

Parkinson, Carolyn AVED:EX

From: Marlene Kowalski <mkowalski@vcc.ca>
Sent: Thursday, February 11, 2016 10:11 AM
To: Brewster, Kevin AVED:EX
Subject: FW: Confidential follow up regarding services for students with disabilities
Attachments: Information Note Complex Accommodations Jan 19.docx

Hi Kevin,

Attached is the information note on students with disabilities and the complex accommodations VCC provides. Also, provided are the costs associated with these types of accommodations. Let me know if you require any further information.

Thanks

Marlene

From: Colin Ewart [<mailto:cewart@bccolleges.ca>]
Sent: Thursday, January 21, 2016 5:24 PM
To: Kevin Brewster
Cc: Kathryn McNaughton
Subject: Confidential follow up regarding services for students with disabilities

Hi Kevin,

As discussed and requested, the VCC briefing note regarding their services for students with disabilities and their strategic needs going forward.

I know that should you have questions that Kathryn (or Craig) will be able to provide additional detail.

Also, Ruth and I have discussed this area and she has institutions with similar needs. We are happy to collaborate with you regarding year-end possibilities as you feel assists AVED.

Cheers

Colin

--

Colin Ewart
President
BC Colleges

Office: +1 250 595 4866
Cell: +1 778 350 2113



INFORMATION NOTE

January 8th, 2016

PREPARED FOR: Kathryn McNaughton

ISSUE: Disability Services challenges regarding complex accommodation demands

Background:

Vancouver Community College's program mix, particularly our tradition of offering access related programs, has made us a magnet school for students with a range of disabilities. Vancouver Community College (VCC) currently supports 1246 students with disabilities. That number is relatively stable over the last few years even though college enrolment has decreased. The BC Skills for Jobs Blueprint explicitly identifies students with disabilities as a population of concern and VCC is an extremely important contributor to making meaningful employment accessible to people with disabilities.

Across the system the demands associated with accommodating students with disabilities has intensified. The integration of deaf students, blind students and deaf-blind students might be seen as a daunting additional demand on services at other institutions in the province. At VCC, though our resources are strained to do so, the accommodation of those students is a more frequent challenge faced by our Disability Services (DS) staff.

With the increasing numbers of students with complex needs, there are a number of impacts. The process of creating and implementing appropriate accommodation plans requires more extensive collaboration time with the student, family, external agencies, faculty and staff. Complex documentation needs to be carefully assessed. Accommodation plans that meet best practice standards that are also consistent with legal standards need to be researched and implemented. Staff work closely with students to assist them to build capacities, develop techniques and strategies to compensate for or adapt to academic demands or practice demands. In addition, staff meet with departments and deliver training that creates campus and instructional environments that are inclusive. Some faculty members require significant levels of encouragement and support to adjust to the needs of students with disabilities in their classrooms.

VCC Disability Services staff; whether counsellors, advisors, assistants or interpreters, are salaried employees. That is not so much the case at other post-secondary institutions. At many other institutions, interpreters are contract service providers. Demands for their services are highly variable. At VCC, the demand is fairly constant. Given the steady predictable demand for interpreting services, the most economical delivery model is through salaried employees. Though the VCC interpreting model offers greater efficiency, the cost of operating is no less a

hardship to the institution. In excess of 50% of all dollars spent in BC for sign language interpreting in post-secondary are spent at VCC. Based on a five year review of costs for interpreting in post-secondary institutions in 2007, funding for interpreting at VCC was set at \$458,000. Were a five year review to take place this year, our funding would rise to 1.1 million dollars annually. Put one way, the unfunded \$500,000 additional cost for sign language interpreting impoverishes Student Services and limits resources for other students with disabilities. Put another way, the \$500,000 extra we spend to meet our legal duty to accommodate Deaf and hard of hearing students generates one quarter of our current operating deficit. However we choose to interpret it, the established past practice has been for the Ministry of Advanced Education to assess our needs and fund us accordingly.

In the last two years we have made substantial improvements to the delivery of services to students with disabilities through efficiencies from within the Student Services budget. Interpreting services are well managed and service is delivered efficiently. Our capacity to make further improvements is constrained by the shortfall in funding for sign language interpreting. Whatever gains that could be made with our existing resources have been achieved.

