VANCOUVER COMMUNITY COLLEGE EDUCATION COUNCIL MEETING MINUTES
October 12, 2021
3:30–5:30 p.m., Videoconference

ATTENDANCE

Education Council Members	Guests
Elle Ting (Chair)	Adrian Lipsett
Natasha Mandryk (Vice-Chair)	Claire Sauvé
Ali Oliver	Clay Little
Dave McMullen	Clayton Munro
David Wells	Dawn Cunningham Hall
Heidi Parisotto	Dennis Innes
Jo-Ellen Zakoor	Elaine Pedersen
John Demeulemeester	Francesco Barillaro
Julie Gilbert	Mari Paz Vera
Lucy Griffith	Pervin Fahim
Marcus Ng	Phoebe Patigdas
Natasha (Student Representative)	Reba Noel
Sarah Kay	Sarah Desbiens
Todd Rowlatt	Shirley Lew
	Sydney Sullivan
	Tannis Morgan
	Taryn Thomson
	Tim Dyck

Regrets	Recording Secretary
Brett Griffiths	Darija Rabadzija
Julia Skye Summers	
Shane McGowan	
Shantel Ivits	

1. CALL TO ORDER

- The meeting was called to order at 3:33 p.m.

2. ACKNOWLEDGEMENT

- E. Ting acknowledged that the College is located on the traditional unceded territory of the Sḵwx̱wú7mesh Úxwumixw (Squamish), x*ʷ*məθkʷəy̓əm (Musqueam) and Tsleil-Waututh peoples, and extended the acknowledgement to the ancestral territories of all participants joining remotely.

3. ADOPT AGENDA

> **MOTION:** THAT Education Council adopt the October 12, 2021 agenda as presented.
>
> **Moved by D. Wells, Seconded & CARRIED (Unanimously)**

4. APPROVE PAST MINUTES

> **MOTION:** THAT Education Council approve the September 14, 2021 minutes as presented.
>
> **Moved by D. Wells, Seconded & CARRIED (Unanimously)**

5. ENQUIRIES & CORRESPONDENCE

- There were none.

6. BUSINESS ARISING

a) Annacis Island Update

- D. Wells presented a brief update on the process. There is a tight timeline, as there are HMT programs starting in November and February.

b) Mental Health and Well-being Framework

- C. Munro, E. Pedersen and consultant T. Dyck presented the draft framework, which will guide VCC's efforts in promoting mental health for the next five years. Following a presentation at VCC Day 2020 by the CEO of the Canadian Mental Health Association BC (CHMA BC), VCC partnered with the organization to develop the framework, supported by provincial funding. The process included broad consultation across the College, including focus groups, community dialogues, and a student and employee survey. The next steps are outreach and engagement activities, including at VCC Day 2021; the plan is to finalize the framework by January 2022. Implementation will involve existing departments and committees, as well as creation of new working groups. VCC also plans to sign on to the Okanagan Charter, which has over 30 signatories across Canada.

- There was a discussion about infusing well-being into curriculum, including micro-credentials, and the importance of reviewing space usage. There were questions about implementing specific counselling resources for underrepresented groups and cultural leave.

- Provincial funding for the framework process will not carry forward to the implementation stage. Initiatives will be funded out of the existing College budget, and other funding opportunities will be explored.

c) Microcredentials Approval Process – Draft

- C. Sauvé, F. Barillaro, and T. Rowlatt presented the recently released Micro-Credential Framework for B.C. A key goal is to provide province-wide learning pathways. While the framework provides some guiding principles, several aspects require further development, including quality assurance and a common registry. The document does not prescribe a standard taxonomy for different micro-credentials. A provincial funding initiative is underway for micro-credentials that align with the framework; the first proposal deadline is October 29.

- A draft approval process for VCC non-credit micro-credentials was discussed. The goal is to approve and launch new offerings more quickly, while still providing quality assurance. The proposal form (included in the meeting package) would supplement curriculum documentation in CourseLeaf and require developers to outline industry demand for the proposed micro-credential.

