



ATTENDANCE

Education Council Members

Natasha Mandryk (Chair)
Andy Sellwood
Belinda Kaplan
Dave McMullen
David Wells
Derek Sproston
Gabby Sarnoh
Louise Dannhauer
Marcus Ng
Sarah Kay
Sonal Singh
Todd Rowlett
Vivian Munroe

Guests

Aamra Bilal
Adrian Lipsett
Alison Woods
Clay Little
Jay Baik
Jennifer Gossen
John Demeulemeester
Julie Gilbert
Karen Wilson
Kate Dickerson
Ken McMorris
Les Apouchtine
Nicole Degagne
Reza Nezami
Stefan Nielsen
Tannis Morgan
Taryn Thomson

Regrets

Ali Oliver
Heidi Parisotto
Janita Schappert
Jo-Ellen Zakoor
Lucy Griffith

Recording Secretary

Darija Rabadzija

1. CALL TO ORDER

- The meeting was called to order at 3:30 p.m.

2. ACKNOWLEDGEMENT

- N. Mandryk acknowledged the College's location on the traditional and unceded territories of the x^wməθk^wəy̓ əm (Musqueam), Sḵw̓x̓ wú7mesh (Squamish), and sə̓ilw̓ ətaʔt (Tsleil-Waututh) peoples who have been stewards of this land from time immemorial and extended the acknowledgement to the ancestral territories of all participants joining remotely. M. Ng also contributed a land acknowledgement during the meeting.
- New EdCo members were welcomed: B. Kaplan, D. Sproston, G. Sarnoh, and S. Singh.

3. ADOPT AGENDA

MOTION: THAT Education Council adopt the November 8, 2022 agenda as presented.

Moved by N. Mandryk, Seconded & CARRIED (Unanimously)

4. APPROVE PAST MINUTES

MOTION: THAT Education Council approve the October 11, 2022 minutes as presented.

Moved by N. Mandryk, Seconded & CARRIED (Unanimously)

5. ENQUIRIES & CORRESPONDENCE

- N. Mandryk reported on correspondence from S. Kay regarding potential changes in the EAL (English as an Additional Language) term structure. The first inquiry related to communication and operational timelines; the second inquiry related to EdCo's responsibility to advise the Board of Governors on policies related to the academic schedule. N. Mandryk will continue the conversation with S. Kay and report at the next EdCo meeting.

6. BUSINESS ARISING

a) Micro-Credential Approval Process

- T. Rowlett presented the micro-credential approval process developed by the micro-credential working group. Other group members include T. Morgan, A. Lipsett, L. Apouchtine, C. Sauv , E. Lenz, and F. Barillaro.
- There are efforts across Canada to better define and standardize micro-credentials, which generally consist of short programming closely tied to industry needs. Awards of Achievement, one type of micro-credential, are already offered by VCC and approved by the Dean of Continuing Studies, since they are not for credit. The proposed approval process is in line with existing policy. Any credit-bearing offerings or micro-credentials embedded into programs will require standard governance approval.
- The process will be piloted over the next year. All micro-credentials will be run out of Continuing Studies, utilizing the CS registration system. A key requirement for proposed offerings is cost recovery.
- Work on B.C.'s provincial micro-credential framework is expected to resume and may lead to greater standardization of different types of micro-credentials.
- The Registrar's Office is developing a badging system using the MyCreds system, owned by the Association of Registrars of the Universities and Colleges of Canada (ARUCC). Badges are a type of micro-credential students can access digitally and, e.g., add to their LinkedIn profile.
- It was clarified that a "PCG lite" will be required for micro-credentials; this would be a pared down version of a program content guide for Awards of Achievement, primarily for internal tracking and documentation purposes.