VCC has become a magnet school for Deaf and hard of hearing students. There are 10,000 British Columbians whose primary language is American Sign Language. They see themselves as a distinct community with shared histories, a culture and their own language. They see themselves as a community that has historically been marginalized and victimized. They have become a well-connected social network. Because of that, our Deaf and Hard of Hearing program (DHH) and our ASL Deaf Studies programs are well known and attract students from all over the province and in to the Yukon. Many come with the goal to upgrade before transitioning to academic and career programs. About half of the students who attend DHH transition into our academic, career and trades programs and it is there that our interpreting costs arise. Student A in the chart below, a student who is deaf-blind, is originally from Kelowna and first came to VCC for the Deaf and Hard of Hearing program.

Please find below examples of some of our complex accommodation challenges followed by specific student examples for interpreting costs based on hours of interpretation and interpreter salaries.

Complex Accommodations Case Examples:

Accommodation in clinical/practicum settings in Health Sciences:

- There is justifiable resistance by health sciences departments to provide accommodation in clinical settings due to the necessity of graduates to have the skills that ensure patient safety.
- An emerging area that needs attention is how to determine "fitness to practice" while respecting students' human rights (the right to privacy and to access education free of discrimination based on disability)
- Disability Services at VCC needs to establish a legally sound process where the feasibility of an accommodation request is explored, up to the point of undue hardship. To establish this, Disability Services would need to research best practices, consult with other PSI's and collaborate with faculty. This can take

extensive time and resources from our already under-resourced departmental area.

- Example – BSN student has a diagnosis with symptoms that include chronic pain and fatigue. Based on the student's and doctor's report, having a practicum location in the student's home community was supported. Since June 2015, staff spent 13 hours of direct contact with the student with many more liaising with the BSN department. The student has successfully been placed in the supported location and started her practicum January 7th. However; the process took an excessive amount of time and was unnecessarily stressful for the student because of systemic issues resulting from lack of understanding by the College community re: setting up accommodation in a clinical placement.

Accommodation of students on the Autism spectrum:

- Increasing numbers of students at VCC are on the Autism spectrum. A number of students have presented who are in distress and having difficulty accessing education due to a range of factors such as reading social cues, adapting to the structure of the classroom setting and/or lack of awareness by faculty re: working with this group. There are innovative programs offered throughout North America which VCC could benefit from researching and potentially implementing on campus.

Assessment:

- Lack of access to educational psychological assessments for students who are not eligible for the Canada Study Grant (Student Aid BC). Without this, some students are unable to move forward in their education due to lack of funds to be assessed.
 - Example – Each term, there are students referred to Disability Services from Adult Basic Education (high school upgrading) and English as a Second Language who have a suspected learning disability but they cannot afford to pay \$1800 to be assessed. Disability Services is unable to provide accommodation without documentation. As there is no learning strategist support at the College, there are very limited resources to support such students. Some drop out of school due to lack of understanding of their learning abilities and lack of accommodation supports.

Accommodation of Deaf-blind students:

- New, complex accommodation requests, such as providing access for increasing numbers of individuals from the Deaf-Blind community can take an intensive amount of time and resources to implement. VCC currently has five deaf-blind students in various programs.
 - Example – one deaf-blind student took the American Sign Language/Deaf Studies – a highly visual program. Due to the complex nature of adapting materials, it took over 250 points of contact by DS staff to put supports in place for the eight month course. These points of contact include: student meetings, faculty meetings, researching and

implementing accommodation plans and becoming educated and educating the College community re: working with the deaf-blind community. Average points of contact for one student would be around 5 or less in a four-month term. That student, Student K in the chart below, also required \$170,000 in interpreting time in addition to the 250 service points.

Examples of Costs for Current Deaf and Hard of Hearing Students

Student and Program	Accom.	Hours Fall 15	Cost F15	Hours Winter 16	Cost W16	Total	Outcome
Student A ASL & Deaf Studies which runs Sept 15 to June 16	Close Vision Interpreting	16 hours per week for 15 weeks	\$9,840	28 hours per week for 13 weeks requiring 2 interpreters	\$29,848	\$39,688	Student is learning much needed communication skills which will assist in all areas of life
Student B English upgrading	Close Vision Interpreting	28 hours per week for 15 weeks requiring 2 interpreters	\$34,440	28 hours per week for 13 weeks requiring 2 interpreters	\$29,848	\$64,288	Student is upgrading English skills in order to be able to communicate with the larger community
Student C Baking and Pastry arts which runs Sept 15 to Feb 16	Interpreting	20 hours per week for 15 weeks requiring 2 interpreters	\$24,600	20 hours per week for 7 weeks requiring 2 interpreters	\$11,480	\$36,080	Student will have their level one certification and avenues to employment opened
Student D Job Readiness Progra	Close Vision Interpreting	16 hours per week for 15 weeks requiring 2	\$19,680	16 hours per week for 13 weeks requiring 2	\$17,056	\$36,736	Students have already been offered work in the community as a result of this program

