competencies will be expected.	
Semester Four			
Business Practice Management (1.5) 4000	4000	This course begins with the basic concepts of business management including profit, loss and a method for costing production, as well as employee	

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
<i>Topics moved to Professional Practice 2 in Semester 3</i>		management and relations, and concepts of marketing. This course continues by focussing on the dental technician as a business owner. Students explore personal and market factors that affect a successful business, and discuss components of a business plan. In addition, students discuss information relating to Dental Laboratory ownership and current professional issues.	
Complete Dentures 3 (3.0 cr)	4001	This theory and practical course is a continuation of the fabrication of complete dentures integrating the degrees of difficulty. It includes the fabrication of compound cases, immediate dentures, overdentures and dentures over implants.	<i>Removable Prosthetics 3 (DT2440)(8.0cr)</i> <i>In this course, students will produce removable partial dentures with attachments and the repair, reline, rebase and extension of partial dentures. Pre-learned material is independently reviewed, studied and formally assessed through a written theory examination that supports success in practicum and on written licensing examinations after graduation.</i>
Partial Dentures 3 (3.0 cr)	4002	This theory and practical course is a continuation of the fabrication of partial dentures integrating increasing degrees of difficulty. It includes the fabrication of compound and complex cases, removable partial dentures with attachments and the repair, reline, rebase and extension of partial dentures.	<i>Removable Prosthetics 3 (DT2440) (8.0cr)</i> <i>In this course, students will produce removable partial dentures with attachments and the repair, reline, rebase and extension of partial dentures. Pre-learned material is independently reviewed, studied and formally assessed through a written theory examination that supports success in practicum and on written licensing examinations after graduation.</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		There is no replacement course in old, existing curriculum.	<i>Fixed Prosthetics 3 (DT2450) (8.0cr)</i> <i>This is a new course.</i> <i>This theory and laboratory course expands upon information and techniques for the design, fabrication, modification and repair of multiple unit restorations and complex prosthetics. Students learn to fabricate various types of cosmetic, metal, ceramo-metal and ceramic, porcelain, composite crowns and bridges. Students apply advanced aesthetic, prosthodontic techniques including implant-retained prosthetics. Computer assisted design and milling (CAD-CAM) techniques are applied to the fabrication of multiple unit fixed prosthesis. Dentists' prescriptions are followed.</i>
Orthodontics 3 (3.0 cr)	4003	This course expands upon the orthodontic theory and laboratory skills from the past three semesters. While expected to maintain the previously achieved orthodontic competencies, students will design, fabricate, problem solve and self-evaluate additional complex fixed and removable orthodontic appliances.	Orthodontics 3 (DT2460) (4.0cr) This course expands upon the orthodontic theory and laboratory skills from the past three semesters. While expected to maintain the previously achieved orthodontic competencies, students will design, fabricate, problem solve and self-evaluate additional complex fixed and removable orthodontic appliances. <i>Pre-learned material is independently reviewed, studied and formally assessed through a written theory examination that supports success in practicum and on written licensing examinations after graduation.</i>
Practicum 2 Dental Technology (3.0 cr)	4005	This comprehensive practical work experience is designed to allow students to practice their dental laboratory skills in the work environment. During the practicum, students will complete daily journals and evaluation reports will be completed by their mentor. Whenever	Practicum 2 moved to Semester 5 and expanded

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		possible students will be placed in a practicum site where there is a potential for employment.	
Semester Five			
Professionalism 2 (0.5 cr)	3000	This course is a continuation of Professionalism 1. It focuses on employment options and strategies including job search skills resume preparation, interviews and work satisfaction. The goal is to prepare the student to find employment as a graduate	Professional Practice 3 (DT2530) (1.0cr) <i>Students review and practice self and peer evaluation, critical thinking, decision-making, problem solving and business practices in relation to practicum placements and career search skills. Students use journaling techniques to document practicum experiences and create artefacts for professional career portfolios. Learners will develop and maintain portfolios with artefacts as evidence of attainment of core competencies during the practicum. Interviewing and interpersonal skills are rehearsed through role play activities. Pre-learned material is independently reviewed, studied and formally assessed through a written jurisprudence examination that supports success in practicum and on written licensing examinations after graduation. Online forums assist students in linking with Dental Technology faculty, specialists and student colleagues regarding dental laboratory technology topics and issues.</i>
Practicum 1 Dental Technology (1.0 cr)	2006	This series of observations allow students to experience the variety of dental labs, dental offices and/or UBC to enhance their understanding and appreciation for the role and scope of practice of a dental technology practitioner.	Dental Technology Practicum (DT2510) (19.0cr) <i>This course involves placement and practical experience in an accredited dental laboratory supervised and assessed by Registered Dental Technology (RDT) employers trained as VCC preceptors. Students work on real cases that involve the design, fabrication, modification and repair of Fixed Prosthetics (Ceramic, Composite and Metal); Full and Partial Removable Prosthetics and Orthodontic Appliances. Students will improve skills and productivity abilities. Students will gain practical experience in Computer-Assisted Design and</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
			<i>Milling Technology (CAD-CAM) in all specialty areas and have the opportunity to be clinically evaluated by VCC faculty in preparation for the RDT Practical Licensing examinations after graduation. Students will be assessed to entry to practice competency and productivity levels.</i>
Practicum 2 Dental Technology (3.0 cr)	4005	This comprehensive practical work experience is designed to allow students to practice their dental laboratory skills in the work environment. During the practicum, students will complete daily journals and evaluation reports will be completed by their mentor. Whenever possible students will be placed in a practicum site where there is a potential for employment	<i>Dental Technology Practicum (DT2510) (19.0cr)</i> <i>This course involves placement and practical experience in an accredited dental laboratory supervised and assessed by Registered Dental Technology (RDT) employers trained as VCC preceptors. Students work on real cases that involve the design, fabrication, modification and repair of Fixed Prosthetics (Ceramic, Composite and Metal); Full and Partial Removable Prosthetics and Orthodontic Appliances. Students will improve skills and productivity abilities. Students will gain practical experience in Computer-Assisted Design and Milling Technology (CAD-CAM) in all specialty areas and have the opportunity to be clinically evaluated by VCC faculty in preparation for the RDT Practical Licensing examinations after graduation. Students will be assessed to entry to practice competency and productivity levels.</i>

CURRICULUM CHANGES: Dental Technology Diploma

The 2003 and 2015 Curriculum concepts are compared using the Fixed Prosthetics/Prosthodontics courses. An example of the substantive differences in curriculum concepts and course learning objectives between the old and new curriculum is demonstrated in the table below. Both sets of concepts and learning objectives are about Fixed Prosthodontics/Prosthetics but there is a difference in the depth and breadth of the concepts. Fixed Prosthetics 2 DT 2350 addresses new technologies, material and processes evident in current industry practices.

Table 5: Comparison of courses: Fixed Prosthodontics 2 DT4004 (old) to Fixed Prosthetics 2 course DT2350 (new)

	Fixed Prosthodontics 2 DT 4004 – 6.5 credits from the old curriculum	Fixed Prosthetics 2 DT 2350 - 7.0 credits from the new program.
Theory Content/Concepts:	<ol style="list-style-type: none"> 1. Equipment and Instruments 2. Materials 3. Concepts of Multiple Unit Restorations 4. Esthetics, Form and Function 5. Multiple Unit Fabrication 6. Multiple Unit Metal Restorations 7. Multiple Unit Ceramo/Metal Restorations 8. Advanced Esthetics - Ceramo/Metal and Non Metal Restorations 9. Fixed Restorations over Implants 10. Fabrication by Prescription 	<ol style="list-style-type: none"> 1. Equipment and instruments 2. Computer assisted design and computer assisted milling [CAD-CAM] 3. Implant supported restorations 4. Cosmetic dental materials 5. Metal repair techniques 6. Metal multiple unit restorations 7. Resin/metal and ceramo/metal restorations 8. Occlusion and articulation 9. Aesthetics, form and function of ceramo/metal restorations 10. Computer assisted and manual design techniques 11. Fabrication of ceramo/metal multiple unit restorations 12. Correction of porcelain faults
Learning Outcomes:	<ol style="list-style-type: none"> 1. Apply laboratory procedures and guidelines related to the use and maintenance of lab equipment and instruments used in the course. 2. Discuss the properties of the dental 	<ol style="list-style-type: none"> 1. Explain basic concepts relating to the design and fabrication of multiple unit restorations; 2. Explain aesthetics, form and function relating to multiple unit fixed

CURRICULUM CHANGES: Dental Technology Diploma

	<p>materials used for the fabrication of fixed restoration, including principles of safety and manipulation.</p> <ol style="list-style-type: none"> Discuss basic concepts relating to multiple unit restorations. Discuss esthetics, form and function relating to multiple unit fixed restorations. Discuss principles relating to the fabrication of various types of multiple unit restorations, including temporary bridges and alternative waxing and casting techniques. Discuss principles and techniques relating to the fabrication of multiple unit metal restorations. Discuss principles and techniques relating to the fabrication of multiple unit ceramo/metal restoration. Discuss advanced esthetic techniques for ceramo/metal restorations as well as additional types of full ceramic, porcelain and composite restorations, including principles relating to their fabrication. Describe implant supported fixed restorations, including principles relating to their fabrication. Fabricate multiple unit fixed restorations according to prescription. 	<p>restorations;</p> <ol style="list-style-type: none"> Apply principles and techniques relating to the design and fabrication of various types of multiple unit restorations; Design and fabricate temporary bridges using alternative waxing and casting techniques; Apply principles and techniques relating to the design and fabrication of multiple unit ceramo/metal restorations; Apply computer assisted design techniques and principles to the fabrication of fixed restorations; Practice to current workplace health and safety standards including dental laboratory asepsis, and infection control; Apply essential elements and skills of behavioural sciences, communications, professional ethics, legal obligations and business management to dental technology practice; Make decisions that reflect critical thinking and problem solving; Integrate pertinent theoretical knowledge and empirical data and information literacy skills to justify and/or revise services; Perform at the Industry Production proficiency level II
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CURRICULUM CHANGES: Dental Technology Diploma

The following table provides a comparison of theory, lab and practice hours in the old and the new program demonstrating that the new program has 600 more program hours.

Table 6: A Comparison of Program Hours

Comparison of Program Hours between old and new Dental Technology Program Curriculum				
Old Program Totals	Hours	New Program Hours	Hours	Difference
Theory Hours	912 hrs	Theory Hours	747 hrs	- 165 hrs.
Lab Hours	1368 hrs	Lab Hours	1743 hrs	+ 375 hrs
Practice Experience Hours	120 hrs (4 weeks)	Practice Experience Hours	510 hrs (17 weeks)	+ 390 hrs
Total Hours	2400 hrs (80 credits)	Total Hours	3000 hrs (100 credits)	+ 600 hrs
<ul style="list-style-type: none"> • Old curriculum – 80 credits (40% theory, 60 lab and 120 hrs. practicum) • New curriculum- 100 credits (30% theory, 70% lab and 510 hrs. practicum) 				

CURRICULUM CHANGES: Dental Technology Diploma

Table 7: A comparison of the Dental Technology Program Tuition and Fees at NAIT, George Brown College and VCC's new program

	NAIT	George Brown	VCC
Program Length	2 years (20 months)	3 years (6 Semesters – 3 academic years)	Currently 2 years (20 months) Proposed 2.5 years (24 months)
Tuition & Fees	\$12,960.00 (\$180 per credit) Total credits = 72 \$12,960 Plus Books, Supplies & program fees (\$5291 + college wide fees below) Total \$ 18,251	\$7,546.00 for first two semesters \$22,638 for 6 semesters ADDITIONAL COSTS: *Amount listed is the total of tuition, materials, student service and ancillary fees for the first two semesters of the programs starting in fall 2014. Fees are subject to change for programs starting in fall 2015 and at later dates	2015 tuition is \$6,737 Proposed \$19,200
Additional Costs	NAITSA: \$120 U-Pass: \$162 Health & Dental: \$114 Rec. & Athletics: \$70 Books, Supplies & Program Fees Sem. 1: \$3,434 Sem. 2: \$300 Sem. 3: \$ 750 Sem. 4: \$ 525 Total additional costs: \$5,475	Additional costs in each year of study, including textbooks, appropriate laboratory attire and personal protective equipment. There is a refundable rental fee for some equipment on loan to the student. Total: \$ not disclosed	VCC Student Union Fee: \$130 College Initiative Fee: \$194 Laundry Fee: \$163 Student Union Health Plan Fee: \$325 Student Union Dental Plan Fee: \$310 U-Pass: \$950 Tool Kits and Hand piece \$3151 Textbooks and supplies: \$1350.00 Material Fee per year: \$230 Graduation Fee: \$41 College Resource Fee: \$269 Total: \$5,763 (current) Proposed additional fees for new program: \$6,676
Credential	Diploma	Diploma	Diploma
Courses	Level One DNTL 1110 Introduction to Dental Laboratory Skills DNTL 1121 Orofacial Anatomy DNTL 1131 Complete Dentures: Introductory Lab Skills DNTL 1141 Removable Partial Dentures: Introductory Lab Skills DNTL 1151 Fixed Prosthodontics: Introductory Lab Skills IPCD 1171 Infection Prevention and Control	Semester 1 ANAT 1010 Functional Anatomy ANAT 1038 Head and Neck Anatomy DENT 1026 Complete Denture Construction 1 DENT 1028 Dental Lab Material 1 DENT 1030 Orthodontics 1 DENT 1083 Lab Safety & Equipment COMM 1003 English Skills Or COMM 1007 College English GNED General Education Elective	The following courses are from the new curriculum Semester 1 DENT 1110 Biosciences 1 DENT 1120 Dental Laboratory Sciences 1 DENT 1130 Professional Practice 1 DENT 1100 Dental Technology Foundations Semester 2 DENT 1210 Biosciences 2 DENT 1220 Dental Laboratory Sciences 2 DENT 1240 Removable Prosthetics 1

CURRICULUM CHANGES: Dental Technology Diploma

	<p>DNTL 1231 Intermediate Complete Denture Fabrication DNTL Intermediate Removable Partial Denture Fabrication DNTL 1251 Intermediate Fixed Prosthodontics</p> <p>Level Two DNTL 2331 Advanced Complete Denture Fabrication DNTL 2341 Advanced Removable Partial Denture Fabrication DNTL 2351 Advanced Fixed Prosthodontics DNTL 2361 Preparation for Patient Care DNTL 2431 Applied Complete Denture Fabrication DNTL 2451 Applied Fixed Prosthodontics DNTL 2461 Orthodontic Laboratory Procedures IPDE Interprofessional Dental Education</p>	<p>Semester 2 DENT 1014 Crown and Bridge 1 DENT 1015 Acrylic Partial Dentures 1 DENT 1092 Complete Denture 11 DENT 1128 Dental Lab Materials 11 BIOL 1004 Microbiology and Infection Control COMM1007 College English (if necessary) GSSC 1053 Future of Health Care in Canada</p> <p>Semester 3 DENT 1108 Cast Partial Dentures 1 DENT 2001 Complete Denture 111 DENT 2002 Crown and Bridge 11 DENT 2014 Orthodontics 11 GNED General Education Elective</p> <p>Semester 4 DENT 2003 Crown and Bridge 111 DENT 2004 Cast Partial Dentures 11 DENT 2005 Complete Denture 1V DENT 2024 Orthodontics 111 DENT 2039 Oral Pathology for the Dental Tech DENT 2037 Ceramics 1</p> <p>Semester 5 DENT 3010 Complete and Partial Dentures DENT 3011 Crown and Bridge 1V DENT 3015 Ceramics 11 MGMT 2012 Applied Management Practice-Dental Lab GHUM 3003 Jurisprudence, Ethics and Professional Responsibilities</p> <p>Semester 6 DENT 3008 Specialty Pre-Graduate Lab Experience 11 DENT 3027 Fixed / Removable Implants DENT 3028 Field Placement</p>	<p>DENT 1250 Fixed Prosthetics 1 DENT 1260 Orthodontics 1</p> <p>Semester 3 DENT 2320 Dental Laboratory Sciences 3 DENT 2330 Professional Practice 2 DENT 2340 Removable Prosthetics 2 DENT 2350 Fixed Prosthetics 2 DENT 2360 Orthodontics 2</p> <p>Semester 4 DENT 2440 Removable Prosthetics 3 DENT 2450 Fixed Prosthetics 3 DENT 2460 Orthodontics 3</p> <p>Semester 5 DENT 2530 Professional Practice 3 DENT 2510 Dental Technology Practicum</p>
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Summary

In summary, the new Vancouver Community College Dental Technology program includes substantive changes to the program outcomes, course learning outcome



CURRICULUM CHANGES: Dental Technology Diploma

s, course content, program hours and credits. Students will learn to use new technologies, will have expanded knowledge and skill and will have greater critical thinking and problem solving abilities. The new program prepares graduates to meet the Competency Profile adopted by the College of Dental Technicians of BC in May 2011. The comparison charts included in this document provide the evidence that this new curriculum will prepare students to practice within the current scope of practice at an entry-to-practice level.

Substantive changes have been made to the Dental Technology diploma program and these changes are required for the program to be high quality and relevant in today's practice environment.

Vancouver Community College: Dental Technology Diploma Program

Responses to Questions

Under the tuition limit policy, programs that are updated in order to stay current are considered existing programs. On this basis the total tuition and mandatory fee increases for existing programs need to be within two percent of the amount students paid in the previous year.

While institutions are expected to keep their programs current and updates are considered to be part of this ongoing process, it is also recognized that substantial changes to an existing program may occur from time to time. Programs that undergo substantial revisions that result in changed outcomes for students may qualify as a new program under the tuition limit policy.

In order for a program to be formally considered as a new program under the tuition limit policy, the institution provides evidence of substantial program revisions leading to new program goals and student outcomes and competencies. Examples of information needed is provided below (this information is provided as a guide, recognizing that each program and situation is different and in some cases additional information may be required).

1. Background information including program faculty / department, existing and revised program name and credential as well as the timeframes for the phase in and phase out of programs including the start date of the revised program and completion date of the last student enrolled in the existing program. If the program was closed or suspended, indicate for how long and indicate why the program is being reintroduced. Indicate if the revised program requires the hiring of new staff and faculty.

The Dental Technology program is one of two programs in the Dental Technology/Denturist Department. There is one full time faculty instructor, one full time lab demonstrator, and two term instructors. The program had an intake every year in September until 2008, when budget challenges led to alternate year intakes. Currently, there are 12 students in second year eligible for graduation in June 2016.

A full program review was completed in 2008 and the recommendations from that review were not implemented due to the budget implications of the proposed changes. Another full program review and renewal was conducted in 2012. A thorough gap analysis was done between the program and the Competency Profile adopted by the College of Dental Technicians of BC in May 2011. A Stakeholder group was formed and a new curriculum was developed with the intent of implementing this new curriculum in September 2014. The VCC College Board would not approve the implementation of the new program without having approval to charge a higher tuition, even though the new program was approved by Education Council. So the **old** program started again in September, 2014, much to the dismay of the Program Advisory Committee and industry partners.

Although the program name has not changed, the new program is substantially different than the current program. It includes enhanced technology of Computer-Aided Design - Computer Aided Manufacturing (CAD-CAM) and has an additional 5th semester that includes simulation and practicum experiences intended to help better prepare graduates to have higher success rates on their registration examinations. It also includes greater depth and breadth of knowledge, critical thinking and decision making.

If VCC implements the new program in September 2016 and continues with an alternate year intake, the new program will require additional faculty to staff the new 5th semester. The Program Advisory Committee recommends that VCC re-institute intakes every year vs. alternate year intakes. This may be possible if the tuition is increased. Additional faculty would be required if this were to happen.

2. Describe the program change and rationale for the program change (include rationale for any program name change and how the revised name compares to similar or equivalent programs in BC or outside of BC).

The program changes are reflected in the attached two documents, “Dental Technology Diploma Major Curriculum Change” and “Dental Technology Program Content Guide”.

The rationale for program changes include the following:

- The College of Dental Technicians of BC (CDTBC) adopted the Competency Profile for Canadian Dental Technicians/Technologists in May 2011 and the new program aligns with this;
- There is a need for the program to be current with industry and the new program includes the implementation of CAD-CAM and other new technologies;
- The graduate success rate on the CDTBC practical licensure exams is not at the level expected. According to the CDTBC, only 35% of graduates complete the licensure process and become Registered Dental Technicians (RDTs). (See attached “VCC Graduate Success Rate Report”) The new program will have a 5th semester that will provide expanded practical experiences that will better prepare students for success on their registration exams.

3. Outline the new objectives and competencies for the program and how learning outcomes/competencies differ from the previous offering.

See the attached documents, “Dental Technology Diploma Major Curriculum Change” and “Dental Technology Program Content Guide”.

4. Outline the tuition and mandatory fees for the revised program and how they compare to the current program. Outline how the tuition and mandatory fees for the revised program compare to similar programs in BC or outside of BC.

The proposed tuition and fees for the new 2.5 year program are as follows:

No. of students per intake	16
Length of the program (years)	2.5
Number of credits	100
Tuition fee per credit	\$ 192
Tuition fee per student	\$ 19,200
Block fund allocated per student	\$ 30,000
Deficit per student	-\$ 1,723
Total tuition and fees per student remained at VCC	\$ 25,876
Material fee	\$ 230
Lab and Equipment Fee	\$ 5,800
College initiative fee	\$ 194
Campus resource fee	\$ 269
Laundry fee	\$ 163
Graduation Fee	\$ 20

Dental Technology Programs Tuition and Fees Comparison Chart (2014-15)

		NAIT (Alberta) Dental Technology Program	George Brown College (Ontario) Dental Technology Program	CDI (Surrey BC) Dental Technician Program	VCC (Vancouver BC) Dental Technology Program
Length of Program		2 years	3 years	2 years (but unable to get the exact information)	2 years (20 months) Proposed 2.5 years (24 months)
Tuition and Fees		\$12,960.00 (\$180 per credit) Total credits = 72 \$12,960 Plus Books, Supplies & program fees (\$5291 + college wide fees below) Total \$ 18,251	\$7,546.00 for first two semesters \$22,638 for 6 semesters ADDITIONAL COSTS: *Amount listed is the total of tuition, materials, student service and ancillary fees for the first two semesters of the programs starting in fall 2014. Fees are subject to change for programs starting in fall 2015 and at later dates	\$35,000 This information is anecdotal – they do not publish fees on their website)	2015 - \$6,737 Proposed - \$19,200
Additional Fees		NAITSA: \$120 U-Pass: \$162 Health & Dental: \$114 Rec. & Athletics: \$70 Books, Supplies & Program Fees Sem. 1: \$3,434 Sem. 2: \$300 Sem. 3: \$ 750 Sem. 4: \$ 525 Total additional costs: \$5,475	Additional costs in each year of study include textbooks, lab attire and personal protective equipment. There is a refundable rental fee for some equipment on loan to the student Total - \$ not disclosed		VCC Student Union Fee: \$130 College Initiative Fee: \$194 Laundry Fee: \$163 Student Union Health Plan Fee: \$325 Student Union Dental Plan Fee: \$310 U-Pass: \$950 Tool Kits and Hand piece \$3,151 Textbooks and supplies: \$1,350.00 Material Fee per year: \$230 Graduation Fee: \$41 College Resource Fee: \$269 Total: \$5,763 (current) Proposed additional fees for new program \$6,676

5. Outline whether the revised program will be offered if it is not considered new under the tuition limit policy.

VCC will not be able to offer the new program if it is not considered “new” under the tuition limit policy. VCC has already delivered the old program beyond what was recommended by the Program Advisory Committee (Sept 2014 - June 2016). The new program will require additional resources and VCC is not able to support these additional costs without increased revenue.

6. Outline the impact the revised program has on existing students (i.e. do the revisions cause any existing students to face a tuition fee increase part way through the program).

There will be no impact on existing students. The program runs alternate years. There are currently only second year students in process and they will graduate in June 2016 before the new program is implemented.

7. Outline program changes that result from new requirements of regulatory or licensing bodies. What are the new requirements? How are the changes substantially different to what was in place before?

See the attached documents, “Dental Technology Diploma Major Curriculum Change” and “Dental Technology Program Content Guide”.

8. When was the former program last revised.

The program was last reviewed in 2008 but recommended changes were not implemented due to budget constraints.

9. Comparison of existing and revised program changes (e.g. admission requirements, delivery method and other program requirements).

See attached documents, “Dental Technology Diploma Major Curriculum Change” and “Dental Technology Program Content Guide”.

10. Other applicable information (e.g. whether the Dental Technicians Association of BC application to the Ministry of Health for an expanded Scope of Practice relates to the current program revisions).

The new program addresses the Competency Profile for Canadian Dental Technicians/Technologists adopted by the College of Dental Technicians of BC in May 2011 and addresses current entry to practice requirements. The program revisions do not address changes proposed in the application for an expanded scope of practice by the Dental Technicians Association of BC.