- There was a longer discussion about stacking and laddering of credentials, as well as recognition across different institutions; more work is required provincially on this aspect. It was noted that VCC already has offerings that fit into this space (e.g., recognized through awards of achievement or statements of completion). It was acknowledged that micro-credentials are not always appropriate, and there is no intent to carve up VCC's existing certificate and diploma programs. Running micro-credentials out of Continuing Studies ties in well with the new CS registration system, which has the capacity to work with badging systems.

d) Planning for the New Normal in Teaching – Program Reset Working Group Update

- T. Morgan encouraged expanding the "new normal" conversation beyond discussions of face-to-face, online, or blended delivery; there are opportunities in the areas of micro-credentials, work-integrated learning (WIL), Prior Learning Assessment and Recognition (PLAR), and augmented and virtual reality (AR/VR).

- The Program Reset Working Group will meet again on November 25. Phase 2 (until March) will focus on gathering data on what is working well and addressing challenges. Space usage will be one topic of discussion.

e) EdCo Planning Day

- EdCo Planning Day will take place on November 26, from 9 a.m. to 12 noon. L. Griffith will deliver a BCcampus presentation on delivery methods; other suggestions included discussing the roles of standing committees and reviewing the EdCo Bylaws. Members were invited to suggest topics.

- Education Policy and Curriculum Committees will hold planning sessions in the afternoon; an external speaker was secured for the session on Indigenizing curriculum.

f) EdCo and Committees Meeting Schedule 2022

> **MOTION:** THAT Education Council approve the 2022 Education Council and Standing Committees Schedule.
>
> **Moved by E. Ting, Seconded & CARRIED (Unanimously)**

- E. Ting presented the meeting schedule for approval. The EdCo meeting time will be revisited after the EdCo elections.

g) EdCo Elections

- E. Ting reported that online voting is open from October 13 through October 19; results will be announced by October 22. E. Ting thanked outgoing EdCo members for their contributions: A. Oliver, B. McLean, J. Gilbert, J. Summers, Natasha, and S. McGowan. E. Ting's term is also ending. N. Mandryk thanked E. Ting on behalf of Education Council for her leadership and collaborative approach.

h) Interim EdCo Chair Election

- D. McMullen conducted the election of an interim EdCo Chair until the December election.

  L. Griffith nominated T. Rowlatt. Nomination accepted.
  Second and third call for nominations: There were none.

  By acclamation, T. Rowlatt was announced interim Chair of Education Council. The election for a new EdCo Executive member will take place in December.

7. COMMITTEE REPORTS

a) Curriculum Committee

i) New Courses: CSTP 1104 & 1106

> **MOTION:** THAT Education Council approve, in the form presented at this meeting, two new courses: CSTP 1004 Computer Systems Primer and CSTP 1006 Website Development Primer.
>
> **Moved by T. Rowlatt, Seconded & CARRIED (Unanimously)**

- R. Nezami presented two new non-credit courses for DHH students, introducing computer systems and website development. Students will be able to work in tech sales positions after completing these courses. There was a discussion at Curriculum Committee about the evaluation process, which is based on students' active participation. Curriculum Committee also requested additional consultation with the ASL and DHH departments and Disability Services.

ii) Program Updates: Bachelor of Science in Nursing (BSN) First Year Entry & Advanced Entry

> **MOTION:** THAT Education Council approve, in the form presented at this meeting, the revised program content guides for the Bachelor of Science in Nursing (Advanced Entry) and the Bachelor of Science in Nursing (First Year Entry) programs.
>
> **Moved by T. Rowlatt, Seconded & CARRIED (Unanimously)**

- S. Desbiens presented the proposal, aligning the admission requirements for the Advanced Entry program with First Year Entry. The selection process is based on a combination of GPA and CASPer test scores. Curriculum Committee requested some minor adjustments to the math and biology requirements and to recommended characteristics of students.

- Committee discussed a proposed diversity statement, which was ultimately removed, pending a broader conversation at the institution to create a consistent statement.

iii) Program Updates: Professional Cook 1 Plus Certificate, Professional Cook 1 Certificate (ITA Youth Cohort), Professional Cook 1 Certificate (EAL Cohort), Professional Cook 2 Advanced Certificate, Culinary Arts Diploma

> **MOTION:** THAT Education Council approve, in the form presented at this meeting, the revised program content guides for Professional Cook 1 Plus, Professional Cook 1 (ITA Youth Cohort), Professional Cook 1 (EAL Cohort), Professional Cook 2, and the Culinary Arts Diploma, three new courses: CULI 1510, CULI 2500 and CULI 2513, and a revised course name: CULI 1506 Production Kitchen.
>
> **Moved by T. Rowlatt, Seconded & CARRIED (Unanimously)**