m		interpreters		interpreters			
Student E English and Math upgrading	Interpreting	28 hours per week for 15 weeks	\$17,220	28 hours per week for 13 weeks	\$14,924	\$32,144	Student has upgraded to the point where they are almost ready to transfer to university.
Student F English upgrading	Interpreting	8 hours per week for 15 weeks	\$4,920	8 hours per week for 13 weeks	\$4,264	\$9,184	Student is upgrading written English to assist with communication at their work.
Student G Braille	Tactile Interpreting	10 hours per week for 14 weeks	\$5,740			\$5,740	Student is learning additional language skills to adapt to a recent change in vision.
Student H Building Service worker	Interpreting			28 hours per week for 8 weeks requiring 2 interpreters	\$18,368	\$18,368	This program will open doors to employment in the field.
Student I Job Search Skills	Interpreting	4 hours per week for 9 weeks requiring 2 interpreters	\$2,952			\$ 2,952	

Examples of Costs for Deaf and Hard of Hearing Students from 2014/2015

Student and Course	Accommodation	Date and Duration	Cost	Outcome
Student K ASL & Deaf Studies	Close vision interpreting, pro-tactile, alternate formatting of all materials, video transcription, test accommodations	September 2014 to June 2015. Full-time Monday to Thursday.	\$170,000	Student was able to learn sign language and about deaf culture while adjusting to hearing and vision loss.
Student L Baking and Pastry Arts	Interpreting	January 2014 to November 2014. Full-time Monday to Friday 6 hours per day.	\$98,000	The student excelled in this course and was hired full-time by their work experience employer. This student also won an award at the 2015 VCC awards ceremony for their excellent work in this program.
Student M Digital Graphic Design	Interpreting	September 2011 to May 2012. Full-time Monday to Friday 6 hours per day.	\$89,000	The student used this credential and the VCC Job Readiness Program for Deaf students to gain employment as a graphic designer. He now come back to speak to other Deaf students about their experience and inspire others to pursue further education and employment.

Prepared by:

Craig McGuigan,
Director of Student Services

Parkinson, Carolyn AVED:EX

From: Marlene Kowalski <mkowalski@vcc.ca>
Sent: Thursday, February 4, 2016 4:53 PM
To: Brewster, Kevin AVED:EX
Subject: RE: Touching base

Thanks...

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]
Sent: Thursday, February 04, 2016 4:53 PM
To: Marlene Kowalski
Subject: RE: Touching base

Perfect – I will send a meeting invitation

From: Marlene Kowalski [<mailto:mkowalski@vcc.ca>]
Sent: Thursday, February 4, 2016 4:48 PM
To: Brewster, Kevin AVED:EX
Subject: RE: Touching base

Hi Kevin,

Thursday from 9 – 10 works for me.

Cheers

Marlene

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]
Sent: Thursday, February 04, 2016 4:44 PM
To: Marlene Kowalski
Subject: RE: Touching base

Hi – a couple of options

Wednesday between 9:30 and 10:30?

Thursday between 9 and 10? Or 10 and 11?

KB

From: Marlene Kowalski [<mailto:mkowalski@vcc.ca>]
Sent: Thursday, February 4, 2016 4:34 PM
To: Brewster, Kevin AVED:EX
Subject: RE: Touching base

Sounds good.

Thanks

Marlene

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]
Sent: Thursday, February 04, 2016 4:32 PM
To: Marlene Kowalski
Subject: FW: Touching base

Hi – I haven't forgotten you 😊

Just consulting with a colleague here on some time when she might be available to participate on a call next week.

Back to you either later today or tomorrow

KB

From: Brewster, Kevin AVED:EX
Sent: Thursday, February 4, 2016 8:31 AM
To: 'Marlene Kowalski'
Subject: RE: Touching base

thanks

From: Marlene Kowalski [<mailto:mkowalski@vcc.ca>]
Sent: Thursday, February 4, 2016 8:31 AM
To: Brewster, Kevin AVED:EX
Subject: RE: Touching base

Hi Kevin,

Not a problem, I assumed you would be spending a lot of time on the budget preparation.