In summary, substantive changes to VCC’s Dental Technology program have been proposed. It is our hope that the Ministry of Advanced Education recognizes these changes as substantive and labels this a “new program” under the tuition limit policy. Thank you for your consideration.

Sincerely,



Debbie Sargent
Dean, School of Health Sciences
Vancouver Community College
(604) 871-7000 Ext. 5028
dsargent@vcc.ca

VCC Graduates' Success Rate on CDTBC Licensure Exams

A 10 Year Review

Executive Summary

Vancouver Community College is currently undertaking a comprehensive review and revision of their Dental Technology Program. As part of this process, the College of Dental Technicians of BC (CDTBC) was asked to provide the dental technology department with statistics on how successful their graduates were in completing the Provincial certification examinations. General information about the pass-rate of applicants is published each year in the College's Annual Report. This data however is comprehensive in nature, limited to a single year reporting period, and includes all applicants in a given year regardless of their educational background.

In order to provide relevant information for the curriculum review, VCC provided the College with the student lists from 2004 through 2012. CDTBC staff then reviewed each individual registrant's file to obtain the specific detailed examination information. The information that has been compiled includes:

- the number of graduates who applied for registration (examinations)
- the period of time between graduation and submitting their application
- the number of attempts a graduate required to pass the theory exams
- the number of attempts an graduate required to pass the practical exams
- the number of graduates who have completed their registration as a Dental Technician

In order to protect the privacy of our registrants, the information has been compiled and is provided to VCC without any identifiers or names attached to the details. From the class lists provided, CDTBC was able to locate and review 77 files which included individuals who graduated between 2006 and 2012. (The students on the list provided for 2012 will not complete the course until June 2014 and therefore are not included in this data)

Of the 77 records reviewed, we found that 35 (45.5%) of the graduates of the dental technology program have not submitted an application for registration as an RDT. Of the remaining 42 graduates, 27 have completed the examination process and are currently registered with the CDTBC as Registered Dental Technicians. This means that only 35% of the graduates of the program have completed the process and become Dental Technicians.

On the following pages you will find a summary of the information with respect to both the theory and the practical examinations, a compilation of the data collected, and a spreadsheet which shows the individual details for each graduate's progress along the continuum from graduation to registration as an RDT. This data and information has been gathered strictly through a review of our files available at the CDTBC office. No attempt has been made to contact graduates for additional information or to determine reasons for an individual not pursuing registration as a Dental Technician.

Theory Examinations

According to our records, the College received 42 applications from students who graduated with a diploma from the VCC Dental Technology program between 2006 and 2012 and who have successfully completed the College's theory examination. Of those graduates, 32 were successful on their first attempt at the examination for a success rate of 76.2%. An additional six of the graduates required two attempts to pass, and four from the class of 2012 have either not attempted the exams or have failed on their first attempt so far. A passing grade of 65% is required on the theory examination to pass and move on to the practical component.

Our files also show that four of the applicants (graduates) who have passed the theory exams have not proceeded further with their registration, one from the 2006 class and 3 from the 2010 class. No reason for this has been provided by the applicants.

With only one exception, the graduates from the years 2006, 2007, and 2008 all attempted the theory exams within one year of graduation. From the 2010 and 2012 graduating class six of the thirteen who applied waited for more than a year after graduation before they attempted the theory exam.

Practical Examinations

Applicants for registration are required to successfully complete the requisite theory examinations before they are allowed to attempt the practical component of the certification exam. The practical examination consists of six individual assignments that encompass all areas of dental technology practice. An exam candidate is required to attempt all six assignments in their first exam sitting, and if they are not completely successful, they will only be required to re-take any failed assignments in subsequent attempts. A passing mark of 65% is required on each assignment to complete the certification process.

There have been 28 graduates from the initial group of files we reviewed, who have successfully completed the practical exams. Thirteen of them were successful on all six assignments on their first attempt for an average pass rate of 46.4%. A further ten candidates passed the failed assignments on a second attempt (35.7%), and five required three attempts before they passed (17.9%). There are also another six graduates who are eligible to take the practical exams with four of them eligible this coming year for the first attempt. Of the remaining two eligible candidates, one will be repeating three assignments a second time and the other will be re-taking two assignments for the third time.

There is no clear indicator of a specific area of dental technology practice that graduates consistently do not do well on, although the removable orthodontic appliance and the cast-partial design assignments are failed approximately half as often as the others.

Conclusion

The VCC graduates who do apply for registration with the College are generally very successful on their theory examinations while their rate of success on the practical exams is not as high. For your general information and comparison purposes, the average of the overall pass rates (which also include the VCC graduates) for the same period, as taken from our annual reports is: Theory exams – 52% and Practical Exams – 63.6%.

Compilation of Information regarding VCC Students

- # of Records Assessed = 77
- Information as per Student Records provided from 2004
- Information does not include 2014 graduating class

of Grads - Successfully pass exams – 29

Grad Year /Success Rate

2006	9 out of 17 (52%)
2007	8 out of 16 (50%)
2008	8 out of 16 (50%)
2010	2 out of 15 (13%) (3 in progress)
2012	2 out of 11 (18%) (8 in progress)

Time Period - from graduation to first attempt to write exams – See chart on last page.

Time Period - from graduation to obtaining RDT Registration

Grad Year –2006

(Year obtained RDT Registration)

- In 2007 – 1 RDT status
- In 2008 – 2 RDT status
- In 2009 – 4 RDT status
- In 2011 – 1 RDT status
- In 2012 – 1 RDT status

Grad Year – 2007

(Year obtained RDT Registration)

- In 2008 – 1 RDT status
- In 2009 – 2 RDT status
- In 2010 – 3 RDT status
- In 2012 – 1 RDT status

Grad Year – 2008

(Year obtained RDT Registration)

- In 2010 – 2 RDT status
- In 2011 – 2 RDT status
- In 2012 – 2 RDT status
- In 2013 – 2 RDT status

Grad Year 2010

(Year obtained RDT Registration)

- In 2014 – 1 RDT status

Grad Year 2012
(Year obtained RDT Registration)

- In 2013 – 2 RDT status

General Information

- **# of Grads Successfully pass exams - no RDT registration completed**
Grad Year 2010 - 1
- **# of Grads – did not write exams nor registered as Assistant**
Grad Year 2006 - 1
Grad Year 2007 - 1
Grad Year 2008 – 1
Grad Year 2012 – 1
- **# of Grads - did not write exams but registered as Assistants**
Grad Year 2008 - 1
- **# of Grads – successfully wrote exams but work as Assistants**
Grad Year 2010 -1
- **# of Grads Inactive/No Records Available**
Grad Year 2006 – 8
Grad Year 2007 – 8
Grad Year 2008 – 6
Grad Year 2010 – 10
- **# of Grads – Exams in Progress**
Not Registered as Assistants
3 (Moved out of province of BC)
- **# of Grads – Exams in Progress**
Registered as Assistants
Grad Year 2010 – 3
Grad Year 2012 – 8

Please see next page for Information regarding Time Period - from graduation to first attempt to write exams

EXAMINATION STATISTICS PER GRADUATION YEAR

Grad Year	Theory – Jurisprudence		Theory – Competency		Practical Assignments Completed in August of Year Noted						# of Attempts	RDT Registration (MM/YY)
	Completed (MM/YY)	# of Attempts	Completed (MM/YY)	# of Attempts	A (Year)	B (Year)	C (Year)	D (Year)	E (Year)	F (Year)		
2006	05/07	2	11/06	1	2007	2010	2010	2009	2007	2009	3	03/12
	11/06	1	11/06	1	No further activity							
	11/06	1	11/06	1	2007	2007	2007	2007	2008	2007	2	02/09
	11/06	1	11/06	1	All - 2007						1	04/08
	11/06	1	11/06	1	2007	2008	2008	2007	2007	2007	2	06/09
	11/06	1	11/06	1	2010	2010	2010	2007	2008	2007	3	10/11
	11/06	1	05/07	2	All – 2007						1	11/07
	11/06	1	11/06	1	All - 2007						1	03/08
	11/06	1	11/06	1	All - 2007						1	05/09
	05/07	1	05/07	1	2007	2008	2008	2007	2008	2008	2	05/09
7 Grads did not attempt examinations or we have no record of them												
2007	05/06	1	05/07	2	N/A	2007	2007	2007	N/A	N/A	1	02/08
	11/07	1	11/07	1	All – 2008						1	11/10
	11/07	1	11/07	1	2008	2008	2008	2008	2009	2008	2	10/09
	11/07	1	11/07	1	All – 2008						1	04/10
	11/07	1	11/07	1	2008	2008	2008	2008	2009	2008	2	02/10
	11/07	1	11/07	1	2008	2011	2011	2008	2008	2008	3	02/12
	11/07	1	11/07	1	All - 2008						1	05/09
	9 Grads did not attempt examinations or we have no record of them											
2008	05/09	1	11/09	2	2013	2013	2012	2010	2010	2010	3	10/13
	11/08	1	11/08	1	2010	2010	2009	2011	2010	2009	3	03/12
	11/08	1	05/09	2	2010	2009	2010	2010	2010	2009	2	01/11
	05/09	1	11/09	2	2011	2011	2011	2010	2010	2010	2	06/13
	11/08	1	11/08	1	2010	2009	2009	2009	2010	2010	2	12/10
	11/08	1	11/08	1	All - 2009						1	02/10
	11/08	1	11/08	1	2010	2009	2009	2010	2009	2009	2	03/12
	11/08	1	11/08	1	All - 2009						1	11/11
	8 Grads did not attempt examinations or we have no record of them											
2010	05/11	1	05/11	1	No further activity							
	10/11	1	10/11	1	No further activity							
	11/12	1	11/12	1	All - 2013						1	06/14
	10/11	1	10/11	1	No further activity							
	05/11	1	05/11	1	2013	2013	2013	IP	IP	2012		
	10/11	1	10/11	1	IP	2011	2011	2011	IP	IP		
	10/11	1	10/11	1	2011	2011	2011	2011	2011	2012	2	IP
10 Grads did not attempt examinations or we have no record of them												

IP = In Progress

EXAMINATION STATISTICS PER GRADUATION YEAR

Grad Year	Theory – Jurisprudence		Theory – Competency		Practical Assignments Completed Information (MM/YY)						# of Attempts	RDT Registration (MM/YY)
	Completed (MM/YY)	# of Attempts	Completed (MM/YY)	# of Attempts	A (MM/YY)	B (MM/YY)	C (MM/YY)	D (MM/YY)	E (MM/YY)	F (MM/YY)		
2012	11/13	1	11/13	1	IP							
	11/12	1	11/12	1	IP							
	11/12	1	11/12	1	All - 2013						1	10/13
	11/12	1	11/12	1	IP							
	11/12	1	05/13	2	All - 2013						1	11/13
	05/13	1	IP									
	11/12	1	11/12	IP								
	05/13	1	05/13	IP								
	11/12	1	11/12	1	IP							
	11/12	1	IP									
1 Grad did not attempt examinations or we have no record of them												

IP = In Progress

Cavallin, Sandra L AVED:EX

From: Debbie Sargent <dsargent@vcc.ca>
Sent: Thursday, December 3, 2015 8:35 AM
To: Cotie, Kate L AVED:EX; Cavallin, Sandra L AVED:EX
Cc: Perrault, Kevin AVED:EX; Kathryn McNaughton
Subject: RE: Vancouver Community College (VCC) Dental Technology Program Tuition
Attachments: Dental Technology Diploma Major Curriculum Change.docx

Hello again. The formatting on the last page of the Major Curriculum Changes document has been adjusted in this revised version of the document.

Sincerely,

Debbie Sargent

From: Debbie Sargent
Sent: December-03-15 8:10 AM
To: 'kate.cotie@gov.bc.ca'; Cavallin, Sandra L AVED:EX (Sandra.Cavallin@gov.bc.ca)
Cc: Perrault, Kevin AVED:EX (Kevin.Perrault@gov.bc.ca); Kathryn McNaughton
Subject: Vancouver Community College (VCC) Dental Technology Program Tuition

Hello Kate and Sandra. It has been a long while since Irene Young and I spoke to you about our proposed new Dental Technology program and our request for consideration of setting a new tuition. We were hoping to implement the new program in September of 2014 but we decided to implement the old program instead. Since the program has an alternate year intake, we are now hoping to implement the new program in September 2016 and would like to follow up on our earlier discussions.

Kevin Perreault forwarded your outstanding questions to me and I have used that questionnaire to respond. I am also attaching three additional documents to help confirm that the changes to the program are substantive.

Kathryn McNaughton, VP Academic, Students and Research, and I are meeting with Kevin in Victoria tomorrow (Friday) at 2:00 p.m. and we would be happy to address any additional questions you may have tomorrow afternoon in person, or I could arrange a teleconference for next week if that works better.

I look forward to discussing this with you both!

Thank you for your consideration!

Debbie Sargent

Debbie Sargent
Dean, School of Health Sciences
Interim Dean, Music, Dance and Design, Hospitality and Applied Business
Vancouver Community College
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Find out more at vcc.ca





CURRICULUM CHANGES: Dental Technology Diploma

**Vancouver Community College
School of Health Sciences**

**Dental Technology Diploma
Major Curriculum Change**



CURRICULUM CHANGES: Dental Technology Diploma

Introduction: The Dental Technology program at Vancouver Community College (VCC) has gone through a program review and renewal process resulting in a new curriculum. Although there are only minor changes to the program admission requirements, other changes are substantive as outlined in this document.

Comparison of Old and New Curriculum:

This first table shows the changes were made to the Admission Requirements.

Table 1: Admission Requirements

Current Entrance Requirements (2013 curriculum)	New pre-requisites: Admission Requirements: (New 2015 curriculum)
<p>Admission to the Dental Technology Program is on a competitive selection basis. Applicants must possess:</p> <ul style="list-style-type: none">• Grade 12 graduation including:• Proof of School of Health Science English Language proficiency<ul style="list-style-type: none">- Human Biology 12 C+ or better- Chemistry 11 or Physics 11 C+ or better• Career Investigation Report <p>Applicants with top academic scores will be offered a dexterity test. The score of this test added to the academic score will determine the top applicants to the program.</p>	<p>Admission to the Dental Technology Program is on a competitive selection basis. Applicants must possess Grade 12 graduation (GED) including:</p> <ul style="list-style-type: none">• Proof of School of Health Science English Language proficiency• English 12 with C+ or better• Human Biology 12 with C+ or better• Chemistry 11 or Math 11 or Physics 11 with C+ or better• Career Investigation Report <p>Applicants with top academic scores will be offered a dexterity test. The score of this test added to the academic score will determine the top applicants to the program.</p>

CURRICULUM CHANGES: Dental Technology Diploma

Table 2 provides a comparison of the current and new program learning outcomes.

Table 2: Comparison of Program Learning Outcomes (old and new)

<p>Current Learning Outcomes expressed as Program Goals: Graduates of this program will have acquired the knowledge, skills and attitudes to reliably demonstrate the ability to:</p> <ol style="list-style-type: none"> 1. Apply provincial and national codes of conduct when providing dental technology services. 2. Develop a well-managed business practice within dental laboratory settings and the community. 3. Use strategies for systematic enquiry to justify and/or revise dental technology services. 4. Make decisions regarding dental technology services that reflect critical thinking, time management and problem solving. 5. Integrate pertinent theoretical knowledge of anatomy, physiology, morphology and pathology into the provision of dental technology practice. 6. Integrate principles of physics, chemistry, general science and properties of materials associated with the fabrication of dental prosthetic devices and appliances. 7. According to prescription: design, fabricate, modify and repair fixed prostheses, removable complete and partial dentures and appliances for orthodontics, oral maxillo-facial surgery and other specialties. 8. Operate and maintain dental laboratory equipment in accordance with standard safety and maintenance procedures, WHMIS and infection control protocol. 9. Produce clear and accurate written and oral communications for the public and other professionals regarding dental technology issues and services. 10. Take responsibility for decisions and actions pertaining to dental technology services. 11. Carry out all duties in an ethical and professional manner. 12. Demonstrate a commitment to quality dental technology service through self-evaluation and lifelong learning. 	<p>Program Learning Outcomes : New learning outcomes based upon professional core competencies: Graduates of the VCC Dental Technology program will have the skills and abilities to:</p> <ol style="list-style-type: none"> 1. Design , fabricate, modify and repair removable oral/dental prostheses; 2. Design, fabricate, modify and repair fixed oral/dental prostheses; 3. Design, fabricate, modify and repair oral/dental appliances used in orthodontics, oral and maxillo-facial surgery and other dental treatments; 4. Integrate general knowledge of dental laboratory procedures, physics and chemistry principles, associated with the fabrication of oral appliances and dental restorations; 5. Assess the characteristics and properties of dental materials associated with the fabrication of oral appliances and dental restorations and make decisions about their appropriate application in practice; 6. Assess the characteristics and operation of equipment and special instrumentation associated with the fabrication of oral appliances and dental restorations and make decisions about their appropriate application in practice; 7. Assess the fundamental elements of dental anatomy, dental physiology, dental morphology and basic elements of oral pathological conditions and apply relevant knowledge to dental technology practice; 8. Practice to current workplace health and safety standards including dental laboratory asepsis, and infection control; 9. Apply essential elements and skills of behavioural sciences, communications, professional ethics, legal obligations and business management to dental technology practice; 10. Make decisions that reflect critical thinking and problem solving; integrate pertinent theoretical knowledge and empirical data and information literacy skills to justify and/or revise services.
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CURRICULUM CHANGES: Dental Technology Diploma

This next table compares the course names and credits of the current and new program. Changes are identified in red.

Table 3: Dental Technology Curriculum Comparison Current and New Course Names and Credits.

Existing Dental Technology Curriculum-2013	New Dental Technology Curriculum-2015
<i>Course#, Name, Credits</i>	<i>Course, Name, Credits</i>
Semester One	
1866 Anatomy & Physiology (1.0)	(DT1110) Biosciences 1-(4cr)
1869 Dental Anatomy and Morphology (3.0)	<i>(DT1110) Biosciences 1-(4cr)</i>
1868 Health & Safety (1.0)	(DT1120) Dental Laboratory Sciences 1 (4cr)
1867 Professionalism 1 (1.0)	(DT1130) Professional Practice 1 (1 cr)
1870 Introduction to Complete Dentures (5.5)	(DT1100) Dental Technology Foundations (11cr)
1871 Introduction to Partial Dentures (4.5)	<i>(DT1100) Dental Technology Foundations (11cr)</i>
1872 Introduction to Orthodontics (4.0)	<i>(DT1100) Dental Technology Foundations (11cr)</i>
2005 Introduction to Fixed Prosthodontics (6.0 cr)	<i>(DT1100) Dental Technology Foundations (11cr)</i>
20.0	20.0
Semester Two	
2001 Fundamentals of Oral Pathology (0.5)	(DT1210) Biosciences 2 (1cr)
2000 Dental Laboratory Science (0.5)	(DT1220) Dental Laboratory Sciences 2 (4cr)
2002 Complete Dentures 1 (4.0)	(DT1240) Removable Prosthetics 1 (6cr)
2003 Partial Dentures 1 (4.0)	<i>(DT1240) Removable Prosthetics 1(6cr)</i>
3004 Fixed Prosthodontics 1 (7.5)	(DT1250) Fixed Prosthetics 1 (6cr)
2004 Orthodontics 1 (4.0)	(DT1260) Orthodontics 1 (3cr)
<i>2005 Introduction to Fixed Prosthodontics (6.0) moved to semester 1-Dent Tech Foundations</i>	
2006 Practicum 1 – Dental Technology (1.0) <i>Moved to semester 5 Practicum</i>	
20.0	20.0
Semester Three	
	(DT2320) Dental Laboratory Sciences 3 (3cr) <i>New course</i>

CURRICULUM CHANGES: Dental Technology Diploma

4000 Business Management (1.5)	(DT2330) Professional Practice 2 (1cr)
<i>3000 Professionalism 2 (0.5) moved to semester 5</i>	
3001 Complete Dentures 2 (3.5)	(DT2340) Removable Prosthetics 2 (6cr)
3002 Partial Dentures 2 (4.5)	<i>(DT2340) Removable Prosthetics 2 (6cr)</i>
4004 Fixed Prosthodontics 2 (6.5)	(DT2350) Fixed Prosthetics 2 (7cr)
3003 Orthodontics 2 (4.0)	(DT2360) Orthodontics 2 (3cr)
<i>3004 Fixed Prosthodontics 1 (7.5) moved to semester 2</i>	
20.0	20.0
Semester Four	
<i>4000 Business Management (1.5)</i>	<i>Topics moved to Semester 3 -Professional Practice 2</i>
4001 Complete Dentures 3 (3.0)	(DT2440) Removable Prosthetics 3 (8cr)
4002 Partial Dentures 3 (3.0)	<i>(DT2440) Removable Prosthetics 3 (8cr)</i>
	(DT2450) Fixed Prosthetics 3 (8cr) <i>New course</i>
4003 Orthodontics 3 (3.0)	(DT2460) Orthodontics 3 (4cr)
<i>4004 Fixed Prosthodontics 2 (6.5) Moved to semester 3</i>	
4005 Practicum 2 – Dental Technology (3.0) <i>Moved to semester 5 practicum</i>	
20.0	20.0
Program Total: 80.0 Credits	
	New Semester Five (20.0cr) ****
3000 Professionalism 2 (0.5)	(DT2530) Professional Practice 3 (1cr)
<i>2006 Practicum 1 – Dental Technology (1.0)</i>	(DT2510) Dental Technology Practicum (19cr)
<i>4005 Practicum 2 – Dental Technology (3.0)</i>	
	Program Total: 100.0 Credits

CURRICULUM CHANGES: Dental Technology Diploma

The chart below outlines the changes in the courses. It compares the current wording in the Program Content Guide and Course Outlines to the new or proposed wording, and also references any changes to course names and/or numbers.