- T. Rowlatt presented proposed changes to five Culinary Arts programs; several courses were merged, and admission requirements updated in response to changed naming conventions for K-12 math and English classes.

iv) Curriculum Documentation Approval Timeframe 2022

- The document was included in the package and will be posted on myVCC and the CTLR website.

b) Policy Committee

- N. Mandryk reported that there was no committee meeting in September. A working group including representatives from the Registrar's Office is revising policy C.1.1 Grading, Progression and Withdrawal as part of the regular five-year review cycle.

- The Board's Governance Committee will review revisions to policies D.1.5 Use of Library Resources and D.3.6 Admissions, as well as the recommendation to rescind C.2.1 International Students on Study Permits, at its October 13 meeting.

c) Appeals Oversight Committee

i) Dissolving the Committee

- L. Griffith presented the proposal to dissolve this standing committee, which arose through discussions among the EdCo Executive over the summer. The Appeals Oversight Committee (AOC) held a special meeting on October 7 to discuss the proposal; the EdCo and Policy Committee Chairs attended the meeting.

- The tremendous amount of work completed by the committee was acknowledged, including development of resources to support the work of tribunal chairs and both in-person and online tribunal training; the College now has over 50 trained members. The committee has shifted over the years from an oversight to a working body, with most of the work being completed in subgroups. In addition, VCC's landscape has changed significantly with the introduction of new College initiatives

(e.g., around Equity, Diversity, and Inclusion (EDI) and Indigenization). This raised the question about the suitability of the committee's structure as a standing committee of EdCo. The group's accomplishments and ongoing tasks were outlined in the appendix to the information note.

- The main consideration at the Appeals Oversight Committee meeting was who would continue the committee's work to ensure appeals processes are fair and transparent, including ongoing support for tribunal chairs and panelists; review/refresh of training materials and other resources; and receiving feedback and recommendations from the Arbiter of Student Issues (ASI) based on hearing observations. There was a discussion about this work being done by subcommittees of Education Policy Committee or EdCo, or possibly Student Services.

- Regarding data collection, it was clarified that an AOC subcommittee developed a rationale document and tracking spreadsheet. Expanding tracking to both tribunal and non-tribunal cases was discussed, but would go beyond the committee's mandate. Currently, the committee does not collect data on appeals.

- The Appeals Oversight Committee will hold another meeting to discuss feedback from EdCo.

d) Education Quality Committee

- T. Rowlatt reported that the timeline for the 2021 Annual Program Reviews was slightly adjusted to give departments more time (notice in early November; department leader completes review and action plan in consultation with department by December 3; department leader meets with dean by December 21; dean submits report to VP Academic by January 14, 2022).

- The committee has also started reviewing its mandate, processes, and activities.

8. RESEARCH REPORT

- E. Ting reported that there has been a steady stream of about 2-3 review requests per month, mostly from out of province.

- The British Columbia Applied Research and Innovation Network (BCARIN) held its Executive meeting, which focused on collaboration among institutions.

9. CHAIR REPORT

- E. Ting reported that the Academic Governance Council will hold its fall meeting in the next few weeks; EdCo members were invited to bring forward topics for discussion.

10. STUDENT REPORT

- S. Sullivan reported on the current SUVCC Board elections, as well as SUVCC's support for students running for EdCo. Due to P. Patigdas' departure, S. Sullivan will take over her work on the governance side. Members thanked P. Patigdas for her contributions and welcomed S. Sullivan.

11. NEXT MEETING AND ADJOURNMENT

- The next Education Council meeting will be held on November 9, 2021, 3:30–5:30 p.m. EdCo Planning Day will take place on November 26, 9 a.m.-12 noon.

> **MOTION:** THAT Education Council adjourn the October 12, 2021 meeting.
>
> **Moved by T. Rowlatt, Seconded & CARRIED (Unanimously)**

- The meeting was adjourned at 5:21 p.m.

APPROVED AT THE NOVEMBER 9, 2021 EDUCATION COUNCIL MEETING

Todd Rowlatt
Chair, VCC Education Council