Cheers

Marlene

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]
Sent: Thursday, February 04, 2016 8:27 AM
To: Marlene Kowalski
Subject: RE: Touching base

Hi – likely early next week – I'm doing interviews today – can we connect on a date/time this afternoon?

My apologies for not getting back to you sooner – lots of pre-provincial budget preparation

KB

From: Marlene Kowalski [<mailto:mkowalski@vcc.ca>]
Sent: Thursday, February 4, 2016 7:40 AM
To: Brewster, Kevin AVED:EX
Subject: RE: Touching base

Hi Kevin,

Did you still want to try and touch base this week or would next week work better for you?

Cheers

Marlene

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]

Sent: Monday, February 01, 2016 4:19 PM

To: Marlene Kowalski

Subject: Touching base

Hi Marlene – I hope you are well.

I'm trying to find a time either later this week or early next to touch base on a few things.

I'll try and get back to you with some date/time options tomorrow if that's ok

KB

Parkinson, Carolyn AVED:EX

From: Marlene Kowalski <mkowalski@vcc.ca>
Sent: Monday, February 1, 2016 4:33 PM
To: Brewster, Kevin AVED:EX
Subject: RE: Touching base

Hi Kevin,

Sounds good.

Thanks

Marlene

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]
Sent: Monday, February 01, 2016 4:19 PM
To: Marlene Kowalski
Subject: Touching base

Hi Marlene – I hope you are well.

I'm trying to find a time either later this week or early next to touch base on a few things.

I'll try and get back to you with some date/time options tomorrow if that's ok

KB

Parkinson, Carolyn AVED:EX

From: Marlene Kowalski <mkowalski@vcc.ca>
Sent: Monday, January 25, 2016 8:38 AM
To: Brewster, Kevin AVED:EX
Subject: Re: s.17 and Other Information

OK...sounds good.

Sent from my iPhone

> On Jan 25, 2016, at 8:35 AM, Brewster, Kevin AVED:EX <Kevin.Brewster@gov.bc.ca> wrote:

>
> Hi again - how about we use my conference line in case Fazil (who is based in Vancouver) has an opportunity to join in

>
> s.17

>
>

>
> thx
>

> -----Original Message-----

> From: Marlene Kowalski [mailto:mkowalski@vcc.ca]
> Sent: Monday, January 25, 2016 7:38 AM
> To: Brewster, Kevin AVED:EX
> Subject: RE: s.17 and Other Information

>
> Sounds good will talk to you at 9:00.

>
> Cheers

>
> Marlene

>
> -----Original Message-----

> From: Brewster, Kevin AVED:EX [mailto:Kevin.Brewster@gov.bc.ca]
> Sent: Monday, January 25, 2016 7:37 AM
> To: Marlene Kowalski
> Subject: Re: s.17 ; and Other Information

>
> Thank you :)

>
> Yes - I will call your number

>
> KB

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

> Original Message
> From: Marlene Kowalski
> Sent: Monday, January 25, 2016 7:23 AM
> To: Brewster, Kevin AVED:EX

> Subject: Re: s.17 and Other Information

>

>

> Hi Kevin

>

> I will move my 9:00. Did you want me to call you?

>

> Thanks

>

> Marlene

>

>

> Sent from my iPhone

>

>> On Jan 25, 2016, at 7:17 AM, Brewster, Kevin AVED:EX <Kevin.Brewster@gov.bc.ca> wrote:

>>

>> It would be great if u could try moving your 9 - I'm unsure if my colleague can make 8:30 and this topic is top priority this morning given the publicity yesterday

>>

>> KB

>>

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

>> Original Message

>> From: Marlene Kowalski

>> Sent: Monday, January 25, 2016 6:19 AM

>> To: Brewster, Kevin AVED:EX

>> Subject: Re: s.17 and Other Information

>>

>>

>> Hi Kevin

>>

>> I have a meeting at 9:00 would 8:30 work? I can also see if I can move my 9:00.

>>

>> Thanks

>>

>> Marlene

>>

>> Sent from my iPhone

>>

>>> On Jan 25, 2016, at 5:22 AM, Brewster, Kevin AVED:EX <Kevin.Brewster@gov.bc.ca> wrote:

>>>

>>> Hi - can we chat today at 9?