Table 4: Comparison of old and new courses

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
Semester One			
Anatomy and Physiology (1.0 cr)	1866	To provide a science based foundation for Dental Technology and Denturist Practice. This course introduces the student to the specifics related to basic structure and function of the human body and the anatomical features and hard and soft tissues of the head and neck.	<i>Biosciences 1 (DT1110) (4.0cr)</i> <i>This course reviews anatomical features, structure and function of the human body with an emphasis on the head and neck area. Students learn basic dental terminology, annotation and anatomy; the theory and practical application related to the development and eruption of teeth and anatomical and morphological features of both the deciduous and permanent dentitions. Hard and soft tissue histology in the head and neck is introduced.</i>
Dental Anatomy and Morphology (3.0 cr)	1869	Basic dental terminology, annotation and anatomy provide the basis of the knowledge within this course. This course also provides the theory and practical application related to the development and eruption of teeth and the anatomical features of both the deciduous and permanent dentition.	<i>Biosciences 1(DT1110) (4.0cr)</i> <i>This course reviews anatomical features, structure and function of the human body with an emphasis on the head and neck area. Students learn basic dental terminology, annotation and anatomy; the theory and practical application related to the development and eruption of teeth and anatomical and morphological features of both the deciduous and permanent dentitions. Hard and soft tissue histology in the head and neck is introduced.</i>
Health and Safety (1.0 cr)	1868	This theory course is designed to address the personal and professional issues regarding health and safety for students working in the laboratory environment. Basic laboratory hygiene, infection control, WHMIS, equipment,	<i>Dental Laboratory Sciences 1 (DT1120) (4.0cr)</i> <i>This course reviews basic concepts and introduces new concepts of chemistry, microbiology and physics as they pertain to dental laboratory technology techniques, materials, instruments and equipment. Students will learn key health and safety and quality management skills.</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		and tool/chemical use and maintenance are an integral part of this course. Personal health, safety and wellness are topics designed to assist all health care workers in their particular environment.	<i>Students will learn about hygiene and health promotion to avoid infection and cross-contamination in a dental laboratory environment.</i>
Professionalism 1 (1.0 cr)	1867	This course discusses the professions within dentistry, including ethics, jurisprudence and regulation. Information also includes the principles of interpersonal communication as well as written and oral communication styles. Problem solving, time management and self-evaluation strategies are also introduced. Strategies for enhancing learning while a student are also explored.	Professional Practice 1 (DT1130) (1.0 cr) This course introduces students to the ethics, jurisprudence, regulation and scope of the various professions in dentistry. Students will learn interpersonal skills including teamwork and inter-professional collaboration, written, visual and oral communications and <i>principles of critical thinking</i> , problem-solving, self and peer evaluation <i>and decision-making</i> . <i>Students are introduced to information literacy and research skills, principles of professionalism, self-management, learning styles and study abilities.</i>
Introduction to Complete Dentures (5.5 cr)	1870	Foundation knowledge and supportive dental laboratory skills related to the fabrication of complete dentures will be introduced and practiced. The knowledge, skills and attitudes that are required during dental technology practice of: preparing and producing working casts, model duplication, fabrication of custom trays, baseplates and occlusion rims, use of central bearing devices, setting up articulators as well as the selection of moulds and	Dental Technology Foundations (DT1100) (11.0 cr) <i>In this course students will learn the foundation knowledge, laboratory skills and techniques required to support the design and fabrication of single metal fixed restorations, removable partial and complete dentures, and simple fixed and removable orthodontic appliances.</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		shades are the foundation of the theory and applied laboratory practice of this course.	
Introduction to Partial Dentures (4.5 cr)	1871	Foundation knowledge and supportive dental laboratory skills related to the fabrication of removable partial dentures will be introduced and practiced. The knowledge, skills and attitudes that are required for dental laboratory practice of: preparing and producing working casts, model duplication, fabrication of custom trays, baseplates and occlusion rims, used of central bearing devices, setting up articulator, creating clasps, as well as the selection of moulds and shades are the foundation of the theory and applied laboratory practice of this course. Students will also fabricate simple removable partial dentures.	<i>Dental Technology Foundations (DT1100) (11.0 cr)</i> <i>In this course students will learn the foundation knowledge and laboratory skills and techniques required to support the design and fabrication of single metal fixed restorations, removable partial and complete dentures, and simple fixed and removable orthodontic appliances.</i>
Introduction to Orthodontics (4.0 cr)	1872	This theory and laboratory course provides an introduction to skeletal and occlusal abnormalities and principles for orthodontic correction, as well as to the basic laboratory procedures relating to the fabrication of orthodontic study models, bending wires, clasps and bows as well as	<i>Dental Technology Foundations (DT1100) (11.0 cr)</i> <i>In this course students will learn the foundation knowledge and laboratory skills and techniques required to support the design and fabrication of single metal fixed restorations, removable partial and complete dentures, and simple fixed and removable orthodontic appliances.</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		specific simple fixed and removable orthodontic appliances.	
Introduction to Fixed Prosthodontics (6cr)	2005- moved from semester two	Foundation knowledge and supportive laboratory skills related to the fabrication of single unit metal restorations is introduced and practiced. The knowledge, skills and attitudes that are required during dental technology practice of: preparing and trimming master casts, producing custom trays, articulating casts using semi-adjustable articulators, fabrication of single unit metal restorations, and the repair of restorations are the foundation of the theory and applied laboratory practice of this course.	<i>Dental Technology Foundations (DT1100) (11.0 cr)</i> <i>In this course students will learn the foundation knowledge and laboratory skills and techniques required to support the design and fabrication of single metal fixed restorations, removable partial and complete dentures, and simple fixed and removable orthodontic appliances.</i>
Semester Two			
Fundamentals of Oral Pathology (0.5 cr)	2001	This course is designed to introduce the students to the general principles of pathology. This will include the clinical signs and symptoms and the underlying cellular changes. Particular emphasis will be placed on pathologies of the orofacial region.	<i>Biosciences 2 (DT1210) (1.0 cr)</i> <i>This course is designed to build on pre-learned oral histology and introduce principles of oral pathology. This will include decision-making about the relevance of clinical signs and symptoms and underlying cellular changes with an emphasis on pathologies of the orofacial region. Students will problem solve Temporomandibular Joint (TMJ) dysfunction and occlusal disorders as they apply to the design, fabrication, modification and repair of oral prostheses.</i>
Dental Laboratory Science	2000	To expand the science base of Dental Technology practice and to provide the student with information about oral	<i>Dental Laboratory Sciences 2 (DT1220) (4.0cr)</i> <i>This course builds on information introduced in courses in Semester One. It focuses on occlusion, Temporomandibular Joint (TMJ) and occlusal function and dysfunction related to</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
(0.5 cr)		and occlusal function and dysfunction that can be applied to the fabrication of oral prostheses. This course builds on information introduced in Semester One and focuses on occlusion, TMJ and occlusal function and dysfunction. Also included are the basic concepts of physics and chemistry as they pertain to dental prosthetics.	<i>dental appliance design and fabrication. This course also introduces students to basic concepts of Dental Computer Assisted Design and Milling techniques (CAD-CAM) and implant technique, materials, instruments, equipment and technology. Students will utilize CAD technology to design simple fixed and removable dental appliances as prescribed.</i>
Complete Dentures 1 (4.0 cr)	2002	This theory and practice course builds on the knowledge and skills introduced in Introduction to Complete Dentures in Semester One. The focus of this course is related to denture maintenance and the role of the dental technician as it relates to the oral health of the complete denture patient. Included are the laboratory skills of fabricating, polishing and finishing complete dentures, as well as the practice of repairing, relining, soft relining and rebasing dentures.	<i>Removable Prosthetics 1 (DT1240) (6.0 cr)</i> This theory and practice course builds on the knowledge, skills and techniques introduced in Dental Foundations in Semester One. The focus of this course is on removable prosthetic maintenance and the role of the dental technician as it relates to the oral health of the patient receiving a prosthetic. Included are laboratory skills of fabricating a complete denture, <i>wrought wire, acrylic removable partial dentures and cast metal removable partial dentures;</i> polishing and finishing complete and partial dentures and modifying, repairing, relining and rebasing removable prosthetics. <i>Students are assessed to level 1 production proficiency standards.</i>
Partial Dentures 1 4.0 cr)	2003	As a continuation of Introduction to Partial Dentures in Semester One, students will fabricate various wrought wire/acrylic and cast metal removable partial dentures.	<i>Removable Prosthetics 1 (DT1240) (6.0 cr)</i> <i>This theory and practice course builds on the knowledge, skills and techniques introduced in Dental Foundations in Semester One. The focus of this course is on removable prosthetic maintenance and the role of the dental technician as it relates to the oral health of the patient receiving a prosthetic. Included are laboratory skills of fabricating a complete denture, wrought wire, acrylic removable partial</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
			<i>dentures and cast metal removable partial dentures; polishing and finishing complete and partial dentures and modifying, repairing, relining and rebasing removable prosthetics. Students are assessed to level 1 production proficiency standards.</i>
Fixed Prosthodontics 1 (7.5cr)	3004-	As a continuation of Introduction to Fixed Prosthodontics, students will fabricate single unit metal restorations as prescribed. Included is the introduction to dental ceramics including characteristics and composition of porcelain, aesthetics, colour and shading, and the manipulation and firing of porcelain. Fabrication of single unit ceramo-metal restorations and the correction of dental porcelain and metal defects and faults will be practiced. This course expands upon the theory base of the previous semesters and will enhance the student's ability to design, critique and self-evaluate their laboratory prostheses. Maintenance of the previously achieved competencies will be expected.	Fixed Prosthetics 1 (DT1250) (6.0cr) moved from semester 3 As a continuation of the knowledge, skills and techniques introduced in Dental Foundations in Semester One, students will fabricate single unit metal restorations as prescribed. Students are introduced to dental ceramics including the characteristics and composition of porcelain, aesthetics, colour and shading, and the manipulation and firing of porcelain. Fabrication of single unit ceramo-metal restorations and the correction of dental porcelain and metal defects and faults are practiced. This course expands upon the theory base of the previous semester and will enhance the students' ability to design, fabricate, modify and repair, critique and self-evaluate their dental prostheses. Students are assessed to level 1 production proficiency standards.
Orthodontics 1 (4.0 cr)	2004	The theoretical knowledge and supportive laboratory skills related to the fabrication of simple fixed and removable orthodontic appliances, and their repair, will be introduced and practiced. The fabrication of removable	Orthodontics 1 (DT1260) (3.0cr) The theoretical knowledge and supportive laboratory skills related to the fabrication of simple fixed and removable orthodontic appliances, and their repair, will be introduced and practiced. The fabrication of removable Hawley retainers, removable appliances with bite planes, fixed unilateral space maintainers, bilateral space maintainers,

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		Hawley retainers, removable appliances with bite planes, fixed unilateral space maintainers, bilateral space maintainers, night guards, bleaching trays, Essix retainers and simple repairs of orthodontic appliances are the foundation of the theory and applied laboratory practice of this course.	night guards, bleaching trays, Essix retainers and simple repairs of orthodontic appliances are the foundation of the theory and applied laboratory practice of this course. Students are assessed to level 1 production proficiency standards.
Practicum 1 Dental Technology (1.0 cr) Practicum moved to Semester 5	2006	This series of observations allow students to experience the variety of dental labs, dental offices and/or UBC to enhance their understanding and appreciation for the role and scope of practice of a dental technology practitioner.	
Semester Three			
			<i>Dental Laboratory Sciences 3 (DT 2320) (3.0 cr) New course</i> <i>This course introduces students to advanced concepts of CAD-CAM and dental implant design, fabrication, modification and repair techniques, materials, instruments, equipment and technology. Students will use CAD-CAM technology to design and fabricate complex implant fixed and removable dental appliances.</i>
Business Management 1.5 credits	4000	This course begins with the basic concepts of business management including profit, loss and a method for costing production, as well as employee management and	<i>Professional Practice 2 (DT 2330) (1.0 cr)</i> <i>This course reviews, emphasizes and advances quality management skills including time and self-management and professional ethics. Students are introduced to the basic concepts of</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		relations, and concepts of marketing. This course continues by focussing on the dental technician as a business owner. Students explore personal and market factors that affect a successful business, and discuss components of a business plan. In addition, students discuss information relating to Dental Laboratory ownership and current professional issues.	<i>dental laboratory terms and conditions of employment, self-employment and business management (including profit and loss assessments, productivity and a method for costing production and legal obligations). Students explore personal and market factors that affect a successful dental laboratory business. They will incorporate and present the components of a business plan into a case presentation. Employee management and interpersonal relationships and skills are further emphasized and practiced through role play. Students apply information relating to Dental Laboratory ownership and current professional issues through active participation in classes and seminars</i>
Complete Dentures 2 (3.5cr)	3001	This theory and practical course is a continuation of Introduction to Complete Dentures and Complete Dentures 1. Fabrication of complete dentures includes mounting casts on articulators, selecting and arranging teeth, waxing up, investing, processing and finishing techniques. Various types of complete dentures and an increase of the degrees of difficulty will be included in this course. Maintenance of previously achieved laboratory skills will be expected.	<i>Removable Prosthetics 2 (DT 2340) (6.0cr)</i> <i>In this course students will fabricate various types of partial dentures, including those that are implant-supported. Cases will include removable partial and full dentures, cast metal partial dentures as prescribed to a given variety of situations and degrees of difficulty. Maxillofacial prostheses will also be discussed, including the fabrication of obturator prosthesis. Students are assessed to level 2 production proficiency standards.</i>
Partial Dentures 2 (4.5 credits)	3002	As a continuation of Introduction to Partial Dentures and Partial Dentures 1 students will fabricate cast metal partial dentures as prescribed to a given variety of situations and degrees	<i>Removable Prosthetics 2 (DT 2340) (6.0cr)</i> <i>In this course students will fabricate various types of partial dentures, including those that are implant-supported. Cases will include removable partial and full dentures, cast metal partial dentures as prescribed to a given variety of situations and degrees of difficulty. Maxillofacial prostheses will also be</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		of difficulty. Maxillofacial prostheses will also be discussed, including the fabrication of an obturator. The use of semi-adjustable articulators, facebows/earbows, and shades and moulds will be integrated into this component of learning. Maintenance of previously attained skills will be expected.	<i>discussed, including the fabrication of obturator prosthesis. Students are assessed to level 2 production proficiency standards.</i>
Fixed Prosthodontics 2 (6.5 credits)	4004	This theory and laboratory course expands upon information and techniques into the study and fabrication of multiple unit restorations as the dental technician students learns to fabricate various types of metal, ceramo/metal and all ceramic/porcelain/composite bridges. Advanced Prosthodontic techniques and prescriptions are followed.	Fixed Prosthetics 2 (DT 2350) (7.0) This theory and laboratory course expands upon information and techniques for the design and fabrication of multiple unit fixed restorations. Students learn to fabricate various types of metal, ceramo-metal and all ceramic, porcelain, composite crowns and bridges. Students apply more advanced prosthodontic techniques for implant and dental fixed prosthesis, <i>including computer assisted design and milling techniques that build on those learned in previous semesters. Dentists' prescriptions are followed. Students are assessed to level 2 production proficiency standards.</i>
Orthodontics 2 (4.0 cr)	3003	As a continuation of Introduction to Orthodontics and Orthodontics 1, students will fabricate complex fixed and removable orthodontic appliances as prescribed. This course expands upon the theory base of the previous semesters and will enhance the students ability to design appliances, problem solve and self-evaluate.	Orthodontics 2 (DT 2360) (3.0 cr) As a continuation of Introduction to Orthodontics and Orthodontics 1, students will fabricate complex fixed and removable orthodontic appliances as prescribed. This course expands upon the theory base of the previous semesters and will enhance the students' ability to design appliances, problem-solve and self-evaluate. Maintenance of the previously achieved orthodontic competencies will be expected. <i>Students are assessed to level 2 production proficiency standards.</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		Maintenance of the previously achieved orthodontic competencies will be expected.	
Fixed Prosthodontics 1 (7.5cr) moved to semester 2	3004	As a continuation of Introduction to Fixed Prosthodontics, students will fabricate single unit metal restorations as prescribed. Included is the introduction to dental ceramics including characteristics and composition of porcelain, aesthetics, colour and shading, and the manipulation and firing of porcelain. Fabrication of single unit ceramo-metal restorations and the correction of dental porcelain and metal defects and faults will be practiced. This course expands upon the theory base of the previous semesters and will enhance the student's ability to design, critique and self-evaluate their laboratory prostheses. Maintenance of the previously achieved competencies will be expected.	
Semester Four			
Business Practice Management (1.5) 4000	4000	This course begins with the basic concepts of business management including profit, loss and a method for costing production, as well as employee	

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
<i>Topics moved to Professional Practice 2 in Semester 3</i>		management and relations, and concepts of marketing. This course continues by focussing on the dental technician as a business owner. Students explore personal and market factors that affect a successful business, and discuss components of a business plan. In addition, students discuss information relating to Dental Laboratory ownership and current professional issues.	
Complete Dentures 3 (3.0 cr)	4001	This theory and practical course is a continuation of the fabrication of complete dentures integrating the degrees of difficulty. It includes the fabrication of compound cases, immediate dentures, overdentures and dentures over implants.	<i>Removable Prosthetics 3 (DT2440)(8.0cr)</i> <i>In this course, students will produce removable partial dentures with attachments and the repair, reline, rebase and extension of partial dentures. Pre-learned material is independently reviewed, studied and formally assessed through a written theory examination that supports success in practicum and on written licensing examinations after graduation.</i>
Partial Dentures 3 (3.0 cr)	4002	This theory and practical course is a continuation of the fabrication of partial dentures integrating increasing degrees of difficulty. It includes the fabrication of compound and complex cases, removable partial dentures with attachments and the repair, reline, rebase and extension of partial dentures.	<i>Removable Prosthetics 3 (DT2440) (8.0cr)</i> <i>In this course, students will produce removable partial dentures with attachments and the repair, reline, rebase and extension of partial dentures. Pre-learned material is independently reviewed, studied and formally assessed through a written theory examination that supports success in practicum and on written licensing examinations after graduation.</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		There is no replacement course in old, existing curriculum.	<i>Fixed Prosthetics 3 (DT2450) (8.0cr)</i> This is a new course. <i>This theory and laboratory course expands upon information and techniques for the design, fabrication, modification and repair of multiple unit restorations and complex prosthetics. Students learn to fabricate various types of cosmetic, metal, ceramo-metal and ceramic, porcelain, composite crowns and bridges. Students apply advanced aesthetic, prosthodontic techniques including implant-retained prosthetics. Computer assisted design and milling (CAD-CAM) techniques are applied to the fabrication of multiple unit fixed prosthesis. Dentists' prescriptions are followed.</i>
Orthodontics 3 (3.0 cr)	4003	This course expands upon the orthodontic theory and laboratory skills from the past three semesters. While expected to maintain the previously achieved orthodontic competencies, students will design, fabricate, problem solve and self-evaluate additional complex fixed and removable orthodontic appliances.	Orthodontics 3 (DT2460) (4.0cr) This course expands upon the orthodontic theory and laboratory skills from the past three semesters. While expected to maintain the previously achieved orthodontic competencies, students will design, fabricate, problem solve and self-evaluate additional complex fixed and removable orthodontic appliances. <i>Pre-learned material is independently reviewed, studied and formally assessed through a written theory examination that supports success in practicum and on written licensing examinations after graduation.</i>
Practicum 2 Dental Technology (3.0 cr)	4005	This comprehensive practical work experience is designed to allow students to practice their dental laboratory skills in the work environment. During the practicum, students will complete daily journals and evaluation reports will be completed by their mentor. Whenever	Practicum 2 moved to Semester 5 and expanded

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
		possible students will be placed in a practicum site where there is a potential for employment.	
Semester Five			
Professionalism 2 (0.5 cr)	3000	This course is a continuation of Professionalism 1. It focuses on employment options and strategies including job search skills resume preparation, interviews and work satisfaction. The goal is to prepare the student to find employment as a graduate	Professional Practice 3 (DT2530) (1.0cr) <i>Students review and practice self and peer evaluation, critical thinking, decision-making, problem solving and business practices in relation to practicum placements and career search skills. Students use journaling techniques to document practicum experiences and create artefacts for professional career portfolios. Learners will develop and maintain portfolios with artefacts as evidence of attainment of core competencies during the practicum. Interviewing and interpersonal skills are rehearsed through role play activities. Pre-learned material is independently reviewed, studied and formally assessed through a written jurisprudence examination that supports success in practicum and on written licensing examinations after graduation. Online forums assist students in linking with Dental Technology faculty, specialists and student colleagues regarding dental laboratory technology topics and issues.</i>
Practicum 1 Dental Technology (1.0 cr)	2006	This series of observations allow students to experience the variety of dental labs, dental offices and/or UBC to enhance their understanding and appreciation for the role and scope of practice of a dental technology practitioner.	Dental Technology Practicum (DT2510) (19.0cr) <i>This course involves placement and practical experience in an accredited dental laboratory supervised and assessed by Registered Dental Technology (RDT) employers trained as VCC preceptors. Students work on real cases that involve the design, fabrication, modification and repair of Fixed Prosthetics (Ceramic, Composite and Metal); Full and Partial Removable Prosthetics and Orthodontic Appliances. Students will improve skills and productivity abilities. Students will gain practical experience in Computer-Assisted Design and</i>

CURRICULUM CHANGES: Dental Technology Diploma

Current Course Name	Current Course Number	Current (old) Wording	Proposed (new) wording
			<i>Milling Technology (CAD-CAM) in all specialty areas and have the opportunity to be clinically evaluated by VCC faculty in preparation for the RDT Practical Licensing examinations after graduation. Students will be assessed to entry to practice competency and productivity levels.</i>
Practicum 2 Dental Technology (3.0 cr)	4005	This comprehensive practical work experience is designed to allow students to practice their dental laboratory skills in the work environment. During the practicum, students will complete daily journals and evaluation reports will be completed by their mentor. Whenever possible students will be placed in a practicum site where there is a potential for employment	<i>Dental Technology Practicum (DT2510) (19.0cr)</i> <i>This course involves placement and practical experience in an accredited dental laboratory supervised and assessed by Registered Dental Technology (RDT) employers trained as VCC preceptors. Students work on real cases that involve the design, fabrication, modification and repair of Fixed Prosthetics (Ceramic, Composite and Metal); Full and Partial Removable Prosthetics and Orthodontic Appliances. Students will improve skills and productivity abilities. Students will gain practical experience in Computer-Assisted Design and Milling Technology (CAD-CAM) in all specialty areas and have the opportunity to be clinically evaluated by VCC faculty in preparation for the RDT Practical Licensing examinations after graduation. Students will be assessed to entry to practice competency and productivity levels.</i>

CURRICULUM CHANGES: Dental Technology Diploma

The 2003 and 2015 Curriculum concepts are compared using the Fixed Prosthetics/Prosthodontics courses. An example of the substantive differences in curriculum concepts and course learning objectives between the old and new curriculum is demonstrated in the table below. Both sets of concepts and learning objectives are about Fixed Prosthodontics/Prosthetics but there is a difference in the depth and breadth of the concepts. Fixed Prosthetics 2 DT 2350 addresses new technologies, material and processes evident in current industry practices.

Table 5: Comparison of courses: Fixed Prosthodontics 2 DT4004 (old) to Fixed Prosthetics 2 course DT2350 (new)

	Fixed Prosthodontics 2 DT 4004 – 6.5 credits from the old curriculum	Fixed Prosthetics 2 DT 2350 - 7.0 credits from the new program.
Theory Content/Concepts:	<ol style="list-style-type: none"> 1. Equipment and Instruments 2. Materials 3. Concepts of Multiple Unit Restorations 4. Esthetics, Form and Function 5. Multiple Unit Fabrication 6. Multiple Unit Metal Restorations 7. Multiple Unit Ceramo/Metal Restorations 8. Advanced Esthetics - Ceramo/Metal and Non Metal Restorations 9. Fixed Restorations over Implants 10. Fabrication by Prescription 	<ol style="list-style-type: none"> 1. Equipment and instruments 2. Computer assisted design and computer assisted milling [CAD-CAM] 3. Implant supported restorations 4. Cosmetic dental materials 5. Metal repair techniques 6. Metal multiple unit restorations 7. Resin/metal and ceramo/metal restorations 8. Occlusion and articulation 9. Aesthetics, form and function of ceramo/metal restorations 10. Computer assisted and manual design techniques 11. Fabrication of ceramo/metal multiple unit restorations 12. Correction of porcelain faults
Learning Outcomes:	<ol style="list-style-type: none"> 1. Apply laboratory procedures and guidelines related to the use and maintenance of lab equipment and instruments used in the course. 2. Discuss the properties of the dental 	<ol style="list-style-type: none"> 1. Explain basic concepts relating to the design and fabrication of multiple unit restorations; 2. Explain aesthetics, form and function relating to multiple unit fixed

CURRICULUM CHANGES: Dental Technology Diploma

	<p>materials used for the fabrication of fixed restoration, including principles of safety and manipulation.</p> <ol style="list-style-type: none"> 3. Discuss basic concepts relating to multiple unit restorations. 4. Discuss esthetics, form and function relating to multiple unit fixed restorations. 5. Discuss principles relating to the fabrication of various types of multiple unit restorations, including temporary bridges and alternative waxing and casting techniques. 6. Discuss principles and techniques relating to the fabrication of multiple unit metal restorations. 7. Discuss principles and techniques relating to the fabrication of multiple unit ceramo/metal restoration. 8. Discuss advanced esthetic techniques for ceramo/metal restorations as well as additional types of full ceramic, porcelain and composite restorations, including principles relating to their fabrication. 9. Describe implant supported fixed restorations, including principles relating to their fabrication. 10. Fabricate multiple unit fixed restorations according to prescription. 	<p>restorations;</p> <ol style="list-style-type: none"> 3. Apply principles and techniques relating to the design and fabrication of various types of multiple unit restorations; 4. Design and fabricate temporary bridges using alternative waxing and casting techniques; 5. Apply principles and techniques relating to the design and fabrication of multiple unit ceramo/metal restorations; 6. Apply computer assisted design techniques and principles to the fabrication of fixed restorations; 7. Practice to current workplace health and safety standards including dental laboratory asepsis, and infection control; 8. Apply essential elements and skills of behavioural sciences, communications, professional ethics, legal obligations and business management to dental technology practice; 9. Make decisions that reflect critical thinking and problem solving; 10. Integrate pertinent theoretical knowledge and empirical data and information literacy skills to justify and/or revise services; 11. Perform at the Industry Production proficiency level II
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CURRICULUM CHANGES: Dental Technology Diploma

The following table provides a comparison of theory, lab and practice hours in the old and the new program demonstrating that the new program has 600 more program hours.