b) Strategic Innovation Plan (SIP) Objectives Update

- K. Dickerson presented an update on Strategic Innovation Plan (SIP) objectives, which align with the five priorities in the [Strategic Innovation Plan](#) (SIP). The plan officially launched in January 2022. The update included a list of objectives that are completed or in progress as of October 2022.
- The agile approach to addressing the 97 identified SIP objectives was outlined. This includes review and adjustments of priorities, as needed, as well as reporting to the College community in regular intervals. A report on Year 1 will be provided to the Board of Governors and the College community in March 2023.
- There were questions about the inventory of access and community programs, which aims to collect stories about VCC's work with the community and partners, as well as about the annual performance management program for administrators, which will be aligned with the SIP. It was confirmed that all strategic projects include evaluation and assessment components.
- There was a discussion about how the SIP priorities are infusing the work of departments, particularly around decolonization and reconciliation, and justice, equity, diversity and inclusion (JEDI). VCC has

has completed an [Indigenization readiness assessment](#), and one of the next steps will be to hire a new Dean of Indigenous Initiatives.

- Feedback on initiatives can be brought forward through deans and other leaders at this time. Marketing is working on a one-page summary document to create more awareness of the SIP, and feedback options will be explored.

c) RFQ Academic Process Overview – Part 2: Enrolment Risk Review

- D. Wells presented the RFQ Academic process (Operational Risk, Financial Sustainability, Educational Quality), a framework encompassing the entire lifecycle of programs, including new program development, program renewal, accreditation, etc. This presentation focused on the enrolment risk review, which is largely operational but also impacts educational quality.
- The risk review focuses on the format of delivery and considers external requirements (ministry, third party obligations) and impacts on students (international student status, eligibility for funding, etc.). The goal is to identify both legal and operational risks and either remediate or mitigate them. For this purpose, detailed data on all courses will be collected and analyzed. There were questions about the data collection process. Information will be pulled from various systems and discussed with departments. D. McMullen recently met with the first department.

d) Election: Interim Vice-Chair and Executive Committee Member

- D. McMullen conducted the election of an interim Vice-Chair (November-December 2022), since S. Ivits' term on EdCo has ended.

N. Mandryk nominated S. Kay. Nomination accepted.

Second and third call for nominations: There were none.

By acclamation, S. Kay was announced interim Vice-Chair of Education Council.

- As this appointment created a vacancy on the EdCo Executive Committee, nominations were taken to fill this position.

S. Kay and M. Ng nominated L. Dannhauer. Nomination accepted.

Second and third call for nominations: There were none.

By acclamation, L. Dannhauer was announced interim Executive Committee Member of Education Council.

e) Notice of Elections

- N. Mandryk announced elections taking place at the December EdCo meeting for the following positions: EdCo Chair and Vice-Chair; two EdCo Executive members; and EdCo Standing Committee Chairs.

f) EdCo Planning Day

- EdCo Planning Day will take place on November 25.

7. COMMITTEE REPORTS – PART 1

a) Curriculum Committee

i) Course Updates: BIOL 0983 & 0993, CHEM 0861 & 0871

MOTION: THAT Education Council approve, in the form presented at this meeting, revisions to four courses: BIOL 0983, BIOL 0993, CHEM 0861 and CHEM 0871.

Moved by T. Rowlatt, Seconded & CARRIED (Unanimously)

- T. Rowlatt presented proposed revisions to four courses, including adjustments to assessments, and creating a self-paced option for the chemistry courses.

- It was clarified that total hours (96) are listed under both lecture and self-paced category, since the courses can be delivered in either format. The lab hours were added in consultation with the Registrar’s Office to facilitate scheduling. It was suggested to separate the evaluation plans for the self-paced and class-based options. The CourseLeaf CIM system does not allow for this distinction on the course form. It is practice at VCC to use combined course outline for both delivery options, since students’ learning outcomes are the same.

ii) Program Updates: ESL Pathways Standard Certificate

MOTION: THAT Education Council approve, in the form presented at this meeting, the revised program content guide for the ESL Pathways Standard Certificate and nine revised course outlines.