>>>

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

>>> Original Message

>>> From: Marlene Kowalski

>>> Sent: Sunday, January 24, 2016 1:37 PM

>>> To: Brewster, Kevin AVED:EX

>>> Subject: Re: s.17 and Other Information

>>>

>>>

>>> Yes we know. I fill you in when we chat tomorrow.

>>>

>>> Sent from my iPhone

>>>

>>>> On Jan 24, 2016, at 1:36 PM, Brewster, Kevin AVED:EX <Kevin.Brewster@gov.bc.ca> wrote:

>>>>

>>>> Seems to have gone public via leak

>>>>

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

>>>> Original Message

>>>> From: Marlene Kowalski

>>>> Sent: Sunday, January 24, 2016 1:09 PM

>>>> To: Brewster, Kevin AVED:EX

>>>> Subject: Re: s.17 and Other Information

>>>>

>>>>

>>>> Hi Kevin,

>>>>

>>>> It is a draft at this time. I wanted to get your feedback before we made the formal submission.

>>>>

>>>> Thanks

>>>>

>>>> Sent from my iPhone

>>>>

>>>>> On Jan 24, 2016, at 12:44 PM, Brewster, Kevin AVED:EX <Kevin.Brewster@gov.bc.ca> wrote:

>>>>>

>>>>> Hi - is this a formal submission to AVED? Or is it just draft for discussion? s.17

>>>>>

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

>>>>> Original Message

>>>>> From: Marlene Kowalski

>>>>> Sent: Sunday, January 24, 2016 12:36 PM

>>>>> To: Brewster, Kevin AVED:EX

>>>>> Subject: Re: s.17 and Other Information

>>>>>

>>>>>

>>>>> Hi Kevin,

>>>>>

>>>>> Sounds good.

>>>>>

>>>>> Cheers

>>>>>

>>>>> Marlene

>>>>>

>>>>>

>>>>> Sent from my iPhone

>>>>>

>>>>>> On Jan 24, 2016, at 12:25 PM, Brewster, Kevin AVED:EX <Kevin.Brewster@gov.bc.ca> wrote:

>>>>>>

>>>>>> Hi - we will need to discuss on Monday

>>>>>>

>>>>>> I will set up a call - I may need to include and AVED colleague or two

>>>>>>

>>>>> KB
>>>>>
>>>>> Sent from my BlackBerry 10 smartphone on the Rogers network.
>>>>> From: Marlene Kowalski
>>>>> Sent: Thursday, January 21, 2016 4:33 PM
>>>>> To: Brewster, Kevin AVED:EX
>>>>> Subject: s.17 and Other Information
>>>>>
>>>>>
>>>>> Hi Kevin,
>>>>>
s.17

>>>>>
>>>>> 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<mailto:mkowalski@vcc.ca>
>>>>>
>>>>> Find out more at vcc.ca<http://www.vcc.ca/>.
>>>>> [VCC-Social-Media-Icons_Email-Sign_01] <https://www.facebook.com/vcc> [VCC-Social-Media-Icons_Email-Sign_03] <https://twitter.com/myVCC> [VCC-Social-Media-Icons_Email-Sign_05] <http://www.youtube.com/user/myVCC> [VCC-Social-Media-Icons_Email-Sign_07] <http://www.flickr.com/photos/myvcc/> [VCC-Social-Media-Icons_Email-Sign_09] <https://instagram.com/myvcc/>
>>>>>
>>>>> [50th email logo]<http://www.vcc.ca/>
>>>>>
>>>>>
>>>>>

Parkinson, Carolyn AVED:EX

From: Marlene Kowalski <mkowalski@vcc.ca>
Sent: Thursday, January 21, 2016 4:33 PM
To: Brewster, Kevin AVED:EX
Subject: and Other Information
Attachments: s.17

Hi Kevin,

s.17

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.



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Withheld pursuant to/removed as

s.17

Parkinson, Carolyn AVED:EX

From: Marlene Kowalski <mkowalski@vcc.ca>
Sent: Thursday, January 14, 2016 4:39 PM
To: Brewster, Kevin AVED:EX
Subject: RE: Touching Base

Sounds good...thanks Kevin.

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]
Sent: Thursday, January 14, 2016 3:47 PM
To: Marlene Kowalski
Subject: RE: Touching Base

Lets wait until next week ☺

From: Marlene Kowalski [<mailto:mkowalski@vcc.ca>]
Sent: Thursday, January 14, 2016 3:36 PM
To: Brewster, Kevin AVED:EX
Subject: Touching Base

Hi Kevin,

We are still working on putting together our s.17 which we will have completed sometime tomorrow.
Did you still want to touch base tomorrow or did you want to wait until next week?