Table 6: A Comparison of Program Hours

Comparison of Program Hours between old and new Dental Technology Program Curriculum				
Old Program Totals	Hours	New Program Hours	Hours	Difference
Theory Hours	912 hrs	Theory Hours	747 hrs	- 165 hrs.
Lab Hours	1368 hrs	Lab Hours	1743 hrs	+ 375 hrs
Practice Experience Hours	120 hrs (4 weeks)	Practice Experience Hours	510 hrs (17 weeks)	+ 390 hrs
Total Hours	2400 hrs (80 credits)	Total Hours	3000 hrs (100 credits)	+ 600 hrs
<ul style="list-style-type: none"> • Old curriculum – 80 credits (40% theory, 60 lab and 120 hrs. practicum) • New curriculum- 100 credits (30% theory, 70% lab and 510 hrs. practicum) 				

CURRICULUM CHANGES: Dental Technology Diploma

Table 7: A comparison of the Dental Technology Program Tuition and Fees at NAIT, George Brown College and VCC's new program

	NAIT	George Brown	VCC
Program Length	2 years (20 months)	3 years (6 Semesters – 3 academic years)	Currently 2 years (20 months) Proposed 2.5 years (24 months)
Tuition & Fees	\$12,960.00 (\$180 per credit) Total credits = 72 \$12,960 Plus Books, Supplies & program fees (\$5291 + college wide fees below) Total \$ 18,251	\$7,546.00 for first two semesters \$22,638 for 6 semesters ADDITIONAL COSTS: *Amount listed is the total of tuition, materials, student service and ancillary fees for the first two semesters of the programs starting in fall 2014. Fees are subject to change for programs starting in fall 2015 and at later dates	2015 tuition is \$6,737 Proposed \$19,200
Additional Costs	NAITSA: \$120 U-Pass: \$162 Health & Dental: \$114 Rec. & Athletics: \$70 Books, Supplies & Program Fees Sem. 1: \$3,434 Sem. 2: \$300 Sem. 3: \$ 750 Sem. 4: \$ 525 Total additional costs: \$5,475	Additional costs in each year of study, including textbooks, appropriate laboratory attire and personal protective equipment. There is a refundable rental fee for some equipment on loan to the student. Total: \$ not disclosed	VCC Student Union Fee: \$130 College Initiative Fee: \$194 Laundry Fee: \$163 Student Union Health Plan Fee: \$325 Student Union Dental Plan Fee: \$310 U-Pass: \$950 Tool Kits and Hand piece \$3151 Textbooks and supplies: \$1350.00 Material Fee per year: \$230 Graduation Fee: \$41 College Resource Fee: \$269 Total: \$5,763 (current) Proposed additional fees for new program: \$6,676
Credential	Diploma	Diploma	Diploma
Courses	Level One DNTL 1110 Introduction to Dental Laboratory Skills DNTL 1121 Orofacial Anatomy DNTL 1131 Complete Dentures: Introductory Lab Skills DNTL 1141 Removable Partial Dentures: Introductory Lab Skills DNTL 1151 Fixed Prosthodontics: Introductory Lab Skills IPCD 1171 Infection Prevention and Control	Semester 1 ANAT 1010 Functional Anatomy ANAT 1038 Head and Neck Anatomy DENT 1026 Complete Denture Construction 1 DENT 1028 Dental Lab Material 1 DENT 1030 Orthodontics 1 DENT 1083 Lab Safety & Equipment COMM 1003 English Skills Or COMM 1007 College English GNED General Education Elective	The following courses are from the new curriculum Semester 1 DENT 1110 Biosciences 1 DENT 1120 Dental Laboratory Sciences 1 DENT 1130 Professional Practice 1 DENT 1100 Dental Technology Foundations Semester 2 DENT 1210 Biosciences 2 DENT 1220 Dental Laboratory Sciences 2 DENT 1240 Removable Prosthetics 1

CURRICULUM CHANGES: Dental Technology Diploma

	<p>DNTL 1231 Intermediate Complete Denture Fabrication DNTL Intermediate Removable Partial Denture Fabrication DNTL 1251 Intermediate Fixed Prosthodontics</p> <p>Level Two DNTL 2331 Advanced Complete Denture Fabrication DNTL 2341 Advanced Removable Partial Denture Fabrication DNTL 2351 Advanced Fixed Prosthodontics DNTL 2361 Preparation for Patient Care DNTL 2431 Applied Complete Denture Fabrication DNTL 2451 Applied Fixed Prosthodontics DNTL 2461 Orthodontic Laboratory Procedures IPDE Interprofessional Dental Education</p>	<p>Semester 2 DENT 1014 Crown and Bridge 1 DENT 1015 Acrylic Partial Dentures 1 DENT 1092 Complete Denture 11 DENT 1128 Dental Lab Materials 11 BIOL 1004 Microbiology and Infection Control COMM1007 College English (if necessary) GSSC 1053 Future of Health Care in Canada</p> <p>Semester 3 DENT 1108 Cast Partial Dentures 1 DENT 2001 Complete Denture 111 DENT 2002 Crown and Bridge 11 DENT 2014 Orthodontics 11 GNED General Education Elective</p> <p>Semester 4 DENT 2003 Crown and Bridge 111 DENT 2004 Cast Partial Dentures 11 DENT 2005 Complete Denture 1V DENT 2024 Orthodontics 111 DENT 2039 Oral Pathology for the Dental Tech DENT 2037 Ceramics 1</p> <p>Semester 5 DENT 3010 Complete and Partial Dentures DENT 3011 Crown and Bridge 1V DENT 3015 Ceramics 11 MGMT 2012 Applied Management Practice-Dental Lab GHUM 3003 Jurisprudence, Ethics and Professional Responsibilities</p> <p>Semester 6 DENT 3008 Specialty Pre-Graduate Lab Experience 11 DENT 3027 Fixed / Removable Implants DENT 3028 Field Placement</p>	<p>DENT 1250 Fixed Prosthetics 1 DENT 1260 Orthodontics 1</p> <p>Semester 3 DENT 2320 Dental Laboratory Sciences 3 DENT 2330 Professional Practice 2 DENT 2340 Removable Prosthetics 2 DENT 2350 Fixed Prosthetics 2 DENT 2360 Orthodontics 2</p> <p>Semester 4 DENT 2440 Removable Prosthetics 3 DENT 2450 Fixed Prosthetics 3 DENT 2460 Orthodontics 3</p> <p>Semester 5 DENT 2530 Professional Practice 3 DENT 2510 Dental Technology Practicum</p>
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CURRICULUM CHANGES: Dental Technology Diploma

Summary

In summary, the new Vancouver Community College Dental Technology program includes substantive changes to the program outcomes, course learning outcomes, course content, program hours and credits. Students will learn to use new technologies, will have expanded knowledge and skill and will have greater critical thinking and problem solving abilities. The new program prepares graduates to meet the Competency Profile adopted by the College of Dental Technicians of BC in May 2011. The comparison charts included in this document provide the evidence that this new curriculum will prepare students to practice within the current scope of practice at an entry-to-practice level.

Substantive changes have been made to the Dental Technology diploma program and these changes are required for the program to be high quality and relevant in today's practice environment.

Harriman, Rheannon AVED:EX

From: Gary Leier <GLEier@selkirk.ca>
Sent: Monday, December 7, 2015 8:44 AM
To: Brewster, Kevin AVED:EX
Subject: Mandatory Fees

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning Kevin

You have encouraged institutions that are considering new mandatory fees to include the Ministry in those conversations.

When would you like us to bring the Ministry in and who would you like me to speak with.

Thanks Kevin.

gl

GARY LEIER

V.P. College Services, CFO

Selkirk College, West Kootenay & Boundary Region

t. 250.365.1221 or 1.888.953.1133; ext. 21221 |

Confidential Fax: 250-365-1270

e. gleier@selkirk.ca

selkirk.ca



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Harriman, Rheannon AVED:EX

From: Mihlar, Fazil AVED:EX
Sent: Tuesday, December 15, 2015 4:13 PM
To: Hull, Deborah AVED:EX
Subject: FW: Ancillary Student Fee Proposal
Attachments: Kevin Brewster re ancillary fee Aug 25.pdf

We need to chat about this tomor morn...Thx .. Fazil

From: Brewster, Kevin AVED:EX
Sent: Tuesday, December 15, 2015 3:59 PM
To: Mihlar, Fazil AVED:EX
Subject: FW: Ancillary Student Fee Proposal

Hi – I think this one slipped off my radar – do we have any concerns?

From: Jon Harding [<mailto:Jon.Harding@kpu.ca>]
Sent: Tuesday, December 15, 2015 3:21 PM
To: Brewster, Kevin AVED:EX
Subject: Ancillary Student Fee Proposal

Hello Kevin,

In a letter sent earlier this year from Dr. Davis (attached), KPU requested AVED's consideration for a proposed ancillary fee for students which would cover convocation ceremonies and other strategic initiatives.

As we are currently working on our fiscal 2016/17 budget, I wanted to follow up and see if there were any questions about the proposal?

Thanks very much,

Jon



Jon Harding CPA, CA
Vice-President, Finance and Administration
Kwantlen Polytechnic University
t 604.599.2099 **f** 604.599.3456 **e** jon.harding@kpu.ca
www.kpu.ca

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MAILING ADDRESS
12666-72 Ave
Surrey, BC, Canada V3W 2M8

OFFICE OF THE PRESIDENT

Kevin Brewster
Assistant Deputy Minister and EFO
Ministry of Advanced Education
PO Box 9134, Stn Prov Govt
Victoria, BC V8W 9B5

August 25, 2015

Dear Kevin,

Further to discussions that Dr. Ferreras has had this summer with yourself and Bobbi Plecas, I would like to inform AVED of our intention to add an ancillary fee for all students in the 2016/17 budget year.

The proposed fee will be \$3.00 per credit, and the annual revenues of approximately \$850,000 will cover the costs (\$450,000 in 2014/15 including an estimated 30% overhead) of the 10 or more convocation ceremonies that KPU hosts each year. We charge no other graduation or convocation fees.

The remaining \$400,000 will allow us to attend to other strategic initiatives such as Aboriginal student recruitment, the incorporation of Universal Design principles into our curricula and facilities development and planning, and a new Mental Health strategy.

This proposal will form part of the 2016/2017 budget process which is underway, and full discussion will be undertaken with students, Senate and the Board of Governors.

I welcome any advice or opinion on this matter.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Alan Davis'.

Alan Davis, PhD
President and Vice Chancellor

CC

Bobbi Plecas, Assistant Deputy Minister, Institutions and Program Division, AVED
Dr. Salvador Ferreras, Provost and Vice President Academic, KPU
Jon Harding, Vice President Finance and Administration, KPU

Cavallin, Sandra L AVED:EX

From: Debbie Sargent <dsargent@vcc.ca>
Sent: Tuesday, December 15, 2015 11:49 AM
To: Cavallin, Sandra L AVED:EX; Cotie, Kate L AVED:EX
Cc: Kathryn McNaughton; Marlene Kowalski
Subject: Dental Tech program information
Attachments: edco-minutes-2014-02-11.pdf; Registered Dental Technicians Demographics Jan 2014.pdf

Thank you for teleconferencing with us today! Attached please find the two documents you were requesting; the minutes of the EdCo meeting where the program was approved (see pg.4-5) and the letter from the Program Advisory Committee regarding the demographics of Registered Dental Technicians in BC.

Please let me know if there is anything else you need. I look forward to hearing back early in the New Year!

Thanks again!

Debbie Sargent

Debbie Sargent
Dean, School of Health Sciences
Interim Dean, Music, Dance and Design, Hospitality and Applied Business
Vancouver Community College
1155 East Broadway, Vancouver, B.C. V5T 4V5
T: 604.871.7000, ext. 5028 | E: dsargent@vcc.ca

Find out more at vcc.ca





Vancouver Community College
EDUCATION COUNCIL

MEETING MINUTES
February 11, 2014, Room 240 DTN, 3:30-5:30 pm

Item	Topic	Speaker	Discussion
1.	Call to Order	Susie Findlay	<p>The meeting was called to order at 3:35 p.m.</p> <p>John Woudzia, VP Education and Student Services, was welcomed to the table and Robin Ryan was introduced as the new Recording Secretary.</p>
2.	Adopt Agenda	Susie Findlay	<p>Motion: Moved by Debbie Sargent and seconded THAT the agenda be adopted. *with changes*</p> <p>Changes to the agenda:</p> <ul style="list-style-type: none">• Item 5b) Interim President Doug Callbeck will give update on ESL funding instead of Vice President Access and Strategic Development Bill Radford• Item 9d) Student representative report will come from Bonnie MacKay instead of Harpal Malhi <p>All in favour of revised agenda. Motion carried.</p>
3.	Approve Past Minutes	Susie Findlay	<p>Motion: Moved by Mary Hodder and seconded THAT the minutes of January 14, 2014 be adopted.</p> <p>All in favour. Motion carried.</p>
4.	Enquiries & Correspondence		<p>Two enquiries were made by the President of Faculty Association Karen Short and received by Education Council.</p> <p>The first relates to the Qualifications of Faculty Members policy and, specifically, the associated procedures which are on this week's Policy Committee agenda. She is concerned that the procedures do not align</p>

Page 91 of 164 AED-2016-60764

Item	Topic	Speaker	Discussion
	d) VCC 2014-15 Enrolment Plan	Brian Beacham	<p>submissions. It now seems that 5-10 institutions will be chosen to speak directly to the Minister, while the rest will speak with the Deputy or his delegates.</p> <p>Today's Throne Speech focused on skills training, which suggests a heavier hand in education delivery and a focus on jobs training.</p> <p>Motion: Moved by Todd Rowlatt and seconded THAT the Board approve the VCC 2014-2015 Enrolment Plan.</p> <p>One of the major changes is that the FTE project has been rolled forward. Major adjustments have been made in consultation with Deans for anticipated enrolment. The main challenge was the unpredictability of the ESL/ELSA situation, so we have projected a continuation of this year's plan.</p> <p>Q: Are there planned cuts in this budget? A: No, the difference in FTE represents timing differences, such as a program that is going to start in a different period than originally anticipated.</p> <p>All in favour. Motion carried.</p>
6.	Committee Reports		
	a) Education Policy Standing Committee	Todd Rowlatt	Nothing to report
	b) Curriculum Standing Committee	Susie Findlay	Susie Findlay speaking for Robin Popow
	i) Early Childhood Care and Education Certificate	Tene Barber	Motion: Moved by Todd Rowlatt and seconded THAT the Curriculum Committee recommends that Education Council approve changes to the ECCE Certificate.

Item	Topic	Speaker	Discussion
	ii) Dental Technology Diploma	Louis Chow	<p>The ECCE Certificate has been in governance a few times in the past year. At the January Curriculum Committee meeting, members were satisfied with all program revisions.</p> <p>All in favour. Motion carried.</p> <p>Motion: Moved by Debbie Sargent and seconded THAT Education Council approve renewed program of Dental Technology.</p> <p>There are two key changes to the program: the integration of the 2012 College of Dental Technicians competency profile; and the addition of more practical experience and current technology to respond to the PAC and Industry recommendations.</p> <p>Q: How responsive are the proposed changes to the program renewal recommendations?</p> <p>A1: All recommendations have been addressed in the Action Plan process.</p> <p>A2: There is a parallel process taking place involving a financial review. There will be a new semester added to this program, leading to extra costs. We are working with IR and Finance to determine whether this can be labeled as a <i>new</i> program versus a renewed program, so that we can establish a new program tuition.</p> <p>Q: Will there be more credits added to the program?</p> <p>A: Yes, there will be an additional 20 credits, bringing it to 5 semesters and 100 credits.</p> <p>Q: What are the implications for fees for a revised vs. new program?</p> <p>A: If this is deemed a new program, tuition and fees could be raised</p>

Item	Topic	Speaker	Discussion
			<p>above the current 2% limit. This is an expensive program to run, so we need to review the financial aspect of the program. Another financial model will be needed for us to offer this renewed program.</p> <p>All in favour. Motion carried.</p>
	c) Appeals Standing Committee	Mary Hodder	<p>Mary Hodder was overseeing appeals for academic and non-academic matters. Now that Mary is no longer Director of Student Services, it is suggested that the Conduct Policy be revisited and the organizational structure of the appeals process be reviewed.</p> <p>Todd: A conscious distinction was made to route appeals through the Registrar's office. This was done to involve the Director of Student Services, given his role in finding fault or non-fault in investigation of student conduct. The person assigning penalties should not be the person arranging and chairing the appeal of that decision.</p> <p>Mary will meet with John Woudzia and Craig McGuigan to discuss this.</p> <p>Mary: We are adding new Student Conduct Officer who will be in a preventative education role, but also first point of contact for investigation.</p> <p>Q: What is an arbiter? A: An unbiased role for students to consult with about options, education, referrals, and explanations of student rights. The arbiter also advises Faculty and Department Heads regarding the process and student rights. The arbiter reports to Leadership on institutional impediments to justice.</p>
	d) Curriculum Approval Process	Susie Findlay	The committee has made significant progress in the development of

Item	Topic	Speaker	Discussion
	Committee		procedures and supporting documents.
	e) Orientation and Operations Ad Hoc Committee	Susie Findlay	The committee is developing a template for terms of reference for all Education Council ad hoc committees. There has been discussion on position descriptions and agreement that the committee will consolidate available information on member roles and responsibilities to be used for orientation sessions and for information prior to elections. The committee also discussed recommending that Education Council create a policy for non-credit programs.
	f) Communication Strategy Ad Hoc Committee	Susie Findlay	The committee is drafting a governance statement and is examining ways to improve communication to the VCC community. Suggestions include expanding the public website to include the governance statement, approved minutes, meeting agendas, EDCO resolutions, and new and revised policies.
	g) Program Review Ad Hoc Committee	Susie Findlay	<p>The committee discussed annual program review and the role of the proposed Program Review and Renewal Standing Committee. Subsequent discussion will focus on program renewal. The program review and renewal policy is being divided into two distinct policies.</p> <p>Q: Has the ad hoc had a chance to look the Program Renewal policy? A1: There's a place in the policy for Education Council to delegate that responsibility, and the policy can later be revised to be more specific.</p>
7.	New Business		
	a) Dental Technology Program Renewal	Debbie Sargent	<p>The action-plan has been mostly implemented and funding has been secured for CAD/CAM technology and implementation.</p> <p>Q: What is the student-to-faculty ratio in Health and Dental in post-secondary? What is it here at VCC? A: It depends because lab components can vary, but often 10-16 students. Classes can be 24-42, and clinical sizes can be 6-12.</p>

Item	Topic	Speaker	Discussion
			Deanne Bates commented that there was no CUPE consultation on this report. The policy allows for CUPE input and this needs to be adhered to in all future reports.
8.	Chair's Report	Susie Findlay	The Education Council planning session is proceeding and Dr. McGillivray has agreed to facilitate it. A conversation between Chairs resulted in the idea of policy development training so a proposal for that training to be facilitated by Dr. McGillivray is in the works. Robin Ryan has joined as Education Council Assistant.
9.	Member Reports a) Administrative Representatives b) Faculty Representatives c) Staff Representatives d) Student Representatives	Nona Coles Bonnie MacKay	We have hired a Director of Student Services, and we noticed this was not part of the business plan. The Student Union has had a number of welcome-back and student-related events. CPR recertification has been going well at Broadway campus and will move to the Downtown campus soon. Members will be hosting two town-hall meetings regarding the budget and will be working with the student leadership team.
10.	Pending Items a) Credentials - Certificates and Diplomas b) Draft Elections Manual Review	Mary Hodder Mary Hodder	
11.	Next meeting	Susie Findlay	March 11, 2014, 3:30-5:30, Broadway campus, Room 5025 Bldg A
12.	Adjournment	Susie Findlay	Meeting adjourned at 4:40pm.

ATTENDEES:	Susie Findlay (Chair) Jan Weiten Bonnie MacKay Deanne Bates Nona Coles	Todd Rowlatt Colleen van Winkel Harpal Malhi John Woudzia	Doug Callbeck (ex officio) David Branter Debbie Sargent Graham Webber	Jo-Ellen Zakoor Gurpreet Chohan Mary Hodder Greg Hamilton
REGRETS:	Robin Popow	Jasmine Watters	Kevin Kovalycsik	Brian Haugen
GUESTS:	Jim Soles	Judith McGillivray	Brian Beacham	
RECORDING SECRETARY:	Robin Ryan			

Susie Findlay, Chair
VCC Education Council



24th January, 2014

Ms. Debbie Sargent,
Dean of Health Sciences
Vancouver Community College,
1155 Broadway East,
Vancouver, BC V5T 4V5

Dear Ms. Sargent,

Re: VCC Dental Technology Program

I am writing to you as the new VCC Dental Technology Program Advisory Committee Chair. This program as you know has had its student intake reduced by 50% in recent years, from an annual intake to once every two years. Students in this program have enjoyed up to 85% employment before they graduate from the program in the years that there was an annual intake of students.

I have provided a graph from the College of Dental Technicians of BC showing the age factor of Dental Technician RDT's in BC as of March 2013. As you can see, a crisis is looming in our industry, with 25% of the Dental Technician RDT's in BC reaching the retirement age of 65 in the next 5 years, and another 34% who are between the age of 51 and 60.

We need to have our student intake restored to an annual intake to meet this challenge.

The PAC is aware of the budget restraints as discussed last week at the PAC Chair breakfast meeting. However, this program is now technically the best in Western Canada and with some help in funding to offset costs, it will be the most attractive program as well.

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Barry Morley", is written over a horizontal line.

Barry Morley
Dental Technology PAC Chair

Enc.

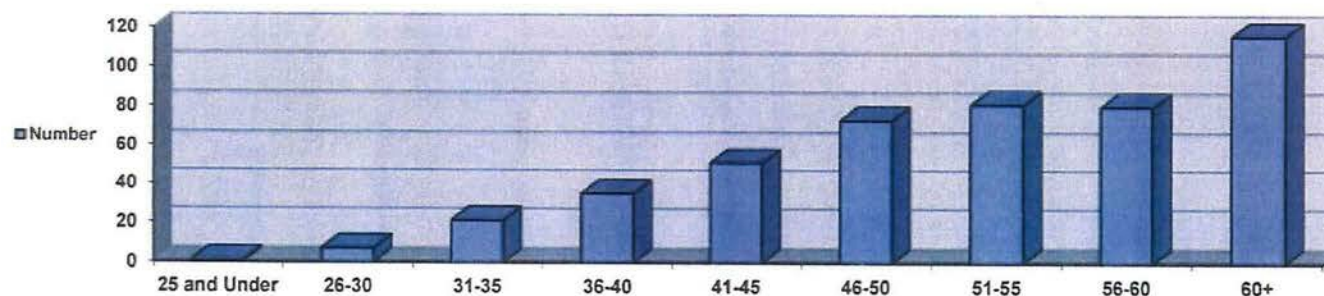
College of Dental Technicians of BC RDT Statistics – March 2013

AGE RANGE	25 and Under	26-30	31-35	36-40	41-45	46-50	51-55	56-60	60+
YEAR OF BIRTH	1988	1983 - 1987	1982 - 1978	1978 - 1973	1972 - 1968	1967 - 1963	1962 - 1958	1957 - 1953	1952
NUMBER OF RDT's	1	7	21	35	51	73	81	80	116
% OF TOTAL	0%	2%	5%	8%	11%	16%	17%	17%	25%

Number of Male RDTs= 369 = 79% Number of Female RDTs= 99 = 21%

Total Number of RDTs = 468

Graph showing age groupings



Cavallin, Sandra L AVED:EX

From: Raey-Scarcella, Vivian L AVED:EX
Sent: Friday, January 8, 2016 9:17 AM
To: Cavallin, Sandra L AVED:EX
Subject: FW: Proposed mandatory fee.
Attachments: fee proposal v3_1.docx

Thank you!!

From: Nielsen, Melanie AVED:EX
Sent: Thursday, January 7, 2016 4:01 PM
To: Raey-Scarcella, Vivian L AVED:EX
Subject: FW: Proposed mandatory fee.

Hi Vivian,

Can you please review the attached and provide me with a few bullets of your analysis? By end of day tomorrow would be great.

Thanks,
Melanie

From: Mihlar, Fazil AVED:EX
Sent: Thursday, January 7, 2016 3:58 PM
To: Nielsen, Melanie AVED:EX
Cc: Lemmer, Nicola I AVED:EX; Cameron, Tara D AVED:EX
Subject: FW: Proposed mandatory fee.

Hi Melanie: Need to review this proposed fee increase. Thx... Fazil

From: Brewster, Kevin AVED:EX
Sent: Thursday, January 7, 2016 3:54 PM
To: 'Gary Leier'
Cc: Mihlar, Fazil AVED:EX
Subject: FW: Proposed mandatory fee.

Thank you Gary – I will hand you over to Fazil Mihlar as his team will be handling proposed fees.

KB

From: Gary Leier [<mailto:GLEier@selkirk.ca>]
Sent: Thursday, January 7, 2016 3:19 PM

To: Brewster, Kevin AVED:EX
Subject: Proposed mandatory fee.

Happy new year Kevin.
Please find attached the documentation on a proposed new mandatory fee.
I am available to discuss at your convenience.
Thanks
gl

GARY LEIER
V.P. College Services, CFO
Selkirk College, West Kootenay & Boundary Region
t. 250.365.1221 or 1.888.953.1133; ext. 21221 |
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e. gleier@selkirk.ca
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New Student Services Fee Proposal

Background

Selkirk College needs to implement a new *Student Service Fee* to sustain current levels of support to students currently offered on temporary bases. These pilot projects respond to student needs in the areas of health, wellness and transition to employment.