Moved by T. Rowlatt, Seconded & CARRIED (Unanimously)

- T. Rowlatt presented revisions based on the program renewal. “Standard” was added to the program name to differentiate it more clearly from the advanced certificate. The most significant change was to add Level 8 courses into the program, which are articulated (English for Academic Purposes (EAP), Level IV) and provide a better exit point for students. As the program will not be re-costed, the proposal does not require Board of Governors approval.
- Moving Level 8 to the standard certificate reduced the credits in the advanced program below the minimum required for an advanced certificate as per policy C.1.3 Granting of Credentials. Discussions about the advanced credential are in progress.

8. BUSINESS ARISING – CONTINUED

b) Brand and Web Project (BAWP) Update

- K. Wilson presented an update on two major marketing projects: the brand refresh and new website content management system. The work was put on hold due to the pandemic but has now resumed.
- The College community will have an opportunity to provide feedback through surveys and focus groups. Anyone interested in participating in interviews and user testing should connect with K. Wilson.

9. COMMITTEE REPORTS – CONTINUED

a) Policy Committee

i) C.1.3 Granting of Credentials

- S. Kay reported that the committee did not meet last month. However, the Prior Learning Assessment and Recognition (PLAR) working group recently proposed a change to draft policy C.1.3 Granting of Credentials. The policy was previously reviewed by Education Policy Committee and EdCo and is slated to move forward to the Board of Governors for approval. One proposed change was to count Prior Learning Assessment and Recognition (PLAR) towards the residency requirement.
- Based on further research on PLAR practices in BC’s post-secondary sector, the working group is now proposing reverting back to the current model, in which neither PLAR nor transfer credit count towards the residency requirement.
- To prevent a delay in the approval of this policy, the proposal was presented to Education Council for information at this meeting. Education Policy Committee will discuss the policy at its November 9 meeting and make a recommendation to EdCo. Education Council will then make a decision via consent resolution; if the proposal is not approved, it will come to a future Education Council meeting.

b) Appeals Oversight Committee

- Following the preliminary discussion at the last meeting, N. Mandryk announced a vote for the December EdCo meeting on dissolving the Appeals Oversight Committee as a standing committee of EdCo. The continuance of this work in other forms will be discussed at that meeting.

c) Education Quality Committee

i) 2022 Annual Program Reviews

- T. Rowlett reported that notification of this year's annual program reviews was sent out to department heads. The CTLR ran a well-attended training session on Monday. The annual program review form was shortened, and the process streamlined; departments will need to complete only the form and the department plan, which was aligned with the Academic Plan.

10. RESEARCH REPORT

- D. Wells reported that the Research Ethics Board is seeking new members from the College community; a call for expressions of interest was sent out.

11. CHAIR REPORT

- N. Mandryk reported that Curriculum Committee approved a change to the admission requirements for the Medical Laboratory Assistant Certificate program. Going forward, either English 12 or proof of English Language Proficiency is required, not both. Since this was the original intent of the department, it was agreed at the meeting to treat this as a correction, approved by Curriculum Committee, rather than moving it forward for EdCo approval. Members had no concerns about this approach.
- N. Mandryk was consulted in the review of policy C.3.14 Curriculum Development and Approval. Discussions are taking place around concept papers as well as minor and major curriculum changes.

12. STUDENT REPORT

- G. Sarnoh outlined challenges faced by students around online delivery and adapting to online learning; one particular concern was scheduling of online sessions for extended time periods (up to four hours). N. Mandryk will follow up with G. Sarnoh.

13. NEXT MEETING AND ADJOURNMENT

- EdCo Planning Day is scheduled for November 25, 9 a.m. to 12 noon, followed by lunch and planning sessions for Curriculum Committee and Education Policy Committee in the afternoon (1–3 p.m.)
- The next regular meeting will be held on December 6, 3:30–5:30 p.m.
- The meeting was adjourned at 5:36 p.m.

APPROVED AT THE DECEMBER 6, 2022 EDUCATION COUNCIL MEETING

Natasha Mandryk
Chair, VCC Education Council