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.



Parkinson, Carolyn AVED:EX

From: Marlene Kowalski <mkowalski@vcc.ca>
Sent: Monday, January 4, 2016 5:04 PM
To: Brewster, Kevin AVED:EX
Cc: Shang, Cindy AVED:EX
Subject: RE: Happy new year

Hi Kevin,

Friday at 10:30 will work for me. Did you want me to call you? If so at what number?

Cheers

Marlene

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]
Sent: Monday, January 04, 2016 5:03 PM
To: Marlene Kowalski
Cc: Shang, Cindy AVED:EX
Subject: RE: Happy new year

Thanks – Friday morning works best for me....would 10:30 work?

From: Marlene Kowalski [<mailto:mkowalski@vcc.ca>]
Sent: Monday, January 4, 2016 5:01 PM
To: Brewster, Kevin AVED:EX
Subject: RE: Happy new year

Hi Kevin,

s.22 . I am available on Thursday afternoon or Friday morning for a call.

Cheers

Marlene

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]
Sent: Monday, January 04, 2016 4:28 PM
To: Marlene Kowalski
Subject: Happy new year

Hi Marlene – any chance we can connect later this week (Thurs or Friday) re; next steps on topic we were discussing before Xmas?

KB

Parkinson, Carolyn AVED:EX

From: Marlene Kowalski <mkowalski@vcc.ca>
Sent: Friday, December 18, 2015 9:12 AM
To: Brewster, Kevin AVED:EX
Subject: RE: Touch Base

Hi Kevin,

11:00 will work for me. Did you want me to call you? If so at what number?

Cheers

Marlene

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]
Sent: Friday, December 18, 2015 9:11 AM
To: Marlene Kowalski
Subject: RE: Touch Base

11 or 11:30?

From: Marlene Kowalski [<mailto:mkowalski@vcc.ca>]
Sent: Friday, December 18, 2015 9:10 AM
To: Brewster, Kevin AVED:EX
Subject: RE: Touch Base

Hi Kevin,

I have a function this afternoon, would you be available this morning?

Cheers

Marlene

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]
Sent: Friday, December 18, 2015 9:06 AM
To: Marlene Kowalski
Subject: RE: Touch Base

s.22

..is this afternoon a possibility?

From: Marlene Kowalski [<mailto:mkowalski@vcc.ca>]
Sent: Friday, December 18, 2015 9:05 AM
To: Brewster, Kevin AVED:EX
Subject: Touch Base

Good Morning Kevin,

Would you have some time on Monday to quickly touch base on the visit by Mike Robinson & Dyne Torgeson?

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.



Parkinson, Carolyn AVED:EX

From: Marlene Kowalski <mkowalski@vcc.ca>
Sent: Friday, December 11, 2015 4:17 PM
To: Brewster, Kevin AVED:EX
Subject: RE: **s.17**

Thank you Kevin.

Cheers

Marlene

-----Original Message-----

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]
Sent: Friday, December 11, 2015 2:32 PM
To: Marlene Kowalski
Subject: Fw: **s.17**

Sent from my BlackBerry 10 smartphone on the Rogers network.

Parkinson, Carolyn AVED:EX

From: Marlene Kowalski <mkowalski@vcc.ca>
Sent: Tuesday, December 8, 2015 4:44 PM
To: Brewster, Kevin AVED:EX
Subject: RE: Could we meet Friday afternoon?

Hi Kevin,

At this time we have not put together any materials for the assessment of our infrastructure or seismic.

Cheers

Marlene

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]
Sent: December-08-15 4:33 PM
To: Marlene Kowalski
Subject: RE: Could we meet Friday afternoon?

I will look into availability and get back to you

In the meantime....does VCC have any materials you were considering for assessment of your infrastructure, seismic, etc?

Those would be important to reference.

KB

From: Marlene Kowalski [<mailto:mkowalski@vcc.ca>]
Sent: Tuesday, December 8, 2015 4:16 PM
To: Brewster, Kevin AVED:EX
Subject: RE: Could we meet Friday afternoon?

Hi Kevin,

I could be available around 1:30. Did you want to have the meeting via teleconference using the Hornby Street location again?