Overview

Selkirk College is currently piloting new and enhanced services for students. These services are not currently funded through base budget operations.

In the past five years Selkirk College has seen an increase of 240% in reported student situations of mental health challenges. Pilot projects with Healthy Campus and through the Selkirk-Camosun-JIBC Disability applied research project have demonstrated positive outcomes in taking an enhanced approach in this area.

As well, post-secondary institutions are being called on to take a proactive approach in ensuring our campuses are free from sexual violence. A number of related initiatives are underway provincially and within sector organizations. It is important that Selkirk College is part of this movement and able to implement the identified best practices on our campus locations.

Enhancing the opportunities for Selkirk students to put their learning to work is a priority for the College and our students. Increased access to the Student Career Portal, where students and employers are connected for the purpose of work, is an important tool supporting this priority. Documentation of these experiences through the Co-curricular project will provide students with additional opportunity to demonstrate their education and skills.

A supplementary fee increase of 4.5% is required to provide the funding for these initiatives. Table 1 identifies current and proposed fees.

Table 1: Impact

2016/17 (Assuming 2% increase over previous year)	Proposed Domestic Student Fees
Tuition 1FTE	\$2,751.08
Current additional fees	\$343.70
Total Current tuition and supplementary fees	\$3,094.78
Proposed Fee increase	\$139.27**
Proposed fee as a percentage	4.5%
New Total, tuition and fees	\$3,234.05

**A fee increase would not change Selkirk College's fees relative to other post-secondary institutions as shown in the following Institution Rankings table.

Table 2: Institution Rankings based on 2015/16 tuition levels

2015/16 University Arts Programs: Tuition and Supplementary Fees		Tuition	Fees	Total
1	Royal Roads University	\$6,790.00	\$439.50	\$7,229.54
2	Simon Fraser University	\$5,321.70	\$231.98	\$5,553.72
3	BC Institute of Technology	\$5,350.00	\$188.74	\$5,538.78
4	University of Northern British Columbia	\$5,010.90	\$448.00	\$5,458.94
5	University of Victoria	\$5,262.00	\$164.20	\$5,426.24
6	University of British Columbia	\$4,988.10	\$209.06	\$5,197.20
7	Justice Institute of British Columbia	\$4,643.70	\$162.00	\$4,805.74
8	Thompson Rivers University	\$3,984.90	\$670.50	\$4,655.44
9	University of the Fraser Valley	\$4,100.40	\$410.10	\$4,510.54
10	Vancouver Island University	\$4,177.20	\$167.09	\$4,344.33
11	Kwantlen Polytechnic University	\$4,009.50	\$280.67	\$4,290.20
12	Emily Carr University of Art and Design	\$3,864.30	\$270.60	\$4,134.94
13	Capilano University	\$3,682.50	\$54.06	\$3,736.60
14	Okanagan College	\$3,332.22	\$348.62	\$3,680.88
15	Camosun College	\$3,218.40	\$66.48	\$3,284.92
16	Northern Lights College	\$3,060.00	\$166.01	\$3,226.05
17	College of the Rockies	\$2,591.10	\$606.90	\$3,198.04
	<i>Selkirk proposed</i>	<i>\$2,697.14</i>	<i>\$457.96</i>	<i>\$3,155.14***</i>
18	Selkirk College (current)	\$2,697.14	\$336.96	\$3,034.14
19	Douglas College	\$2,931.00	\$68.00	\$2,999.04
20	Langara College	\$2,755.50	\$167.15	\$2,922.69
21	North Island College	\$2,793.00	\$88.70	\$2,881.74
22	Northwest Community College	\$2,632.80	\$185.40	\$2,818.24
23	Vancouver Community College	\$2,526.30	\$194.05	\$2,720.39
24	College of New Caledonia	\$2,565.00	\$147.40	\$2,712.44
25	Nicola Valley Institute of Technology	\$2,423.10	\$60.00	\$2,483.14

*** 4.5 % does not change Selkirk College's relative rank

Use of Funding Generated from New Student Services Fee

The Student Services Fee will provide the required funding to:

Health and Wellness Services

- Provide needed mental health interventions, supports and educational programming. The number of Selkirk College students with mental health challenges has increased by 240% over the past five years. Disability Support and Counselling staff are currently challenged in keeping up with the student demand for their services. Instructors are looking for education and support in managing these students through their programs.
- Participate in provincial Violence Free BC initiatives to better prevent and respond to the issue of sexual violence and to implement the directions coming from this initiative

- Sustain Healthy Campus initiatives piloted with funding from external one-time grant applications. A number of these initiatives have been recognized by the provincial Healthy Campus initiative as innovative responses to mental health and/or changing cultures of substance use.
- Further our work toward outcomes from the 2015 International Healthy Campus conference in Kelowna and documented in the Okanagan Charter.
- Sustain initiatives developed through the Disability Pilot project and expand student access to these interventions and supports outside the Trades programs.
- Improve student retention rates through proactive healthy campus initiatives. Students currently identify health reasons as one of the factors leading to withdrawal.

Transition to Employment

- Students are looking for experiences that will enhance their employment opportunities.
- Selkirk recently implemented a student job portal to connect Co-op students with employers. The portal is used in conjunction with Going Global, and it brings a network of international job opportunities to students using the Portal. The portal has also been used to help international students on the Castlegar campus access employment opportunities. Successful employment efforts with international students over the last year have helped to recruit further international students to the College. We now need to expand the employment portal service to our Nelson campuses. This need is urgent for some of the Trades programs. Employers appreciate and utilize the portal because it provides them with direct access to future employees.
- Selkirk College has recently implemented a student Ambassador program to provide additional employment-related work experiences for students. Along with other leadership training, applied research projects, provision of community service, there is a real need to document these experiences as part of a well-designed co-curricular program for students. The co-curricular program will be aligned with our institutional outcomes and will provide students with learning, skills and documentation that will support their transition to employment.

Both initiatives will have an impact on space allocations at our main campus locations.

The New Student Fee

- Based on proposed 2016/17 tuition rates, the proposed new Student Services Fee would be approximately \$108 for 6 month programs, \$144 for two semester programs and \$207 for programs that extend into a third/spring semester based on a 4.5% increase.
- The new fee would apply to international and domestic students.
- The fee would not apply to Continuing education programs/courses or programs/courses that are not delivered on campus or placement site.
- The new fee does not change Selkirk College's relative position in terms of total fees.
- The above noted health, wellness and transition to employment initiatives are currently not funded. Both areas have increased in importance to students and the College in recent years.
- Student Union fees are set independently by the Selkirk College Student Union. The current fees are \$145. A Health and Dental Plan is also made available to students (mandatory for international students) at a cost of \$279 a year.
- A 2% general fee increase has been proposed to the College Board for approval for implementation on August 1/16 and has been included in the cost estimates provided above. The total fee increase would be approximately 6.6%.
- The new fee would be effective for programs starting after August 1/16.

- The fee may be “capped”. This decision will be made as part of the 2016/17 budget process

Key Messages:

- Selkirk College students deserve access to high quality services and supports that effectively respond to their needs.
- The new Student Services Fee will be allocated to sustain and enhance Health, Wellness and Transitions to Employment.
- All students paying the fee will benefit from the new/enhanced services.

Harriman, Rheannon AVED:EX

From: Natalie Walker <Natalie.Walker@kpu.ca> on behalf of Salvador Ferreras <Salvador.Ferreras@kpu.ca>
Sent: Wednesday, January 13, 2016 3:52 PM
To: Brewster, Kevin AVED:EX
Cc: Hull, Deborah AVED:EX; Salvador Ferreras
Subject: RE: KPU Laptop fees
Attachments: Decision Note_Approval for a Fee for Service for a laptop lease program for all four Design degree programs_revised_January 13 2016.docx

Hi Kevin:

Meant to get back to you yesterday but had to await the arrival of some other info which is now contained in this revised decision note.

Look forward to hearing from you.

Thanks
Sal Ferreras

From: Brewster, Kevin AVED:EX [mailto:Kevin.Brewster@gov.bc.ca]
Sent: January 12, 2016 8:38 AM
To: Salvador Ferreras
Cc: Hull, Deborah AVED:EX
Subject: RE: KPU Laptop fees

Thanks Sal – we will review at our end.

Do you know what the current and proposed lease rates are?

KB

From: Salvador Ferreras [mailto:Salvador.Ferreras@kpu.ca]
Sent: Tuesday, January 12, 2016 8:08 AM
To: Brewster, Kevin AVED:EX; Hull, Deborah AVED:EX
Subject: KPU Laptop fees

Hi Kevin and Deborah:

I need to check in with you regarding a potential cost re-allocation that we need to consider for design students. I have formatted the request in the form of a decision note and seek your advice and recommendation as to how we may best proceed here. Our basic concern is whether this ancillary cost, something already in place in one of our programs, will be acceptable to AVED.

Decision Needed: Approval for a Fee for Service for a laptop lease program for all four Design degree programs.

Background:

The graduate outcomes for all four degree programs in the Wilson School of Design (Interior, Fashion & Technology, Graphic Design for Marketing, and Product Design) require a high degree of proficiency in specialized software. Operationally, this requires the School to provide students access to the most current technology applicable to each field. This access is currently provided in three different ways, depending upon the program:

1. Laptop lease program: Interior Design students are provided with a lease package that includes a laptop, software, and on-site support; administered by Design, the students pay a 'fee for service'. An option to buy the hardware at a reduced rate is available at the end of the program. Program requirement.
2. Personal laptop: Fashion & Technology students are required to purchase their own laptop and some software. They are provided information on hardware and software requirements. Cost is dependent upon individual purchase. Program requirement. In addition, students are provided instruction and open access to two computer labs (PC) to use restricted software.
3. Computer lab provided: Graphic Design for Marketing and Product Design students are provided full access to advanced hardware and software in computer labs (Mac for Graphic Design and PC for Product Design). No fees are attached. Most students also use their own personal laptops. This is not a program requirement.

Discussion:

The current Design wing has four fully equipped computer labs (two PC and two Macs). The new building will have one fully equipped computer lab (dual platform) and teaching access to another computer lab currently used by all offerings on the Richmond campus. The decision to reduce the number of computer labs in the new building was based on a number of factors:

- The new building will have the same amount of teaching space that the current Design wing has. Given program growth and the need for space for other equipment and technology, there is simply not enough space for four fixed computer labs.
- The new building will have an increase in the amount of open collaborative space for students. This open space will offer access to technology supports (wireless, large screens for projection/collaborative work, plugs).
- The move to the new building will shift timetabling practices; teaching spaces will be shared rather than designated to specific programs to maximize classroom/studio utilization. This change requires multipurpose, flexible teaching spaces rather than fixed, single use labs.
- Students are currently wanting access to software outside of designated computer labs so they can complete their assignments where and when they chose to.
- We have negotiated access to currently restricted software through Cloud and key purchase for students using laptops; this reduces the need for fixed space.

We are proposing a move for all four programs to a laptop lease program as it provides:

- Access to the latest versions of advanced software.
- Access to hardware that can accommodate the required software.
- Access to technical support.
- Consistency in software versions so faculty and students can exchange assignments and documents.
- Reduced cost of both hardware and software because of the size of the lease purchase.
- Access to previously restricted software.
- Mobility for students.

While students purchasing their own laptops are provided clear instructions on the requirements they will need, a large number of them underestimate both hardware and software requirements and 'underpurchase' to reduce

their costs. This results in software incompatibility, frequent ‘crashes’ and loss of student work, disruptions in teaching time to deal with technical problems, and increased faculty time spent on trouble shooting. The present Academic Calendar 2015-2016 has already notified students of a possible implementation of a laptop lease program in the near future.

Options

Option 1: Maintain status quo and continue to deal with the recurring problems of incompatibility, service disruptions and limited options for students to complete their academic work.

Option 2: Move all four programs to a laptop lease program (similar to the lease program Interior Design is already engaged in), and charge a ‘fee for service’.

Recommendation:

Option 2

Note: Notification of the implementation of a laptop lease program is included in the 2015-16 Academic Calendar.

Prepared by: Carolyn Robertson Dean, Chip and Shannon Wilson School of Design and Sal Ferreras, Provost and VPA

Decision Needed: Approval for a Fee for Service for a laptop lease program for all four Design degree programs.

Background:

The graduate outcomes for all four degree programs in the Wilson School of Design (Interior, Fashion & Technology, Graphic Design for Marketing, and Product Design) require a high degree of proficiency in specialized software. Operationally, this requires the School to provide students access to the most current technology applicable to each field. This access is currently provided in three different ways, depending upon the program:

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3. Computer lab provided: Graphic Design for Marketing and Product Design students are provided full access to advanced hardware and software in computer labs (Mac for Graphic Design and PC for Product Design). No fees are attached. Most students also use their own personal laptops. This is not a program requirement.

Discussion:

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- The new building will have an increase in the amount of open collaborative space for students. This open space will offer access to technology supports (wireless, large screens for projection/collaborative work, plugs).
- The move to the new building will shift timetabling practices; teaching spaces will be shared rather than designated to specific programs to maximize classroom/studio utilization. This change requires multipurpose, flexible teaching spaces rather than fixed, single use labs.
- Students are currently wanting access to software outside of designated computer labs so they can complete their assignments where and when they chose to.
- We have negotiated access to currently restricted software through Cloud and key purchase for students using laptops; this reduces the need for fixed space.

We are proposing a move for all four programs to a laptop lease program as it provides:

- Access to the latest versions of advanced software.
- Access to hardware that can accommodate the required software.
- Access to technical support.
- Consistency in software versions so faculty and students can exchange assignments and documents.
- Reduced cost of both hardware and software because of the size of the lease purchase.
- Access to previously restricted software.

- Mobility for students.

While students purchasing their own laptops are provided clear instructions on the requirements they will need, a large number of them underestimate both hardware and software requirements and 'underpurchase' to reduce their costs. This results in software incompatibility, frequent 'crashes' and loss of student work, disruptions in teaching time to deal with technical problems, and increased faculty time spent on trouble shooting. The present Academic Calendar 2015-2016 has already notified students of a possible implementation of a laptop lease program in the near future.

Proposed lease rates are approximate as we are currently in negotiations with the vendors for both hardware and software. The proposed rates include hardware, software, and direct support based on program type. The difference in rate is due to program specific software requirements. Hardware prices are fairly constant, future fee changes would be based on changes to software to meet required curricular outcomes.

1. Laptop lease program: Interior Design students are provided with a lease package that includes a laptop, software, and on-site support; administered by Design, the students pay a 'fee for service'. An option to buy the hardware at a reduced rate is available at the end of the program. Program requirement.

Current cost = \$1150.00 per year.

Proposed: Prices stable – minor increase at most

2. Personal laptop: Fashion & Technology students are required to purchase their own laptop and some software. They are provided information on hardware and software requirements. Cost is dependent upon individual purchase. Program requirement. In addition, students are provided instruction and open access to two computer labs (PC) to use restricted software.

Current cost (based on student purchase of specifications provided by KPU and no support) = averages out to approx. \$1,100 per year

Proposed lease cost = approx. \$1,400 per year

3. Computer lab provided: Graphic Design for Marketing and Product Design students are provided full access to advanced hardware and software in computer labs (Mac for Graphic Design and PC for Product Design). No fees are attached. Most students also use their own personal laptops. This is not a program requirement.

Graphic Design for Marketing (Mac based)

Current required cost = \$0

Current spending (student initiated purchase of laptop with smaller screens and current versions of software) = averages out to approx. \$1,400.00 per year

Proposed lease cost = approx. \$1,250 per year (with additional tablet \$1,400 per year – currently under discussion)

Product Design (PC based)

Current required cost = \$0

Current spending (student initiated purchase of laptop) = averages out to approx. \$1,000.00 per year

Proposed lease cost = approx. \$1,350 per year

Note: These fees are less than the CapilanoU Bachelor of Design: Visual Communications, which charges an additional \$251.00 per credit for lab fees to cover consumables = costs of professional association memberships, colour printing, art materials kit and other tool (applied to 103 credits) + \$981.00 laptop fee for four courses + \$1,020.00 for a camera.

KPU's Graphic Design for Marketing course is also proposing an additional lab fee of \$55.00 per year to cover the cost of professional association membership (Graphic Design Canada), similar to CapilanoU. The program does not currently have lab fees to address the cost of consumables.

Options

Option 1: Maintain status quo and continue to deal with the recurring problems of incompatibility, service disruptions and limited options for students to complete their academic work.

Option 2: Move all four programs to a laptop lease program (similar to the lease program Interior Design is already engaged in), and charge a 'fee for service'.

Recommendation:

Option 2.

Note: Notification of the implementation of a laptop lease program is included in the 2015-16 Academic Calendar.

Prepared by: Carolyn Robertson, Dean, Chip and Shannon Wilson School of Design and Sal Ferreras, Provost and VPA

From: [Lemmer, Nicola I AVED:EX](#)
To: [Nielsen, Melanie AVED:EX](#)
Cc: [Raey-Scarcella, Vivian L AVED:EX](#)
Subject: RE: Proposed mandatory fee.
Date: Thursday, January 14, 2016 8:46:20 AM

Thanks for this. I thought the NIC fee was \$50 per term – can we please check that? That might be a good argument to come back to Selkirk with a \$100 figure.

Also, we do think their table ranking the tuition + fees for Arts and Science is accurate? Maybe we can audit a few. It's another important piece to show their position in the rank won't change as a result of this. It's also not showing a \$144 fee increase for Selkirk - something slightly smaller, which is odd.

From: Nielsen, Melanie AVED:EX
Sent: Monday, January 11, 2016 2:44 PM
To: Lemmer, Nicola I AVED:EX
Cc: Raey-Scarcella, Vivian L AVED:EX
Subject: RE: Proposed mandatory fee.

Hi Nicola,

Vivian and I have taken a look at this proposed fee increase and have a few concerns.

- The new Student Service Fee is proposed to be \$144 a year for full-time students. In comparison, a Learning Resource Fee equivalent to \$50 a year per full-time student was recently approved for NIC with a rationale that included the enhanced provision of some similar services.
- They've framed it as a 4.5% increase to total current tuition and fees, which is not my understanding of the intent of allowing fee increases
- With the allowable 2% tuition increase, this would mean a 6.6% increase in total costs for Selkirk students in 2016/17

However, the services they're proposing to expand from pilots with this funding – enhanced health and wellness services and transition to employment services – are in keeping with government priorities and good practices in student support services. A new fee closer to \$100 for a full-time student might be a more reasonable balance between maintaining innovative services and not unduly burdening students.

Please let me know if you need more information.

Melanie

From: Mihlar, Fazil AVED:EX
Sent: Thursday, January 7, 2016 3:58 PM
To: Nielsen, Melanie AVED:EX
Cc: Lemmer, Nicola I AVED:EX; Cameron, Tara D AVED:EX
Subject: FW: Proposed mandatory fee.

Hi Melanie: Need to review this proposed fee increase. Thx... Fazil

From: Brewster, Kevin AVED:EX
Sent: Thursday, January 7, 2016 3:54 PM
To: 'Gary Leier'
Cc: Mihlar, Fazil AVED:EX
Subject: FW: Proposed mandatory fee.

Thank you Gary – I will hand you over to Fazil Mihlar as his team will be handling proposed fees.

KB

From: Gary Leier [<mailto:GLEIER@selkirk.ca>]
Sent: Thursday, January 7, 2016 3:19 PM
To: Brewster, Kevin AVED:EX
Subject: Proposed mandatory fee.

Happy new year Kevin.
Please find attached the documentation on a proposed new mandatory fee.
I am available to discuss at your convenience.
Thanks
gl

GARY LEIER
V.P. College Services, CFO
Selkirk College, West Kootenay & Boundary Region
t. 250.365.1221 or 1.888.953.1133; ext. 21221 |
Confidential Fax: 250-365-1270
e. gleier@selkirk.ca
selkirk.ca



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This message has been scanned for viruses and dangerous content by [MailScanner](#), and is believed to be clean.

Harriman, Rheannon AVED:EX

From: Laberge, Shelly A AVED:EX
Sent: Wednesday, February 24, 2016 12:00 PM
To: Harriman, Rheannon AVED:EX
Cc: Cotie, Kate L AVED:EX
Subject: FW: KPU Laptop fees

Hi Rheannon, one more that just came in from Deb, AED-2016-60764.

Thank you.

Shelly Laberge, Office Coordinator
Strategic Policy and Planning Branch
Governance, Legislation and Strategic Policy Division
Ministry of Advanced Education
Phone: (250) 387-6166

From: Hull, Deborah AVED:EX
Sent: Wednesday, February 24, 2016 11:59 AM
To: Laberge, Shelly A AVED:EX
Subject: FW: KPU Laptop fees

From: Hull, Deborah AVED:EX
Sent: Thursday, January 14, 2016 9:51 AM
To: 'Salvador Ferreras'; Brewster, Kevin AVED:EX
Subject: RE: KPU Laptop fees

Hi Sal – I notice that the revised version contains a statement that the Graphic Design for Marketing course is also proposing an additional lab fee of \$55 per year to cover the cost of professional association membership. Is this something that KPU is considering as well?

Thanks,

Deb

From: Natalie Walker [<mailto:Natalie.Walker@kpu.ca>] On Behalf Of Salvador Ferreras
Sent: Wednesday, January 13, 2016 3:52 PM
To: Brewster, Kevin AVED:EX
Cc: Hull, Deborah AVED:EX; Salvador Ferreras
Subject: RE: KPU Laptop fees

Hi Kevin:

Meant to get back to you yesterday but had to await the arrival of some other info which is now contained in this revised decision note.

Look forward to hearing from you.

Thanks
Sal Ferreras

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]
Sent: January 12, 2016 8:38 AM
To: Salvador Ferreras <Salvador.Ferreras@kpu.ca>
Cc: Hull, Deborah AVED:EX <Deborah.Hull@gov.bc.ca>
Subject: RE: KPU Laptop fees

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Recommendation:

Option 2

Note: Notification of the implementation of a laptop lease program is included in the 2015-16 Academic Calendar.

Prepared by: Carolyn Robertson Dean, Chip and Shannon Wilson School of Design and Sal Ferreras, Provost and VPA

Harriman, Rheannon AVED:EX

From: Lemmer, Nicola I AVED:EX
Sent: Saturday, January 16, 2016 4:22 PM
To: Gary Leier
Subject: Re: Proposed mandatory fee.

9:30ish would be fine. Give me a call whenever you're free. 250-387-1950.

From: Gary Leier
Sent: Friday, January 15, 2016 10:00 PM
To: Lemmer, Nicola I AVED:EX
Subject: Re: Proposed mandatory fee.
9:30ish?

From Gary Leier

On Jan 15, 2016, at 6:43 PM, Gary Leier <gleier@selkirk.ca> <gleier@selkirk.ca> wrote:

Perfect
Gl

From Gary Leier

On Jan 15, 2016, at 3:53 PM, Lemmer, Nicola I AVED:EX <Nicola.Lemmer@gov.bc.ca> wrote:

Hi Gary, I want to apologize for not getting back to you before today. Wires got crossed on this end. Would you be available on Monday for a quick chat about this proposed fee? I can be available anytime except 11:30-1:30.

Nicola

Nicola Lemmer, Executive Director, Colleges and Skills Development Branch
Ministry of Advanced Education
Tel: 250 387-1950
Mobile: 250 413-7357

From: Gary Leier <GLEier@selkirk.ca>
Date: January 13, 2016 at 2:53:51 PM PST
To: "Fazil AVED:EX Mihlar"
<Fazil.Mihlar@gov.bc.ca>
Subject: RE: Proposed mandatory fee.

Hello Fazil
Its a busy time of the year and I am sorry to bother you.
We are heading into a high level budget meeting with our senior leaders on Friday.

I was wondering if you could offer any advice as to if we should include revenues from the proposed new fee in those discussions?

Thanks

gl

GARY LEIER

V.P. College Services, CFO

Selkirk College, West Kootenay & Boundary Region

t. 250.365.1221 or 1.888.953.1133; ext. 21221 |

Confidential Fax: 250-365-1270

e. gleier@selkirk.ca

selkirk.ca

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>>> "Mihlar, Fazil AVED:EX"

<Fazil.Mihlar@gov.bc.ca> 1/7/2016 3:58 PM >>>

Hi Gary: Will be in touch. Best ... Fazil

From: Brewster, Kevin AVED:EX

Sent: Thursday, January 7, 2016 3:54 PM

To: 'Gary Leier'

Cc: Mihlar, Fazil AVED:EX

Subject: FW: Proposed mandatory fee.

Thank you Gary – I will hand you over to Fazil Mihlar as his team will be handling proposed fees.

KB

From: Gary Leier [<mailto:GLEier@selkirk.ca>]

Sent: Thursday, January 7, 2016 3:19 PM

To: Brewster, Kevin AVED:EX

Subject: Proposed mandatory fee.

