



Vancouver Island University Student Services Plan Committee

March 9, 2011 – 10:00 – 11:00 am
Library Boardroom, Bldg. 305, rm. 507

AGENDA

ITEM	ATTACH	RECOMMENDED ACTION
1. Introductions		
2. Mandate (from Academic Plan)	✓	
3. Scope of Committee's work		
4. Review of existing documents	✓	
5. Assignment of tasks		
6. Next Meeting		

From the VIU Academic Plan:

4. Complete a Strategic and Operational Plan for student services

- Future student services must be scaled and organized to provide optimal support for the scope of student services activity identified in the Academic Plan
- A strategic review of existing services is required, including an assessment of strengths, identification of required future services, best practices, optimal organization and a plan for identified changes, implementation and required resources
- This review should include representation from student service providers, students, faculty and administrative staff

Action: The Office of the Vice-President Academic and Provost should establish a planning committee to complete a Student Services Strategic and Operational Plan by December 2011

Materials & Resources

The following materials and resources are meant to assist in the committee with the development of the Student Services Strategic and Operational Plan.

Materials:


[Academic Plan](#) - Approved by the Vancouver Island University Board of Governors, November 25, 2010

Resources:

[Creating a Retention Culture - \(2010\)](#) A paper on retention created by www.semworks.com.

[Keeling Report - Strengthening Recruitment, Student Services and Student Success \(May 20, 2010\)](#) - A report created for Malaspina University-College in 2007.

[The Learning Experience \(February 19, 2010\)](#) - A draft document integrating work from the Strategic Enrolment Management and Academic Plan committees.

 [The Postsecondary Landscape in Canada](#) - A presentation by Ken Steele, Senior Vice-President of Academica Group.

Statistics:

[2009 DASCO Trends in Employment](#) - A fact sheet based on the BC Diploma, Associate Degree, and Certificate Student Outcomes Survey (2010 Dec.).

[BC Post Secondary Admissions from 2009](#) - Environmental Scan of all BC Post Secondary

[Key Student Outcomes Indicator](#) - Annual report published by BC Stats.

[Student Enrolment Reports](#)

[Student FTE by credential and campus - Snapshot provided by Educational Planning.](#)

[Student Headcount by credential and campus - Snapshot provided by Educational Planning.](#)

[VIU Educational Planning ~ Related Links](#) - Links to government and industry statistics and reports; provided by Educational Planning.

[Without a Trace: An Examination of Former Post-Secondary Students Who Left the System Without a Credential and Did Not Return - Findings from the BC Stats 2009 Short Stay Early Leaver Student Outcomes Survey.](#)