Thanks

Marlene

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]
Sent: December-08-15 3:45 PM
To: Marlene Kowalski
Subject: Could we meet Friday afternoon?

Hi any chance of meeting on Friday afternoon to carry on our conversation from yesterday?

Parkinson, Carolyn AVED:EX

From: Marlene Kowalski <mkowalski@vcc.ca>
Sent: Tuesday, November 10, 2015 4:03 PM
To: Brewster, Kevin AVED:EX
Cc: Nickerson, Catherine M AVED:EX; Gellor, Richard AVED:EX
Subject: RE: Contractors - Seismic Building Assessment

Hi Kevin,

Thank you for providing this link.

Cheers

Marlene

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]
Sent: November-10-15 3:23 PM
To: Marlene Kowalski
Cc: Nickerson, Catherine M AVED:EX; Gellor, Richard AVED:EX
Subject: RE: Contractors - Seismic Building Assessment

Hi Marlene

The APEGBC website includes a list of firms that have gone through the training and are qualified to undertake seismic assessments and use the seismic guidelines/analyzer for mid-rise buildings:

<https://www.apeg.bc.ca/getmedia/1fc8af4d-0582-46bd-9145-7d1d3ad16260/APEGBC-Seismic-Retrofit-List-of-Companies.pdf.aspx>

For more information call Peter Mitchell at APEGBC at 604-512-8359.

Thank you Catherine & Richard

KB

From: Marlene Kowalski [<mailto:mkowalski@vcc.ca>]
Sent: Tuesday, November 10, 2015 8:47 AM
To: Brewster, Kevin AVED:EX
Cc: Nickerson, Catherine M AVED:EX
Subject: Contractors - Seismic Building Assessment

Hello Kevin,

When we met in September you had mentioned that AVED had a number of contractors that you used for seismic building assessments. Would you be able to provide me with a list of contractors? We would like to get quotes on the cost for such an assessment and see if we should include it in our 2016/17 budget.

Many thanks,

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.



Parkinson, Carolyn AVED:EX

From: Marlene Kowalski <mkowalski@vcc.ca>
Sent: Tuesday, November 10, 2015 8:52 AM
To: Brewster, Kevin AVED:EX
Subject: Deficit Mitigation Plan

Hello Kevin,

Would you have some time next week to touch base on the Deficit Mitigation Plan that we submitted? I can also give you an update on where we are at with the integrated business planning process.

Many thanks,

Marlene

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Parkinson, Carolyn AVED:EX

From: Brewster, Kevin AVED:EX
Sent: Tuesday, November 10, 2015 9:11 AM
To: Shang, Cindy AVED:EX
Cc: 'Marlene Kowalski'; Hancyk, Phil AVED:EX
Subject: FW: Deficit Mitigation Plan

Cindy – could you pls find a time for a teleconf with Marlene, myself and Phil next week – please avoid Thursday morning.

Thanks

KB

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Parkinson, Carolyn AVED:EX

From: Brewster, Kevin AVED:EX
Sent: Tuesday, October 6, 2015 4:58 PM
To: 'Marlene Kowalski'
Cc: Hancyk, Phil AVED:EX; Shang, Cindy AVED:EX; Margaret Otto; Jacqueline Dale
Subject: RE: VCC Deficit Mitigation Plan

Call me at 1-250-952-7410

KB

From: Marlene Kowalski [<mailto:mkowalski@vcc.ca>]
Sent: Tuesday, October 6, 2015 4:56 PM
To: Brewster, Kevin AVED:EX
Cc: Hancyk, Phil AVED:EX; Shang, Cindy AVED:EX; Margaret Otto; Jacqueline Dale
Subject: RE: VCC Deficit Mitigation Plan

Hi Kevin,

Tomorrow at 10:30 will work for us. Would you like us to call you if so at what number?

Thanks

Marlene

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]
Sent: October-06-15 4:12 PM
To: Marlene Kowalski
Cc: Hancyk, Phil AVED:EX; Shang, Cindy AVED:EX
Subject: RE: VCC Deficit Mitigation Plan

Yes – in the morning between 10:30 and Noon

I'd like Phil Hancyk to sit in pls

KB

From: Marlene Kowalski [<mailto:mkowalski@vcc.ca>]
Sent: Tuesday, October 6, 2015 4:10 PM
To: Brewster, Kevin AVED:EX
Subject: VCC Deficit Mitigation Plan

Hello Kevin,

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Many thanks

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Parkinson, Carolyn AVED:EX

From: Brewster, Kevin AVED:EX
Sent: Friday, October 2, 2015 4:39 PM
To: 'Marlene Kowalski'; Hancyk, Phil AVED:EX
Cc: Jamie Choi
Subject: RE: VCC Q2 Forecast

Just to be clear - the October 23rd date is when AVED has to report out - so we need the information at least 10 days prior - we have to write a report and run it through our executive and Minister.