Happy new year Kevin.

Please find attached the documentation on a proposed new mandatory fee.

I am available to discuss at your convenience.

Thanks

gl

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Harriman, Rheannon AVED:EX

From: Lemmer, Nicola I AVED:EX
Sent: Friday, January 22, 2016 12:24 PM
To: 'Gary Leier'
Subject: RE: FW: Proposed mandatory fee.

Hi Gary, I just realized that I never responded. Thanks for this additional information. We are reviewing the proposal on this end and will get back to you shortly. Thanks and have a good weekend.

Nicola

From: Gary Leier [mailto:GLEier@selkirk.ca]
Sent: Tuesday, January 19, 2016 2:46 PM
To: Lemmer, Nicola I AVED:EX
Subject: Re: FW: Proposed mandatory fee.

Good afternoon Nicola.

I thought I would give you an update since our conversation.

I have spoken with Dianne Teslak at COTR

She confirms the number I sent in. In there instance it represents a student tech fee and lab fees which they average out to \$140 per student per year.

Once again the proposed fee would have us remain behind COTR both in size of fee and total student generated revenue. (fee + tuition)

The Registrar is working on speaking with the student union.

In her last conversation with them they indicated that they are supportive of the expanded services. The Registrar thinks it may be difficult for them to offer support for a new fee but she may get them to not oppose one.

Is this helpful?

Thanks

gl

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>>> "Lemmer, Nicola I AVED:EX" <Nicola.Lemmer@gov.bc.ca> 1/15/2016 3:53 PM >>>

Hi Gary, I want to apologize for not getting back to you before today. Wires got crossed on this end. Would you be available on Monday for a quick chat about this proposed fee? I can be available anytime except 11:30-1:30.

Nicola

Nicola Lemmer, Executive Director, Colleges and Skills Development Branch
Ministry of Advanced Education
Tel: 250 387-1950
Mobile: 250 413-7357

From: Gary Leier <GLEier@selkirk.ca>
Date: January 13, 2016 at 2:53:51 PM PST
To: "Fazil AVED:EX Mihlar" <Fazil.Mihlar@gov.bc.ca>
Subject: RE: Proposed mandatory fee.

Hello Fazil

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I was wondering if you could offer any advice as to if we should include revenues from the proposed new fee inn those discussions?

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>>>> "Mihlar, Fazil AVED:EX" <Fazil.Mihlar@gov.bc.ca> 1/7/2016 3:58 PM

>>>>

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From: Brewster, Kevin AVED:EX
Sent: Thursday, January 7, 2016 3:54 PM
To: 'Gary Leier'
Cc: Mihlar, Fazil AVED:EX
Subject: FW: Proposed mandatory fee.

Thank you Gary – I will hand you over to Fazil Mihlar as his team will be handling proposed fees.

KB

From: Gary Leier [<mailto:GLEIER@selkirk.ca>]
Sent: Thursday, January 7, 2016 3:19 PM
To: Brewster, Kevin AVED:EX
Subject: Proposed mandatory fee.

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Please find attached the documentation on a proposed new mandatory fee.
I am available to discuss at your convenience.
Thanks
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Harriman, Rheannon AVED:EX

From: Brewster, Kevin AVED:EX
Sent: Sunday, January 24, 2016 12:22 PM
To: Lemmer, Nicola I AVED:EX
Subject: Fw: Proposed New Fees and Other Information
Attachments: VCC Briefing Note - New Fees for Existing Programs _Student Activity Fee (Jan 21 2016).pdf; Appendix A List with programs (courses) and new fees (Jan 16 2016).pdf; Appendix B Comparative data about VCC and other PSI (Jan 18 2016).pdf; 2016_17 Consolidated Goals and Objectives Leadership Team (Jan 19 2016).docx; Academic Plan 2016-2019 updated Jan 20 2016.pdf

Importance: High

Forwarding to u as well

Sent from my BlackBerry 10 smartphone on the Rogers network.

From: kevin.brewster@gov.bc.ca
Sent: Sunday, January 24, 2016 12:20 PM
To: Sandra AVED:EX Carroll; Rodney Porter; Fazil Mihlar
Subject: Fw: Proposed New Fees and Other Information

I was sent this at 4:30 last Thursday and hadn't had a chance to look at it - I've been waiting for their proposed changes to their programming but wasn't expecting a long list of new fees.

My apologies for not getting into this and circulating on Friday

KB

Sent from my BlackBerry rry 10 smartphone on the Rogers network.

From: Marlene Kowalski
Sent: Thursday, January 21, 2016 4:33 PM
To: Brewster, Kevin AVED:EX
Subject: Proposed New Fees and Other Information

Hi Kevin,

As discussed a few week ago, we would like to introduce new fees in program areas where the tuition and fees VCC charges is much lower than similar programs being offered by other institutions. The low tuition and fees for these programs and courses do not cover the cost of program delivery, contributing to VCC's structural deficit. This is an area where we are hoping you can assist us in moving the proposal through to approval. I've attached a briefing note and fee schedule.

I am also including the 2016/17 Consolidated Goals & Objectives and the 3 year Academic Plan. I am still pulling information around space utilization.

Would you have some time tomorrow for a call so that I can provide you with an update?

Cheers

Marlene

Marlene Kowalski

VP Administration & CFO
Vancouver Community College
T: 604.871.7000 ext 7530 | E: mkowalski@vcc.ca
Find out more at vcc.ca.



VCC Key Success Drivers (KSDs) and 2016/17 Consolidated Goals, Objectives and Initiatives (January 19, 2016)

KSD #1 – Educational Quality

2016/17 Objectives	Initiatives	Responsibility	Timeline
Goal 1.1 – Deliver a superior student educational experience			
1.1.1 Conduct needs assessment and determine viability and potential of NEW programs that meet community need, provide pathways, take into consideration the labour market skills gap, and are relevant	School of Access <ul style="list-style-type: none"> Associate of Arts Degree – develop business case for a two-year program intended to provide a pathway to a degree, or to stand alone 	VP Academic/Dean	<ul style="list-style-type: none"> Business Case Mar 2016 Potential Course launch Sept 2016
	<ul style="list-style-type: none"> Associate of Science Degree – develop business case for increased course offerings at the first and second level sufficient to enable a University Transfer (UT) student to complete an Associate of Science Credential 		<ul style="list-style-type: none"> Course launch – 1st Year Jan 2017 Course launch – 2nd Year 2018/19
	<ul style="list-style-type: none"> Transfer Certificates in Environmental Resource Management, Global Environmental Systems, and Environmental Science – develop business case to increase course offerings that enable a student to access a preferred pathway into the SFU Faculty of Science 		<ul style="list-style-type: none"> Fee structure developed by Mar 2016 Letter of Understanding (LOU) by Jun 2016 Launch Sept 2016
	<ul style="list-style-type: none"> Develop business case for a base range of Adult Basic Education (ABE) Pathways, Pre-Science, Technology, Engineering & Mathematics (STEM), Pre-Trades 		<ul style="list-style-type: none"> Business Case Mar 31 2016

	School of Health Sciences and School of Music, Dance & Design/Hospitality & Applied Business <ul style="list-style-type: none"> • Pre-Health Sciences – complete governance assessment and business case 	VP Academic/Dean	<ul style="list-style-type: none"> • Sept 2017
	<ul style="list-style-type: none"> • Business/Entrepreneurship – complete needs assessment 		<ul style="list-style-type: none"> • Dec 2016
	<ul style="list-style-type: none"> • Practical Nurse Refresher Program – develop business case 		<ul style="list-style-type: none"> • Jun 2017
	<ul style="list-style-type: none"> • Licensed Practical Nurse (LPN) to Bachelor of Science in Nursing (BSN) Bridging – develop proposal 		<ul style="list-style-type: none"> • Jun 2016 • Implement Sept 2017
	<ul style="list-style-type: none"> • Bachelor of Applied Science Dental Hygiene Degree – develop curriculum 		<ul style="list-style-type: none"> • 2016/17 • Potential launch 2018
	School of Trades <ul style="list-style-type: none"> • Journeyman upgrading and Aboriginal transportation course – develop business case 	VP Academic/Dean	<ul style="list-style-type: none"> • April 2016
	<ul style="list-style-type: none"> • Aboriginal Baking and Pastry Arts – develop an implementation plan for a new Aboriginal focused program that allows students to enroll in a community based foundation course that better prepares them to ladder into a Baking & Pastry Arts program 		<ul style="list-style-type: none"> • May 2016
	Aboriginal Education <ul style="list-style-type: none"> • Develop a business case - Gladue Report Writing for Professionals 12 week stand-alone program with the intention of providing a pathway into Paralegal certificate/diploma 		<ul style="list-style-type: none"> • Business Case Sept 2016 • Potential Launch – Dec 2017
	<ul style="list-style-type: none"> • Seek to develop partnerships with Indigenous Adult and Higher Learning Association(IAHLA) institutions 		<ul style="list-style-type: none"> • Assessment Sept 2016

1.1.2 Renew programs that have not gone through renewal in the past 5 years	<ul style="list-style-type: none"> Denturist Program – develop business case 		<ul style="list-style-type: none"> Potential Launch Sept 2017
	<ul style="list-style-type: none"> Fashion Arts – currently under review 		<ul style="list-style-type: none"> Develop business case May 2016 Potential Launch Jan 2017
1.1.3 Implement programs that have gone through program renewal and/or have had minor or major changes approved through Education Council and the Board Finance and Audit Committee, and meet VCC requirements for program continuation	<ul style="list-style-type: none"> Culinary Arts – develop implementation plan for a new unified Culinary Arts Certificate that will allow students to enroll with the expectation that they will be able to complete Professions Cook 1 (PC1), Professional Cook 2 (PC2) and all work-based training hours in a single admission 	VP Academic/Dean	<ul style="list-style-type: none"> Project Manager Retained to develop plan – kickoff meeting schedule for Feb 2016 Implementation Plan Feb 2016 Program Launch – Sept 2016
	<ul style="list-style-type: none"> Computer aided design (CAD) & Building Information Modeling (BIM) renewal – develop implementation plan 		<ul style="list-style-type: none"> Complete business case Mar 2016 Launch new certificates Sept 2016 Launch new Citation spring 2017 Launch new Diploma Sept 2017
1.1.4 Identify, promote, support articulation and transferability of courses/ programs	<ul style="list-style-type: none"> Develop repository of all articulation agreements (centralized housing – in Registrar's Office with copies in Academic) – develop plan 	VP Academic/Registrar	<ul style="list-style-type: none"> Plan – Sept 2016 Implementation - 2017
	<ul style="list-style-type: none"> Determine courses and programs that would enable VCC to become a “receiving” institution and have these added to the BC Council Admissions & Transfer (BCCAT) guide 	VP Academic	<ul style="list-style-type: none"> Develop Plan March 2017
1.1.5 Create an institutional plan for development of flexible learning	<ul style="list-style-type: none"> Explore expanding afternoon/evening/weekend delivery – integrate into business cases for program renewal and new programs – develop 	VP Academic, Deans, Directors,	<ul style="list-style-type: none"> Jun 2016

	plan	Facilities, Finance	
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1.1.6 Seek Accreditation and/or external program approval status and implement strategies to fulfil accreditation requirements	<ul style="list-style-type: none"> Canadian Association of Schools of Nurses (CASN) BScN Accreditation site visit Feb 22 – 26, 2016 – findings report and recommendations will be issued after the visit Certified Dental Assisting – implement recommendations 	Dean	<ul style="list-style-type: none"> Follow up on Recommendations 2016/17
1.1.7 Review non-performing programs and develop plan for suspension and/or cancellation	<ul style="list-style-type: none"> Programs will be identified through the 3-year rolling academic review HCA Upgrader Access to Dental Hygiene for CDAs 	VP Academic	<ul style="list-style-type: none"> Throughout 2016/17
1.1.8 Develop a Scholarship and Research Initiatives Plan	<ul style="list-style-type: none"> Create an infrastructure to support scholarship and research initiatives – develop a plan 	VP Academic	<ul style="list-style-type: none"> Develop plan by Mar 2017 Implementation 2018/19
1.1.9 Develop new relevant programs for international students	<ul style="list-style-type: none"> Develop and launch two existing Post Graduate Diplomas – develop business case 	VP Academic Director International	<ul style="list-style-type: none"> Launch January 2017
1.1.10 Ensure programs have active Program Advisory Committees and effective partnership with industry/community	<ul style="list-style-type: none"> Implement a revised Program Advisory Committee (PAC) policy and ensure adequate representation – develop revised process 	Deans/Dept Heads	<ul style="list-style-type: none"> Inventory of Advisory groups and frequency of meetings by May 2016 Initiate or restructure PACs where required -2016/17

2016/17 Objectives	Initiatives	Responsibility	Timeline
Goal 1.2 – Enhanced instruction, instructional strategy and educational technology			
1.2.1 Develop an on-line educational technology strategy	<ul style="list-style-type: none"> Expand course design using the Moodle Platform - develop a strategy for increasing program delivery on Moodle (priority of courses, content, instructional design and 	VP Academic/Deans/CI D/IT	<ul style="list-style-type: none"> On-line Strategy Working Group has been formed Strategy in place by

	consistent look and feel of courses) – including training <ul style="list-style-type: none"> • Create a framework around online course development for faculty 		Dec 2016
	<ul style="list-style-type: none"> • Open Education Resources and e-text books – develop a strategy and plan 		<ul style="list-style-type: none"> • Pilot starting Jan 2016 • Plan developed by Sept 2016
1.2.2 Identify new educational technologies and software that could be supported and resourced	<ul style="list-style-type: none"> • Identify types of technology that should be supported in the classroom • Ensure program curriculum is modified to support new software that is current and relevant – develop a rollout plan • Develop and implement strategies around Simulation and Inter-professional Education (IPE) in Health 		<ul style="list-style-type: none"> • Inventory Current Technology in Classrooms both hardware and software – Dec 2016 • Develop plan – Mar 2017 • Implement simulation and IPE strategies Sept 2016
1.2.3 Continue to develop the Learning Commons concept	<ul style="list-style-type: none"> • Work with advisory committee to confirm long term objectives, timeline, capital plan at the Downtown and Broadway campuses 		<ul style="list-style-type: none"> • Planning session to be scheduled by Mar 2016 • Plan developed by Jun 2016

KSD #2 – Operational Excellence

2016/17 Objectives	Initiatives	Responsibility	Timeline
Goal 2.1 – Develop efficient systems and collaborative communication			
2.1.1 Evaluate current functions/processes in order to streamline, reduce manual input and duplication	<ul style="list-style-type: none"> • Resource and complete Data Integrity project for position control and web time entry Phase I • Develop implementation Plan for Phase II of Web time entry system 	VP Admin & CFO/Payroll/HR	<ul style="list-style-type: none"> • Plan in place by April 2016 • Plan by May 2016
	<ul style="list-style-type: none"> • Develop plan and implement an 	IT	<ul style="list-style-type: none"> • Plan in place by Jun

	Electronic Document Management system		2016
	<ul style="list-style-type: none"> Develop plan for implementing electronic signature system/process 	IT/Procurement	<ul style="list-style-type: none"> Plan in place by Jun 2016
	<ul style="list-style-type: none"> Develop implementation plan to improve Help Desk Software functionality 	IT	<ul style="list-style-type: none"> Plan in place by Jun 2016

	<ul style="list-style-type: none"> Develop project plan to improve Banner data quality, expand statistical reporting and implement of new functionality 	Registrar/Working Group	<ul style="list-style-type: none"> Phase I to develop a plan for data cleanup – Apr 2016 Form Banner Working Group – Apr 2016 Full implementation Sept 2018
	<ul style="list-style-type: none"> Develop plan and implement curriculum management software that will house all course outlines, program content guides and approvals 	VP Academic/VP Admin & CFO/IT	<ul style="list-style-type: none"> Planning kick-off Feb 2016 Implementation by Mar 31 2016
	<ul style="list-style-type: none"> Develop plan to consolidate and streamline admission and registration processes 	Registrar/Working Group	<ul style="list-style-type: none"> Mar 2017 Full implementation Sept 2018
	<ul style="list-style-type: none"> Evaluate and streamline Bookstore processes 	VP Admin & CFO	<ul style="list-style-type: none"> Apr 2016
	<ul style="list-style-type: none"> Review and develop project plan to streamline process for procurement, receipt of goods and reporting 	VP Admin & CFO/Procurement /Finance	<ul style="list-style-type: none"> Sept 2016
2.1.2 Evaluate technology refresh/leasing options	<ul style="list-style-type: none"> Evaluate leasing option from such providers as Macquarie Equipment Finance Ltd. to ensure on-going IT technology refresh 	VP Admin & CFO/IT	<ul style="list-style-type: none"> Apr 2016
2.1.3 Identify, Evaluate, Recommend and Implement software applications to increase efficiencies	<ul style="list-style-type: none"> Fully implement Event Management Software (EMS) – develop plan 	IT/Facilities/Registrar	<ul style="list-style-type: none"> Project Manager retained – kick-off meeting Jan 2016 Implementation by

			Mar 2017
	<ul style="list-style-type: none"> Assess financial report writer and analyzer tools options – make recommendations and develop implementation and training plan for the utilization of the software and modules 	VP Admin & CFO/IT/Finance	<ul style="list-style-type: none"> Mar 2017

2016/17 Objectives	Initiatives	Responsibility	Timeline
Goal 2.2 – Ensure a safe student and working environment			
2.2.1 Ensure compliance with WorkSafe BC and other Safety Regulations	<ul style="list-style-type: none"> Implement changes as required under new legislation for chemical substances (e.g. used in chemistry classes) 	OH&S/HR	<ul style="list-style-type: none"> As per regulations timeline
2.2.2 Emergency Management	<ul style="list-style-type: none"> Ensure faculty and staff have appropriate training to enable them to respond effectively in emergency situations – develop a training plan 	Director Security	<ul style="list-style-type: none"> Sept 2016
	<ul style="list-style-type: none"> Develop plan and implement emergency mass notification system 	Director Security/Director Facilities/IT	<ul style="list-style-type: none"> Plan by Feb 2016 Implementation by May 2016
2.2.3 Physical Security Services	<ul style="list-style-type: none"> Complete procurement RFP for security contract – current contract expires June 2016 	Procurement/ Director Security	<ul style="list-style-type: none"> Proponent Selection by Apr 2016
2.2.4 Infrastructure	<ul style="list-style-type: none"> Upgrading key security infrastructure (i.e. key scan, CCT, access control) 	Director Security/Facilities	<ul style="list-style-type: none"> Apr 2016

2016/17 Objectives	Initiatives	Responsibility	Timeline
Goal 2.3 – Deliver superior student services			
2.3.1 Review, update and implement the 2016/17 phase of the Student Services Strategic Plan	<ul style="list-style-type: none"> Identify and successfully implement the 2016/17 component of the Student Services Strategic Plan 	VP Academic/Director, Student Services	<ul style="list-style-type: none"> Mar 2017
2.3.2 Increase Student Services Office Visibility	<ul style="list-style-type: none"> Increase profile within the college community for all students 	VP Academic/Director, Student Services	<ul style="list-style-type: none"> Mar 2017

2016/17 Objectives	Initiatives	Responsibility	Timeline
Goal 2.4 – Maximize our campus facilities and resources			
2.4.1 Assess Space Requirements and Utilization	<ul style="list-style-type: none"> Conduct needs assessment based on enrolment forecast and develop space utilization plan for all campuses 	VP Admin/VP Academic/Deans/Directors/Facilities	<ul style="list-style-type: none"> Mar 2017
2.4.2 Develop Fitness Facility Plan	<ul style="list-style-type: none"> Reassess fitness facilities project and make recommendations 	Director Facilities	<ul style="list-style-type: none"> Mar 2017

2016/17 Objectives	Initiatives	Responsibility	Timeline
Goal 2.5 – Develop a high performing college team			
2.5.1 Implement an enhanced performance management system	<ul style="list-style-type: none"> Review performance appraisal and evaluation processes for all employee groups and develop an enhanced performance management system – develop plan 	HR	<ul style="list-style-type: none"> Develop monitoring and training plan timeline Sept 2016
2.5.2 Enhance staff orientation process	<ul style="list-style-type: none"> Develop a robust staff orientation process – develop a plan/process 	HR	<ul style="list-style-type: none"> Mar 2017
	<ul style="list-style-type: none"> Develop an Aboriginal Advisor Handbook and Department Handbook 	Aboriginal Education	<ul style="list-style-type: none"> Mar 2017
2.5.3 Increase overall level of employee engagement	<ul style="list-style-type: none"> Conduct a college wide employee engagement survey Develop a comprehensive plan for addressing employee engagement based on survey results 	HR	<ul style="list-style-type: none"> Fall 2016 Mar 2017
2.5.4 Review Organizational Structure and Assess human resource requirements	<ul style="list-style-type: none"> Review and update job descriptions and department requirements to ensure staffing levels are adequate and meet budgetary targets Optimize position/role effectiveness and efficiency 	HR/All Departments	<ul style="list-style-type: none"> Mar 2017
2.5.5 Assess employee needs and develop a training plan	<ul style="list-style-type: none"> Provide customer service excellence training for front line, finance, registrar and student services staff Coordinate the development of a formal training program with key departments 	HR/Departments	<ul style="list-style-type: none"> Mar 2017

2016/17 Objectives	Initiatives	Responsibility	Timeline
Goal 2.6 – Review, Develop and Communicate Policies			
2.6.1 Review/develop/update and implement policies	<ul style="list-style-type: none"> Review, update and develop policies in all areas 	VP Admin & CFO/VP Academic	<ul style="list-style-type: none"> Mar 2017

KSD #3 – Financial Stability and Sustainability

2016/17 Objectives	Initiatives	Responsibility	Timeline
Goal 3.1 – Implement our financial strategy			
3.1.1 Meet our domestic and international enrolment targets	<ul style="list-style-type: none"> Provide monthly/quarterly enrolment reports for departments to monitor progress 	Registrar/Director IR	<ul style="list-style-type: none"> Apr 2016
3.1.2 Meet our financial budget targets	<ul style="list-style-type: none"> Provide monthly/quarterly financial reports for departments to monitor progress 	VP Admin & CFO/Director Finance	<ul style="list-style-type: none"> Apr 2016
	<ul style="list-style-type: none"> Develop three year procurement strategy for recurring needs to increase value/saving for the college 	Director Procurement	<ul style="list-style-type: none"> Dec 2016

2016/17 Objectives	Initiatives	Responsibility	Timeline
Goal 3.2 – Achieve our long term growth strategy			
3.2.1 Execute the integrated planning cycle and process	<ul style="list-style-type: none"> Complete and implement 2016/17 Integrated Business plan 	VP Admin & CFO	<ul style="list-style-type: none"> Mar 2017
	<ul style="list-style-type: none"> On-going tracking and reporting out on 2016/17 goals and objectives progress 	VP Admin & CFO	<ul style="list-style-type: none"> Mar 2017
	<ul style="list-style-type: none"> Review VCC vision and values and revise to be more relevant –develop plan and timeline 	VP Admin & CFO	<ul style="list-style-type: none"> Dec 2016
3.2.2 Develop Facilities Master Plan	<ul style="list-style-type: none"> Develop plan (including timeline) to create a campus/facilities master plan 	VP Admin & CFO	<ul style="list-style-type: none"> Mar 2017
2016/17 Objectives	Initiatives	Responsibility	Timeline
Goal 3.3 – Grow our commercial services revenue			

3.3.1 Identify additional sources of revenue generation	<ul style="list-style-type: none"> Explore commercial services revenue generation options 	VP Admin & CFO	<ul style="list-style-type: none"> Mar 2017
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2016/17 Objectives	Initiatives	Responsibility	Timeline
Goal 3.4 – Deliver environment leadership			
3.4.1 Implement VCC's Environmental Sustainability Strategy	<ul style="list-style-type: none"> Implement the Strategic Energy Management Plan and reduce energy consumption by 20% from 2010 to 2017 	Director Security Environment	<ul style="list-style-type: none"> Mar 2017
	<ul style="list-style-type: none"> Implement the Waste Management Plan and increase waste diversion to 90% by 2017 	Director Security Environment	<ul style="list-style-type: none"> Dec 2016

KSD #4 – Reputation Management

2016/17 Objectives	Initiatives	Responsibility	Timeline
Goal 4.1 Increase Brand awareness of VCC			
4.1.1 Improve Signage/Wayfinding	<ul style="list-style-type: none"> Install signage on building B at Broadway campus 	Director Marketing /Facilities	<ul style="list-style-type: none"> Oct 2016
4.1.2 Develop branding strategy	<ul style="list-style-type: none"> Develop branding plan and initiatives 	Director Marketing	<ul style="list-style-type: none"> Mar 2017
4.1.3 Increase Public Engagement	<ul style="list-style-type: none"> Develop a social media plan 	Director Marketing	<ul style="list-style-type: none"> Apr 2016
	<ul style="list-style-type: none"> Set fundraising priorities 	Director Foundation	<ul style="list-style-type: none"> Apr 2016