KB

-----Original Message-----

From: Marlene Kowalski [<mailto:mkowalski@vcc.ca>]
Sent: Friday, October 2, 2015 2:37 PM
To: Hancyk, Phil AVED:EX; Brewster, Kevin AVED:EX
Cc: Jamie Choi
Subject: RE: VCC Q2 Forecast

Hi Phil,

Thanks for providing this information. We will work towards the timeline you have outlined.

Regards

Marlene

-----Original Message-----

From: Hancyk, Phil AVED:EX [<mailto:Phil.Hancyk@gov.bc.ca>]
Sent: October-02-15 8:50 AM
To: Marlene Kowalski; Brewster, Kevin AVED:EX
Cc: Jamie Choi
Subject: Re: VCC Q2 Forecast

Hi Kevin and Marlene,

s.12

Sent from a mobile device - please excuse brevity and typos.

Original Message

From: Marlene Kowalski
Sent: Friday, October 2, 2015 8:36 AM
To: Brewster, Kevin AVED:EX
Cc: Hancyk, Phil AVED:EX; Jamie Choi
Subject: RE: VCC Q2 Forecast

Hi Kevin,

s.17

Many thanks

Marlene

-----Original Message-----

From: Brewster, Kevin AVED:EX [<mailto:Kevin.Brewster@gov.bc.ca>]

Sent: October-01-15 7:41 PM

To: Marlene Kowalski

Cc: Hancyk, Phil AVED:EX

Subject: Re: VCC Q2 Forecast

s.17

Sent from my BlackBerry 10 smartphone on the Rogers network.

From: Marlene Kowalski

Sent: Thursday, October 1, 2015 8:51 AM

To: Brewster, Kevin AVED:EX

Subject: VCC Q2 Forecast

Hello Kevin,

s.17

Many thanks

Marlene

Marlene Kowalski

VP Administration & CFO

Vancouver Community College

T: 604.871.7000 ext 7530 | E: mkowalski@vcc.ca<<mailto:mkowalski@vcc.ca>>

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<<https://twitter.com/myVCC>> [VCC-Social-Media-Icons_Email-Sign_05] <<http://www.youtube.com/user/myVCC>>
[VCC-Social-Media-Icons_Email-Sign_07] <<http://www.flickr.com/photos/myvcc/>> [VCC-Social-Media-Icons_Email-Sign_09] <<https://instagram.com/myvcc/>>

[50th email logo]<<http://www.vcc.ca/>>

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Find out more at [vcc.ca](http://www.vcc.ca/)
[VCC-Social-Media-Icons_Email-Sign_01] <<https://www.facebook.com/vcc>> [VCC-Social-Media-Icons_Email-Sign_03]
<<https://twitter.com/myVCC>> [VCC-Social-Media-Icons_Email-Sign_05] <<http://www.youtube.com/user/myVCC>>
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[50th email logo] <<http://www.vcc.ca/>>

Parkinson, Carolyn AVED:EX

From: Irene Young <iryoung@vcc.ca>
Sent: Monday, June 15, 2015 2:14 PM
To: Brewster, Kevin AVED:EX
Cc: Nickerson, Catherine M AVED:EX; XT:Hayden, Dana GCPE:IN
Subject: Re: Parking introduction

Thanks Kevin.

Dana:

Don't hesitate to contact me at your convenience.

Irene

Irene Young

Vice President, Administration &

Chief Financial Officer

Vancouver Community College

1155 East Broadway

Vancouver, B.C. V5T 4V5

Tel: 604-871-7000 ext.7530

iryoung@vcc.ca

On 2015-06-15, 11:37 AM, "Brewster, Kevin AVED:EX"

<Kevin.Brewster@gov.bc.ca> wrote:

>Hello Irene - thank you for the parking discussion last week.

>

>By copy of this email I'd like to connect you with Dana Hayden who is

>working on behalf of Emily Carr to carry on this discussion of parking.

>

>Pls keep us apprised of how it goes.

>

>KB

>

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