2016/17 Objectives	Initiatives	Responsibility	Timeline
Goal 4.2 Improve Internal and External Communications			
4.2.1 Develop internal communications program	<ul style="list-style-type: none"> Develop and implement the practice of communication toolkits to ensure college issues are communicated consistently throughout the college 	Director Marketing	<ul style="list-style-type: none"> Mar 2017
4.2.2 Develop external communications	<ul style="list-style-type: none"> Develop a stakeholders' relations plan 	Directors	<ul style="list-style-type: none"> Nov 2016

strategy	(VCC Foundation, Alumni, Aboriginal Organizations/Groups, Education and Student groups)	Marketing/ Foundation/ Aboriginal Education	
	<ul style="list-style-type: none"> Develop Continuing Studies and Contract Training publicity campaign 	Marketing Continuing Studies	<ul style="list-style-type: none"> Dec 2016

2016/17 Objectives	Initiatives	Responsibility	Timeline
Goal 4.3 Improve recruitment and retention processes			
4.3.1 Develop student recruitment strategic plan	<ul style="list-style-type: none"> Increase VCC's presence through recruitment activities for programs, course-based and apprenticeship registrations Improve operational effectiveness of the team Build a sales presentation that engages people and promotes VCC's benefits 	Director Marketing	<ul style="list-style-type: none"> Sept 2016
4.3.2 Develop new recruitment campaign	<ul style="list-style-type: none"> Develop plan that is an extension of "We built this city" 	Director Marketing	<ul style="list-style-type: none"> Mar 2017

KSD #5 – Business Development

2016/17 Objectives	Initiatives	Responsibility	Timeline
Goal 5.1 Develop new partnerships and collaboration			
5.1.1 Strategy for improving processes in Continuing Studies	<ul style="list-style-type: none"> Streamline process and procedures in Continuing Studies 	VP Strategic Partnerships	<ul style="list-style-type: none"> Mar 2017
5.1.2 Expand dual programming options by partnering with more School Boards in the lower mainland	<ul style="list-style-type: none"> Consider new dual credit programming options – e.g. Hair Design, Health Care Assistant, Pre Health Sciences 	VP Strategic Partnerships	<ul style="list-style-type: none"> Mar 2017
5.1.3 Expand Continuing Studies programming	<ul style="list-style-type: none"> Implement 3-Year Program review and renewal plan 	VP Strategic Partnerships	<ul style="list-style-type: none"> Mar 2017
5.1.4 Implement a New Contract Training Strategy	<ul style="list-style-type: none"> Set strategic focus – develop plan 	VP Strategic Partnerships	<ul style="list-style-type: none"> Sept 2016

Academic Year 2016-17				Academic Year 2017-18	Academic Year 2018-19
School	Goal	Key Success Drivers	Initiatives	Initiatives	Initiatives
CORE ACTIVITY # 1: TEACHING					
Trades	Deliver a superior student educational experience	Educational Quality	Conduct needs assessment: <ul style="list-style-type: none"> • Journeyman upgrading, contract training and transportation course for Aboriginal students Implement programs that have gone through program renewal: <ul style="list-style-type: none"> • New Culinary Arts Certificate 	<ul style="list-style-type: none"> • Develop and pilot new courses arising from the needs assessment • Complete transition to new Culinary Arts curriculum • Open cafeteria in ECUAD in September 2017 • Look into offering Culinary Arts through CS in the evenings/weekends 	<ul style="list-style-type: none"> • Revise and continue new program offerings • Expand Culinary arts through CS • Possible Quizine model at BCIT
Trades	Enhanced instruction, instructional strategy and educational technology	Educational Quality	Develop an on-line educational technology strategy: <ul style="list-style-type: none"> • Expand course design using Moodle • Create an on-line course development framework • Develop a plan for Open Education Resources and e-text books 	<ul style="list-style-type: none"> • Transition to on-line text books • Complete the 5 hours per week for on-line work for all Trade offerings 	Review and revise
Trades	Maximize campus facilities and resources	Educational Quality, Operational Excellence	Develop space utilization plan to expand international enrolment	<ul style="list-style-type: none"> • Deliver afternoon programming in ACR and AST diplomas • Add one more international Baking diploma 	Maintain offerings
Access	Deliver a superior student educational experience	Educational Quality	Conduct needs assessment and determine viability of new programs including Associate of Arts/Science, Transfer Certificates into Faculty of Environment (SFU) and Pre-STEM Diploma and ABE Pathways	Develop and deliver 2nd year Arts courses required to satisfy an Associate of Arts Degree, preparatory pathways Certificates, pre-STEM qualifying courses Biology, Chemistry and Physics and Transfer Certificates into SFU	Develop and deliver 2nd year Science courses required to satisfy an Associate of Science Degree
Access	Deliver a superior student educational experience	Educational Quality	Identify, promote, support articulation and transferability of courses & programs in EAL Pathways for academic destinations and Occupation Specific Language requirements	Secure new Transfer agreements for Pathways level 8 and develop OSLT off-ramps in collaboration with professional and licensing bodies	Develop Moodle content for English and Math offerings (Intermediate through Advanced level)
Access	Enhanced instruction, instructional strategy and educational technology	Educational Quality	Develop an on-line educational strategy for preparing students to enter into upgrading programming, including assessment preparation and career and study skills planning	Bring CCA computer training and capacity back to Broadway campus adjunct to main offerings and develop Moodle content for all English and Math Skills courses	
Health	Deliver a superior student educational experience	Educational Quality	Continue development of new programs: <ul style="list-style-type: none"> • Pre-Health Sciences Program • Bachelor of Applied Sciences in Dental Hygiene degree • LPN to BScN Bridging Program 	Conduct needs assessment: <ul style="list-style-type: none"> • Practical Nursing Refresher program • LPN to BScN Bridging program 	Conduct needs assessment for a new Health Care Refresher program

Academic Year 2016-17				Academic Year 2017-18	Academic Year 2018-19
School	Goal	Key Success Drivers	Initiatives	Initiatives	Initiatives
Health	Renew programs that have not gone through renewal in the past 5 years	Educational Quality	Denturist program	Implement new Denturist program Sep 2017	
Health	Implement recommendations arising from program renewal	Educational Quality	<ul style="list-style-type: none"> Dental Technology Health Care Assistant (regular and ESL based) Certified Dental Assisting (onsite & distance) 	Continue work on program renewal actions	
Health	Implement strategies to fulfil accreditation requirements	Educational Quality	<ul style="list-style-type: none"> BScN program Certified Dental Assisting Occupational/Physical Therapist Assistant 	<ul style="list-style-type: none"> Denturist program - apply for renewed accreditation Prepare for site visit for Occupational/Physical Therapist Assistant program 	
Health	Review non-performing programs and develop plan for suspension or cancellation	Educational Quality	<ul style="list-style-type: none"> Cancel HCA Upgrader Cancel Access to Dental Hygiene for CDAs 		
Health	Enhanced instruction, instructional strategy and educational technology	Educational Quality	<ul style="list-style-type: none"> Enhance simulation experience for students Implement an Interprofessional Education strategy 	<ul style="list-style-type: none"> Continue work on enhanced simulation lab Build on Interprofessional Education Plan 	
Music, Dance & Design	Deliver a superior student educational experience	Educational Quality	Conduct needs assessment: <ul style="list-style-type: none"> Digital Graphic Design Diploma Piano Technician Bank Instrument Technician 		
Music, Dance & Design	Renew programs that have not gone through renewal in the past 5 years	Educational Quality	Programs to be renewed: <ul style="list-style-type: none"> Music Diploma Music Degree CAD and BIM Diploma Hair Design 		
Music, Dance & Design	Implement recommendations arising from program renewal	Educational Quality	Implement program renewal recommendations for: <ul style="list-style-type: none"> CAD and BIM certificates Legal Admin Assistant 		
Music, Dance & Design	Seek accreditation status	Educational Quality	CAD and BIM - apply for accreditation with external accrediting body		
Hospitality & Applied Business	Deliver a superior student educational experience	Educational Quality, Business Development	Major program development: <ul style="list-style-type: none"> Develop proposal for Executive Cohort of the Hospitality Degree Complete needs assessment for a Business/Entrepreneur program 	<ul style="list-style-type: none"> Implement and revise Executive Cohort of the Hospitality Degree Plan, develop and implement Business/Entrepreneur program(s) 	Refine Business/Entrepreneur program(s)

Academic Year 2016-17				Academic Year 2017-18	Academic Year 2018-19
School	Goal	Key Success Drivers	Initiatives	Initiatives	Initiatives
Continuing Studies	Deliver a superior student educational experience	Educational Quality, Business Development	Implementation of 3-Year Growth Plan <ul style="list-style-type: none"> • Revision and renewal of existing programs • Development of new programs • Implement Contract Training strategy • Development of Creative Hub - open lab/ event space to be shared by various creative programs 	Implementation of 3-Year Growth Plan <ul style="list-style-type: none"> • Revision and renewal of existing programs • Development of new programs • Implement Contract Training strategy • Consolidate and promote Creative Hub 	Implementation of 3-Year Growth Plan <ul style="list-style-type: none"> • Revision and renewal of existing programs • Development of new programs • Implement Contract Training strategy • Consolidate and promote Creative Hub
Continuing Studies	Enhanced instruction, instructional strategy and educational technology	Educational Quality	Implement 3-Year Growth Plan: <ul style="list-style-type: none"> • Development of online courses • Training instructors in online delivery • Strengthen instructor support 	Implement Plan online course development and instructor training plan identified in 2016/17	<ul style="list-style-type: none"> • Development of online courses • Training instructors in online delivery • Strengthen instructor support
Continuing Studies	Deliver a superior services	Operational Excellence, Reputation Management	<ul style="list-style-type: none"> • Simplify CS online registration process • Redesign of CS landing pages • Review and renewal of recruitment, admission and registration practices • Provision of customer service training to staff 	<ul style="list-style-type: none"> • Active promotion of CS online registration • Further refinement of CS landing pages • Provision of enhanced customer service training to staff • Remodeling of CS Registration Area into a new contemporary CS &CT Welcome Centre 	Review and revise of CS registration processes and customer service
School of Instructor Education	Deliver a superior student educational experience	Educational Quality	• Create a framework for online course development for faculty	Implement and revise online delivery	Implement and revise online delivery
School of Instructor Education	Develop new partnerships and collaboration	Financial Stability, Business Development	<ul style="list-style-type: none"> • Increase outreach and number of students, connect with potential contracts, develop continuous intake courses • Investigate national and international partnerships 	Follow through on partnerships identified	Follow through on partnerships identified
Centre for Instructional Development	Deliver a superior student educational experience	Educational Quality	• Development of Learning Commons & Centre for Teaching & Learning	Roll out Learning Commons and Centre for Teaching & Learning initiative	Refresh and enhance Learning Commons and Centre for Teaching & Learning
Centre for Instructional Development	Enhanced instruction, instructional strategy and educational technology	Educational Quality	• Develop an on-line educational technology strategy	<ul style="list-style-type: none"> • Develop Moodle support strategy for faculty • Improve CID website 	Build on on-line delivery
Vice President Academic	Deliver a superior student educational experience	Educational Quality	<ul style="list-style-type: none"> • Identify academic structure that supports student success • Identify, promote, support articulation and student transferability of courses/programs 	Continue to work on the goals identified for 2016/17	Continue to work on the goals identified for 2016/17

Academic Year 2016-17				Academic Year 2017-18	Academic Year 2018-19
School	Goal	Key Success Drivers	Initiatives	Initiatives	Initiatives
Vice President Academic	Enhanced instruction, instructional strategy and educational technology	Educational Quality	<ul style="list-style-type: none"> • Develop an online education technology strategy 	<ul style="list-style-type: none"> • Expand course design using Moodle platform • Implement Open Education Resources and e-text book strategy • Implement plan to introduce new education technology that could be supported and resourced 	Refine and revise Education Technology goals
Vice President Academic	Maximise campus facilities and resources	Operational Excellence	<ul style="list-style-type: none"> • Conduct needs assessment based on enrolment forecast and develop space utilization plan for all campuses • Review, update and develop education policies 	<ul style="list-style-type: none"> • Implement and refine Space Utilization Plan • Complete review of education policies 	<ul style="list-style-type: none"> • Implement and refine Space Utilization Plan • Complete review of education policies
Institutional Research	Update/redevelop Enrolment Planning process	Operational Excellence	Develop a new Enrolment Planning tool that incorporates Enrolment planning and timetabling to enable accurate tuition, Faculty FTE and Student FTE calculations		
Aboriginal Education	Deliver a superior student educational experience	Educational Quality Reputation Management	<ul style="list-style-type: none"> • Determine feasibility of new program/courses that address the needs of Aboriginal communities; Aboriginal Baking & Pastry Arts, Gladue reporting writing for Professionals 12 • Explore new Partnerships with Indigenous Adult & Higher Learning Association (IAHLA) institutions 	Develop and pilot new programs and courses; Gladue Report Writing for Professionals & Aboriginal Baking & Pastry Arts in rural community; continue to explore new partnerships with IAHLA members	Determine feasibility of new programs/courses needs identified by the Aboriginal community
International Education	Deliver a superior student educational experience	Educational Quality	Academic Schools will work with the International Education Department to support and grow the delivery and program offerings for International students	Strengthen and drop international program offerings	Strengthen and drop international program offerings
CORE ACTIVITY # 2: STUDENT SERVICES/ REGISTRAR					
Registrar's Office	Develop efficient systems and collaborative communication	Operational Excellence, Financial Stability & Sustainability	Review and reconfigure appropriate Banner structure and leverage functionality to improve overall efficiency and effectiveness. Improve overall BI capabilities to allow for greater data driven decision making. Reduce manual processes.	Continue Banner project work	Continue Banner project work

Academic Year 2016-17				Academic Year 2017-18	Academic Year 2018-19
School	Goal	Key Success Drivers	Initiatives	Initiatives	Initiatives
Registrar's Office	Identify, promote, support articulation and transferability of courses/programs	Operational Excellence, Reputation Management	Develop repository of all articulation agreements to be housed in the Registrar's Office and VP Academic Office		
Registrar's Office	Deliver superior student services	Operational Excellence	<ul style="list-style-type: none"> Continue to develop the "Student First" initiative Ongoing cross training and reconfiguration of Downtown office space 	Evaluate success of "Student First" initiative, adapt and revise if required	
Student Services	Deliver superior student services	Operational Excellence	<ul style="list-style-type: none"> Implement Student Life at VCC Develop a plan for Career Services at VCC Develop a Mental Health & Wellness Strategy Develop a Student Academic Pilot system Develop prospective students tracking plan Develop orientation videos 	Follow through on initiatives identified for 2016/17	Revise, adapt and enhance new initiatives developed and implemented
Student Services	Process improvements	Operational Excellence	<ul style="list-style-type: none"> Review and revise Student Services policies Develop operational manuals 	<ul style="list-style-type: none"> Review and revise Student Services policies Develop operational manuals 	Revise and enhance process improvements
Student Services	Align with professional best practices	Operational Excellence	<ul style="list-style-type: none"> Promote and support engagement with external specialists' organizations in every Student Services division 	<ul style="list-style-type: none"> Promote and support engagement with external specialists' organizations in every Student Services division 	<ul style="list-style-type: none"> Promote and support engagement with external specialists' organizations in every Student Services division
Student Services	Data collection in support of measuring and evaluating Student Services efficiency and effectiveness	Operational Excellence	<ul style="list-style-type: none"> Implement the use of Clockworks in Disability Services and Counselling 	Review and enhance new data collection initiatives	Evaluate success of new systems
Student Services	Increase Assessment Centre revenue and efficiency	Operational Excellence, Financial Stability & Sustainability	<ul style="list-style-type: none"> Consolidate all assessment activity institutionally with the Assessment Centre Seek external assessment partnerships 	<ul style="list-style-type: none"> Review and enhance centralised assessment activity Seek and revise external assessment partnerships 	Review and revise
Student Services	Explore shared service delivery opportunities	Operational Excellence, Financial Stability & Sustainability	Explore shared service deliveries strategies developed by Interpreting Services and Assessment Centre	Develop agreements and plans to implement new shared service deliverables	Review and revise shared service arrangements
Student Services	Enhance faculty knowledge of student conduct and disabilities issues	Educational Quality	<ul style="list-style-type: none"> Develop orientation information for faculty 	Revise and enhance faculty orientation training and information	Review and revise
CORE ACTIVITY # 3: LIBRARY AND LEARNING CENTER					

Academic Year 2016-17				Academic Year 2017-18	Academic Year 2018-19
School	Goal	Key Success Drivers	Initiatives	Initiatives	Initiatives
School	Goal	KSD	Initiatives	Initiatives	Initiatives
Library & Learning Center	Deliver a superior student educational experience	Educational Quality	<ul style="list-style-type: none"> • Continue to develop Learning Commons concept and develop an implementation plan • Expand digital lending library • Continue to assess integrated service pilots 	<ul style="list-style-type: none"> • Implement Learning Commons short and long term goals • Continue to assess integrated service pilots • Develop a plan for wireless printing 	<ul style="list-style-type: none"> • Continue to assess integrated service pilots • Implement wireless printing plan
CORE ACTIVITY # 4: APPLIED RESEARCH					
Vice President Academic	Enhanced instruction, instructional strategy and educational technology	Educational Quality	<ul style="list-style-type: none"> • Maintain current and new research partnerships • Introduce research related workshops 	<ul style="list-style-type: none"> • Develop and maintain research opportunities 	Creation of additional infrastructure e.g. research officer

Appendix A – List with programs (courses) and new fees

Org	Programs / Courses	Material Fee	Lab Fee	Shop Fee
	Automotive Programs			
4301	Auto Collision Repair Technician			\$ 617
4303	Automotive Service Technician			\$ 460
4304	Heavy Mechanical Trades Foundation			\$ 830
4306	Automotive Collision and Refinishing Diploma - International			\$ 2,270
4314	Auto Collision Repair Technician Apprentice			\$ 562
4315	Commercial Transport Vehicle Mechanic Apprentice			\$ 710
4315	Heavy Duty Mechanic Apprentice			\$ 835
4316	Automotive Service Technician Apprentice			\$ 479
4321	Auto Refinishing Prep Technician			\$ 843
4322	Auto Paint & Refinishing Technician Apprenticeship			\$ 134
4323	Auto Refinishing Prep Technician Apprenticeship			\$ 134
4324	Automotive Glass Technician Apprenticeship			\$ 54
4325	Auto Refinishing Prep Technician (incl. High School)			\$ 1,011
4328	Automotive Service Technology Diploma - International			\$ 1,143
	Culinary Programs			
5301	Baking and Pastry Arts - Artisan Baking	\$ 514		
5301	Baking & Pastry Arts - Artisan Baking (ESL)	\$ 966		
5301	Baking and Pastry Arts - Pastry	\$ 96		
5303	Baking & Pastry Arts - Pastry (ESL)	\$ 130		
5305	Baking & Pastry Arts (Baker) Apprentice	\$ 346		
5403	Culinary Arts Certificate (Professional Cook 1)	\$ 937		
5404	Culinary Arts (Professional Cook 1 - ESL)	\$ 816		
5405	Culinary Arts Certificate (Professional Cook 2)	\$ 641		
5501	Asian Culinary Arts	\$ 771		
5708	Culinary Arts (Cook) Apprentice	\$ 462		
	Health Programs			
5002	Health Care Assistant - ESL		\$ 1,936	
5005	Pharmacy Technician		\$ 2,000	
5076	Occupational/Physical Therapist Assistant		\$ 1,250	
5102	Certified Dental Assisting		\$ 1,129	
5104	Dental Reception Coordinator		\$ 1,193	
5115	Certified Dental Assisting (Distance Delivery)		\$ 1,193	
5116	Health Care Assistant		\$ 1,936	
5117	Medical Laboratory Assistant		\$ 2,446	
	Other Programs			
5202	Hair Design	\$ 615		
4403	Digital Graphic Design Certificate	\$ 1,050		
1500	BC Provincial Instructor Diploma	\$ 510		
4601	Legal Administrative Assistant	\$ 966		
4602	Medical Office Assistant	\$ 1,104		
4612	Administrative Assistant	\$ 1,564		
	Music Diploma		\$ 1,120	
	Bachelor of Applied Music-Classical Concentration-Instrument or Composition		\$ 1,120	

Appendix A – List with programs (courses) and new fees

Org	Programs / Courses	Material Fee	Lab Fee	Shop Fee
	CF & UT			
BIOL 0861	Biology 11 - Part 1		\$ 72	
BIOL 0871	Biology 11 - Part 2		\$ 72	
BIOL 0983	Biology 12 - Part 1		\$ 72	
BIOL 0993	Biology 12 - Part 2		\$ 72	
CHEM 0861	Chemistry 11 - Part 1		\$ 72	
CHEM 0871	Chemistry 11 - Part 2		\$ 72	
CHEM 0983	Chemistry 12 - Part 1		\$ 72	
CHEM 0993	Chemistry 12 - Part 2		\$ 72	
BIOL 1100	Biology 1		\$ 258	
BIOL 1120	Human Anatomy and Physiology		\$ 258	
BIOL 1200	Biology 2		\$ 258	
BIOL 1220	Human Anatomy and Physiology 2		\$ 258	
CHEM 1121	Chemistry 1		\$ 258	
CHEM 1223	Chemistry 2		\$ 258	
PHYS 1100	Physics 1		\$ 258	
PHYS 1200	Physics 2		\$ 258	
3366	ESL Pathways Advanced Certificate		\$ 576	
3366	ESL Pathways Certificate		\$ 864	
CPEN 0882	Academic Orals Skills 3		\$ 90	
CPEN 0885	Academic Writing 3		\$ 90	
CPEN 0886	Academic Reading 3		\$ 90	
CPEN 0992	Academic Oral Skills 4		\$ 90	
CPEN 0995	Academic Writing 4		\$ 90	
CPEN 0996	Academic Reading 4		\$ 90	

Appendix B – Comparative data about VCC and other PSI

Automotive Programs	VCC Current Fees	Total (New) VCC Fees	Douglas College	Northern Lights	Okanagan College	BCIT	Selkirk College
Student Activity Fee	\$ -	\$ 26	\$ 35	\$ 65	\$ 30	\$30 - \$1,500	\$20 - \$56
		Per term	Per term	Per term	Per term	Per year - varies with program and seems to be approximately 4% of tuition in most cases. Described as “Other Fees” covers Learning Resource Fee, Building Fee, Student Services fee, BCIT ID Card, Coverall Fee and Capital Levy	Per term dependent on program and the number of courses taken

Appendix B – Comparative data about VCC and other PSI

Org	Automotive Programs	VCC Current Total Tuition and Other Fees	Recommended Shop Fee (for the entire duration)	Total (New) VCC Fees	Okanagan College	University of the Fraser Valley	Kwantlen Polytechnic University	BCIT	Thompson Rivers University	Vancouver Island University
4301	Auto Collision Repair Technician	\$ 4,283	\$ 617	\$ 4,900	\$ 4,861	\$ 5,617		\$ 6,044		
4303	Automotive Service Technician	\$ 5,340	\$ 460	\$ 5,800		\$ 5,742	\$ 5,364	\$ 4,340		
4304	Heavy Mechanical Trades Foundation	\$ 4,770	\$ 830	\$ 5,600				\$ 5,126	\$ 4,686	\$ 5,589
4306	Automotive Collision and Refinishing Diploma - International	\$ 27,710	\$ 2,270	\$ 29,980						
4314	Auto Collision Repair Technician Apprentice	\$ 1,518	\$ 562	\$ 2,080	\$ 2,674					
4315	Commercial Transport Vehicle Mechanic Apprentice	\$ 2,670	\$ 710	\$ 3,380						
4315	Heavy Duty Mechanic Apprentice	\$ 3,065	\$ 835	\$ 3,900				\$ 3,821	\$ 3,886	\$ 3,048
4316	Automotive Service Technician Apprentice	\$ 2,901	\$ 479	\$ 3,380		\$ 3,233	\$ 3,174	\$ 3,509		
4321	Auto Refinishing Prep Technician	\$ 2,657	\$ 843	\$ 3,500	\$ 2,972			\$ 3,741		
4322	Auto Paint & Refinishing Technician Apprenticeship	\$ 386	\$ 134	\$ 520	\$ 486					
4323	Auto Refinishing Prep Technician Apprenticeship	\$ 386	\$ 134	\$ 520						
4324	Automotive Glass Technician Apprenticeship	\$ 206	\$ 54	\$ 260	\$ 243					
4325	Auto Refinishing Prep Technician (incl. High School)	\$ 2,489	\$ 1,011	\$ 3,500						
4328	Automotive Service Technology Diploma - International	\$ 28,837	\$ 1,143	\$ 29,980						

Appendix B – Comparative data about VCC and other PSI

Org	Culinary Programs	VCC Current Total Tuition and Other Fees	Recommended Mat Fee (for the entire duration)	Total (New) VCC Fees	Okanagan College	Vancouver Island University	Pacific Institute of Culinary Arts	Art Institute of Vancouver
5301	Baking and Pastry Arts - Artisan Baking	\$ 5,686	\$ 514	\$ 6,200	\$ 5,984	\$ 5,510	\$ 21,610	
5301	Baking & Pastry Arts - Artisan Baking (ESL)	\$ 1,534	\$ 966	\$ 2,500				
5301	Baking and Pastry Arts - Pastry	\$ 6,104	\$ 96	\$ 6,200	\$ 5,984	\$ 5,510	\$ 21,610	
5303	Baking & Pastry Arts - Pastry (ESL)	\$ 8,974	\$ 130	\$ 9,104				
5305	Baking & Pastry Arts (Baker) Apprentice	\$ 1,454	\$ 346	\$ 1,800		\$ 420		
5403	Culinary Arts Certificate (Professional Cook 1)	\$ 3,863	\$ 937	\$ 4,800		\$ 4,029	\$ 21,590	\$ 12,915
5404	Culinary Arts (Professional Cook 1 - ESL)	\$ 6,488	\$ 816	\$ 7,304				
5405	Culinary Arts Certificate (Professional Cook 2)	\$ 1,759	\$ 641	\$ 2,400		\$ 3,186		\$ 12,915
5501	Asian Culinary Arts	\$ 2,229	\$ 771	\$ 3,000				
5708	Culinary Arts (Cook) Apprentice	\$ 1,788	\$ 462	\$ 2,250		\$ 629		

Appendix B – Comparative data about VCC and other PSI

Org	Health Programs	VCC Current Total Tuition and Other Fees	Recommended Lab Fee (for the entire duration)	Total (New) VCC Fees	Okanagan College	Vancouver Island University	Camosun College	College of the Rockies	North Island College	University of the Fraser Valley	College of New Caledonia	Douglas College	Vancouver College of Dental Hygiene (private)	Kwantlen Polytechnic University	CDI (private)	Capilano University	Sprott Shaw (private)
5002	Health Care Assistant - ESL	\$ 4,430	\$ 1,936	\$ 6,366													
5005	Pharmacy Technician	\$ 3,780	\$ 2,000	\$ 5,780													
5076	Occupational/Physical Therapist Assistant	\$ 8,033	\$ 1,250	\$ 9,283													
5102	Certified Dental Assisting	\$ 4,871	\$ 1,129	\$ 6,000	\$ 4,839	\$ 4,805	eck the web	\$ 3,953		\$ 6,245	\$ 3,677	\$ 6,900	\$ 38,800				
5104	Dental Reception Coordinator	\$ 2,407	\$ 1,193	\$ 3,600													
5115	Certified Dental Assisting (Distance Delivery)	\$ 7,102	\$ 1,193	\$ 8,295													
5116	Health Care Assistant	\$ 3,104	\$ 1,936	\$ 5,040	\$ 3,123				\$ 3,420		\$ 4,255	\$ 5,530		\$ 5,100	\$ 10,504	\$ 3,400	\$ 8,445
5117	Medical Laboratory Assistant	\$ 2,654	\$ 2,446	\$ 5,100			\$ 5,355										

Appendix B – Comparative data about VCC and other PSI

Org	Other Programs	VCC Current Total Tuition and Other Fees	Recommended Mat/Lab Fee (for the entire duration)	Total (New) VCC Fees	University of the Fraser Valley	Kwantlen Polytechnic University	Douglas College	London School	Blanche McDonald	Vancouver Island University	Langara College	Selkirk College
1500	BC Provincial Instructor Diploma	\$ 3,990	\$ 510	\$ 4,500	VCC has non-exclusive rights to this program and we are the only PSI that offers it in the province currently							
4403	Digital Graphic Design Certificate	\$ 3,981	\$ 1,050	\$ 5,031	\$ 9,433					\$ 10,343	\$ 8,125	\$ 9,245
4601	Legal Administrative Assistant	\$ 2,294	\$ 966	\$ 3,260		\$ 4,811	\$ 6,172					
4602	Medical Office Assistant	\$ 2,679	\$ 1,104	\$ 3,783			\$ 6,172					
4612	Administrative Assistant	\$ 3,789	\$ 1,564	\$ 5,353		\$ 6,415	\$ 6,172					
5202	Hair Design	\$ 7,885	\$ 615	\$ 8,500				\$ 12,165	\$ 14,500	\$ 4,100		
	Music Diploma	\$ 7,029	\$ 1,120	\$ 8,149		\$ 7,587						
	Bachelor of Applied Music-Classical Concentration-Instrument o	\$ 8,469	\$ 1,120	\$ 9,589		\$ 9,683						

Appendix B – Comparative data about VCC and other PSI

Org	College Foundation and University Transfer	VCC Current Total Tuition and Other Fees	Recommended Lab Fee (for the entire duration)	Total (New) VCC Fees	Douglas College	Kwantlen Polytechnic University	Alexander College	Coquitlam College
BIOL 0861	Biology 11 - Part 1	\$ 451	\$ 72	\$ 523				
BIOL 0871	Biology 11 - Part 2	\$ 451	\$ 72	\$ 523				
BIOL 0983	Biology 12 - Part 1	\$ 451	\$ 72	\$ 523				
BIOL 0993	Biology 12 - Part 2	\$ 451	\$ 72	\$ 523				
CHEM 0861	Chemistry 11 - Part 1	\$ 451	\$ 72	\$ 523				
CHEM 0871	Chemistry 11 - Part 2	\$ 451	\$ 72	\$ 523				
CHEM 0983	Chemistry 12 - Part 1	\$ 451	\$ 72	\$ 523				
CHEM 0993	Chemistry 12 - Part 2	\$ 451	\$ 72	\$ 523				
BIOL 1100	Biology 1	\$ 499	\$ 258	\$ 757	\$ 613	\$ 806	\$ 1,114	\$ 1,205
BIOL 1120	Human Anatomy and Physiology	\$ 499	\$ 258	\$ 757	\$ 613	\$ 806	\$ 1,114	\$ 1,205
BIOL 1200	Biology 2	\$ 499	\$ 258	\$ 757	\$ 613	\$ 806	\$ 1,114	\$ 1,205
BIOL 1220	Human Anatomy and Physiology 2	\$ 499	\$ 258	\$ 757	\$ 613	\$ 806	\$ 1,114	\$ 1,205
CHEM 1121	Chemistry 1	\$ 499	\$ 258	\$ 757	\$ 613	\$ 806	\$ 1,114	\$ 1,205
CHEM 1223	Chemistry 2	\$ 499	\$ 258	\$ 757	\$ 613	\$ 806	\$ 1,114	\$ 1,205
PHYS 1100	Physics 1	\$ 499	\$ 258	\$ 757	\$ 613	\$ 806	\$ 1,114	\$ 1,205
PHYS 1200	Physics 2	\$ 499	\$ 258	\$ 757	\$ 613	\$ 806	\$ 1,114	\$ 1,205
3366	ESL Pathways Advanced Certificate	\$ 4,087	\$ 576	\$ 4,663				
3366	ESL Pathways Certificate	\$ 5,836	\$ 864	\$ 6,700				
CPEN 0882	Academic Orals Skills 3	\$ 533	\$ 90	\$ 623				
CPEN 0885	Academic Writing 3	\$ 533	\$ 90	\$ 623				
CPEN 0886	Academic Reading 3	\$ 533	\$ 90	\$ 623				
CPEN 0992	Academic Oral Skills 4	\$ 533	\$ 90	\$ 623				
CPEN 0995	Academic Writing 4	\$ 533	\$ 90	\$ 623				
CPEN 0996	Academic Reading 4	\$ 533	\$ 90	\$ 623				



BRIEFING NOTE

DATE: January 21, 2016

ISSUE: New Mandatory Material, Shop & Lab Fees for existing programs and implementation of a new Student Activity Fee in support of health and wellness and student life at VCC

BACKGROUND:

Since September 2005 the Government of British Columbia has capped the allowable annual domestic tuition and mandatory fees increase at 2%. Institutions are only able to increase tuition fees when a program has gone through a major renewal and is substantially different from the previous program offered. This has resulted in 40 programs and 24 courses where the tuition and fees that VCC charges is much lower than similar programs being offered at other Institutions. The low tuition and fees for these programs and courses do not cover the cost of program delivery, contributing to VCC's structural deficit.

As a result, VCC has gone through an extensive review of the tuition and fees being charged for programs/courses and identified those that are considerably lower than what is being charged at other institutions. These program/courses have a significant material, shop and lab component that VCC has not been charging for. Therefore, this is an opportunity for VCC to bring its tuition and fees in alignment with other institutions offering similar programs/courses.

Throughout the process Deans and Department Heads were extensively consulted on the type of fees and amount to be charged. The goal was to stay at the mid-point for most programs and courses compared to what other institutions were charging. This would keep VCC price competitive while generating approximately \$1.3 million (for a full year) in additional revenue.

The other new fee VCC would like to introduce is the Student Activity Fee. Student surveys have continually highlighted the lack of student life related activities at VCC. This is something that most other institutions offer and levy a fee as a way to provide a budget for the activities. The absence of student life related activities, events, outings as well as indoor and outdoor recreation for VCC students undermines the recruitment and retention of students. Appendix B provides comparative data on Student Activity Fees at other Post-Secondary Institutions (PSI's).

DISCUSSION:

Material Fee

Materials fee would be charged for Culinary Programs, Hair Design and others. This would cover replacement of small wares, cost of running the kitchens, breakage of glasses, dishes and bowls, other consumable items.

Shop Fee

Shop fee would be charged for Automotive Programs. This would cover such items as rags, gloves, brake clean, cleaning solutions, parts breakage, overhaul and rebuild kits that are used when rebuilding engines, transmissions, alternators, welding tips, gas and wires, paint, masking paper, tape, gloves, rags and earplugs and body filler.

Lab Fee

Lab fee would be charged for Health Programs. Health programs require significant lab time using equipment such as beds, lifts, wheelchairs, simulation equipment and other specialized equipment. All of these pieces of equipment have maintenance and replacement costs. Similarly, dental students spend a large percentage of time in the dental clinic using equipment that requires maintenance and replacement; for example, chairs, lights, ultrasonic sterilizers, and radiographic equipment.

Lab fee charge for College Foundations (CF) & University Transfer (UT) courses

- The UT Lab Science courses have a specific demand of approximately 100 hours of Lab Demonstrator support time per section. Some courses may only require 40-50 hours while others need at least 130 hours of Lab Demonstrator support time. This fee would cover some of the cost associated with the Lab Demonstrator support time.
- For UT Pathway and EAP courses the fee would cover the cost to accommodate specific computer lab and/or audio lab requirements of students in the Language Studies areas. These areas require dedicated computer/audio labs with specific software requirements.

Appendix A lists all programs with proposed new mandatory Material, Shop & Lab Fees.

Student Activity Fee

Campus student life activities at college campuses contribute to a vibrant welcoming environment that enhances recruitment and supports retention. Student life activities support students to foster personal connections and lifelong wellness habits. In addition to fitness and recreational activities, a fee would permit VCC Student Services to sponsor regular performances and arts events targeted to our student audience. The fee would permit VCC to collaborate with community partners to present forums and panel discussions on issues of relevance to our local community. VCC would charge a nominal fee of \$26.00 a term for all students, independently of their full time equivalency or program of study. Given issues of isolation, students in the Heavy Duty programs at VCC's Annacis Island Campus would be exempt.

RECOMMENDATION:

THAT the Ministry of Advanced Education approve the new Material, Shop and Lab fees as proposed in Appendix A.

And;

A Student Activity Fee of \$26.00 a term for all students with the exemption of students in the Heavy Duty Programs at the Annacis Island Campus.

ATTACHMENTS:

Appendix A – List with programs/courses and new fees

Appendix B – Comparative data about VCC and other Post-Secondary Institutions

PREPARED BY: Marlene Kowalski, VP Administration & CFO

DATE: January 21, 2016

Harriman, Rheannon AVED:EX

From: Natalie Walker <Natalie.Walker@kpu.ca>
Sent: Monday, February 1, 2016 3:53 PM
To: Hull, Deborah AVED:EX; Hodges, Nell AVED:EX
Cc: Cubitt, Fiona AVED:EX
Subject: RE: Message for Dr. Ferreras - re: laptop

Good afternoon,

Please find below the information that you requested, as presented by the Dean, The Chip and Shannon Wilson School of Design.

a. If not purchased from KPU, the cost to students for the hardware and software?

Leased Laptop Program

The lease price for the Mac lease program would be approximately* \$4,000 over the four years. This is comprised of approximately \$3,200.00 for hardware plus the cost for software, resulting in an approximate cost to students of \$1,000.00 per year. This price also includes on-site, one-on-one support service for both hardware and software. The lease price for the PC lease program are comparable.

Student Bought Laptop Program

For student to buy the comparable hardware and software (required for coursework), students would have to pay approximately \$5,600.00 minimum (in one lump sum). As a private purchase, students do not have access to support for either hardware maintenance or software updates.

b. Buy-out at the end of the lease and program for students?

The buy-out cost at the end of the lease is approximately \$400-\$450.00. This purchase includes the hardware and operating system.

* Cost is dependent upon rate of Canadian dollar, timing, and length of lease. It includes warranty.

Notes:

As part of the leased laptop program, KPU currently provides:

- Microsoft Office package
- Adobe Cloud – full version
- Antivirus software
- In house service program
- Imaging, maintenance, and software updates
- Specialized software, depending upon the program

For a student to purchase the Adobe Cloud – full version, they must pay a 12 month lease at \$40.00 plus a month – minimum cost is \$480.00 per year.

At this time, students are not necessarily spending the amount I have provided when purchasing privately. This is the crux of the problem. To save money, they most often under buy, hence the problems outlined in my initial memo, including inability to meet curricular goals, hardware and software incompatibility, crashes that result in loss of student work and the loss of classroom teaching time, and inability to maintain currency and professional standards.

Please let me know if you have further questions.

Regards,
Natalie



Natalie Walker

Confidential Assistant, Office of the Provost & Vice President, Academic &
Executive Secretary to Senate
Kwantlen Polytechnic University
t [604.599.2984](tel:604.599.2984) e Natalie.Walker@kpu.ca
www.kpu.ca

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Please note, all Kwantlen email addresses and url's have been changed recently. Please update your records accordingly.

From: Hull, Deborah AVED:EX [<mailto:Deborah.Hull@gov.bc.ca>]
Sent: January 29, 2016 2:09 PM
To: Natalie Walker
Cc: Cubitt, Fiona AVED:EX
Subject: RE: Message for Dr. Ferreras - re: laptop

Hi Natalie,

Could you send this information to Nell Hodges when you have it? s.22 after today so won't be around for a few weeks.

Thanks very much,

Deb

From: Natalie Walker [<mailto:Natalie.Walker@kpu.ca>]
Sent: Tuesday, January 26, 2016 1:29 PM
To: Hull, Deborah AVED:EX
Subject: Message for Dr. Ferreras - re: laptop

Good afternoon,

We have received your message and are confirming the following for you –

- a. If not purchased from KPU, the cost to students for the hardware and software
- b. Buy-out at the end of the lease and program for students

Please let me know if you need anything further and we will be in contact soonest with this information.

Regards,



Natalie Walker

Confidential Assistant, Office of the Provost & Vice President, Academic &
Executive Secretary to Senate

Kwantlen Polytechnic University

t [604.599.2984](tel:604.599.2984) e Natalie.Walker@kpu.ca

www.kpu.ca

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DMO-Deputy Min

Referral Slip for ID: 101681

2016/02/17

Log Type: Letter	Action: INFO/FILE	Due: 2016/02/10
Batch:	Subaction:	

Dr. Salvador Ferreras, Provost and Vice President
Academic
Kwantlen Polytechnic University
12666 - 72 Avenue
Surrey, BC, V3W2M8

Written: 2016/02/02 Resp Type:
Received: 2016/02/02 Entered By: (burnett)
Due: 2016/02/10
Interim:
Signed:
Closed: 2016/02/17 Sign By:
File No.:

RECEIVED - Original
2016/02/17

Address To: ADM Fazil Mihar, I&P Div

Issue: Tuition Fees

Copy To: Min--Wilkinson, DM-Carroll, ADM Brewster, Alan Davis, Jon Harding

X-Ref:

Branch Rsp: SPP-StrategicPolicyandPlanBr

Drafter:

MLA: Bains, Harry (BC NDP)

Electoral Dist: Surrey-Newton

Subject

sharing KPU's intention to add an ancillary fee for all students in the 2016/17 budget year - \$3.00 per credit and annual revenues of approximately \$850,000 will assist funding new strategic initiatives

Attachments

Title: 101681 Ferreras INCOMING

Version: 1 Last Update: 2016/02/17

File: 101681 ferreras incoming.msg

Referral DMO-Deputy Min -> DMO-Deputy Min

From: DMO-Deputy Min	Sent: 2016/02/17	Status: Completed	Ref Action: INFO/FILE
To: DMO-Deputy Min	Received: 2016/02/17	Reason:	Subaction:
Assign To:	Completed: 2016/02/17	Due: 2016/02/10	File No.:

Referral DMO-Deputy Min -> DMO-Deputy Min -> DMCRU-MinCorrespReschUnit

From: DMO-Deputy Min	Sent: 2016/02/17	Status: Completed	Ref Action: INFO/FILE
To: DMCRU-MinCorrespReschUnit	Received:	Reason:	Subaction:
Assign To:	Completed: 2016/02/17	Due: 2016/02/10	File No.:

Referral DMO-Deputy Min -> DMO-Deputy Min -> DMCRU-MinCorrespReschUnit -> SPP-StrategicPolicyandPlanBr

From: DMCRU-MinCorrespReschUnit	Sent: 2016/02/17	Status: Completed	Ref Action: INFO/FILE
To: SPP-StrategicPolicyandPlanBr	Received:	Reason:	Subaction:
Assign To:	Completed: 2016/02/17	Due: 2016/02/10	File No.:

Referral Comments

2016/02/17 DMCRU-MinCorrespReschUnit - Fwd to Susan Brown for Info/File

Burnett, Teresa M AVED:EX

101681

From: AVED Deputy Minister AVED:EX
Sent: Wednesday, February 3, 2016 8:48 AM
To: AVED MCRU Incoming Corresp Working Box AVED:EX
Subject: INFO/FILE: Letter from the Provost - Ancillary fees
Attachments: Letter from the Provost_ancillary fee_Feb 2 2016-signed.pdf

Categories: Info/File

Please info/file as follows:

Branch: SP&P
Issue: Tuition

Judy Johnstone
Manager, Business Services & Ministerial Correspondence
and Research Unit
Office of the Deputy Minister
Ministry of Advanced Education
Telephone: 250 356-6284
Fax: 250 356-5468

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From: Natalie Walker [<mailto:Natalie.Walker@kpu.ca>]
Sent: Tuesday, February 2, 2016 10:06 PM
To: Mihlar, Fazil AVED:EX
Cc: AVED Deputy Minister AVED:EX; Brewster, Kevin AVED:EX; Alan Davis; Jon Harding
Subject: Letter from the Provost - Ancillary fees

Good evening,

Please find attached a letter from Dr. Salvador Ferreras, Provost and Vice President, Academic.

Regards,
Natalie



Natalie Walker
Confidential Assistant, Office of the Provost & Vice President, Academic
& Executive Secretary to Senate
Kwantlen Polytechnic University
t 604.599.2984 e Natalie.Walker@kpu.ca
www.kpu.ca

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OFFICE OF THE PROVOST

Fazil Milhar
Assistant Deputy Minister
Institutions and Programs Division
Ministry of Advanced Education
PO Box 9134, Stn Prov Govt
Victoria, BC V8W 9B5

February 2, 2016

Dear Fazil:

I write to inform you of KPU's intention to add an ancillary fee for all students in the 2016/17 budget year. We have discussed the valuable feedback we have received over the past few months regarding this process and feel confident that our request is in full compliance with Ministry guidelines. We have considered the nature of our proposed activities and assure you that they are new endeavors; that they meet real student needs; and that they are communicated to students in a timely and consultative manner.

The proposed fee will be \$3.00 per credit, and the annual revenues of approximately \$850,000 will assist KPU in funding new strategic initiatives in the areas of:

Aboriginal student recruitment

This will include outreach activities with local Aboriginal organizations, hosting special events on selected campuses, convening meetings of Aboriginal community leaders and market research aimed at identifying areas of special focus (i.e. trades training, adult upgrading, high school and degree completion, etc.)

Universal Design for Learning and Accessibility (UDL)

The development of UDL principles and their application will better serve students of all needs as well as inform our curricula, teaching, and facilities planning and implementation. Projects will be led by selected KPU community members as represented by the President's Diversity and Equity Committee, faculty, administration and staff with the collaboration of the Kwantlen Students Association.

Healthy Universities Framework at KPU

We seek to establish and launch a new Healthy Universities Framework (a broad initiative around a campus mental health strategy aimed at both students and employees). KPU joins a national network of universities seeking educational strategies and solutions to student and workplace well being and healthy living.

Engaging graduates

This encompasses the cultivation of KPU's alumni in order to celebrate their accomplishments and respond to their life-long educational needs and to support them in their role as ambassadors in our communities. We anticipate the engagement of graduates will cultivate philanthropy will result in scholarships and bursaries for future students.

Additional library hours

Recent surveys and attendance figures clearly indicate the need to extend library hours to accommodate the research, networking, collaborative workgroups and private studies by our diverse learning community.

This new strategic initiatives fee proposal will form part of the 2016/17-budget process that is presently underway at KPU. A full discussion will be undertaken with students, Senate and our Board of Governors. I welcome any advice or opinion on this matter.

Yours sincerely,



Salvador Ferreras, Ph.D.
Provost and Vice President, Academic

CC

Sandra Carroll, Deputy Minister, AVED
Kevin Brewster, Assistant Deputy Minister and EFO, AVED
Alan Davis, Ph.D., President and Vice Chancellor, KPU
Jon Harding, Vice President Finance and Administration, KPU

Cavallin, Sandra L AVED:EX

From: Cotie, Kate L AVED:EX
Sent: Thursday, February 4, 2016 7:42 AM
To: Cavallin, Sandra L AVED:EX
Subject: FW: Letter from the Provost - Ancillary fees
Attachments: Letter from the Provost_ancillary fee_Feb 2 2016-signed.pdf; ATT00001.htm

From: Brown, Susan B AVED:EX
Sent: Wednesday, February 3, 2016 8:29 PM
To: Cotie, Kate L AVED:EX
Subject: Fwd: Letter from the Provost - Ancillary fees

FYI

Sent from my iPhone

Begin forwarded message:

From: "Avison, Claire AVED:EX" <Claire.Avison@gov.bc.ca>
Date: February 3, 2016 at 8:27:42 PM PST
To: "Brown, Susan B AVED:EX" <Susan.B.Brown@gov.bc.ca>
Subject: FW: Letter from the Provost - Ancillary fees

Claire Avison | Assistant Deputy Minister, Governance, Legislation and Strategic Policy |
Ministry of Advanced Education | Cell: 250-217-9059 | claire.avison@gov.bc.ca

From: Mihlar, Fazil AVED:EX
Sent: Tuesday, February 2, 2016 10:09 PM
To: Avison, Claire AVED:EX
Cc: Lemmer, Nicola I AVED:EX; Hodges, Nell AVED:EX
Subject: Fwd: Letter from the Provost - Ancillary fees

FYI. Fazil

Sent from my iPhone

Begin forwarded message:

From: Natalie Walker <Natalie.Walker@kpu.ca>
Date: February 2, 2016 at 10:06:19 PM PST
To: "Fazil.Mihlar@gov.bc.ca" <Fazil.Mihlar@gov.bc.ca>
Cc: "AVED.DeputyMinister@gov.bc.ca" <AVED.DeputyMinister@gov.bc.ca>, "Brewster, Kevin AVED:EX" <Kevin.Brewster@gov.bc.ca>, Alan Davis <Alan.Davis@kpu.ca>, Jon Harding <Jon.Harding@kpu.ca>
Subject: Letter from the Provost - Ancillary fees

Good evening,

Please find attached a letter from Dr. Salvador Ferreras, Provost and Vice President, Academic.

Regards,
Natalie

Natalie Walker

Confidential Assistant, Office of the Provost & Vice President, Academic & Executive Secretary to Senate

Kwantlen Polytechnic University

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