



ATTENDANCE

Education Council Members

Elle Ting (Chair)
Andrew Candela (Vice Chair)
Ali Oliver
Brett Griffiths
Dave McMullen
David Wells
Denise Beerwald
Heidi Parisotto
Jessica Yeung
Jo-Ellen Zakoor
John Demeulemeester
Julie Gilbert
Marcus Ng
Natasha Mandryk
Nona Coles
Shane McGowan
Sukhman Jot Singh
Todd Rowlatt

Regrets

Lisa Hunter
Lucy Griffith

Guests

Anne Emberline
Bonnie Chan
Claire Sauvé
Clayton Munro
Dennis Innes
Garth Manning
Jane Shin
Jennifer Gossen
Melinda Schram
Nicole Degagne
Pervin Fahim
Phoebe Patigdas
Shantel Ivits
Sid Khullar
Taryn Thomson

Recording Secretary

Darija Rabadzija

1. CALL TO ORDER

- The meeting was called to order at 3:31 p.m.

2. ACKNOWLEDGEMENT

- E. Ting acknowledged that the meeting is being held on the traditional unceded territory of the Sḵwx̱wú7mesh Úxwumixw (Squamish), xʷməθkʷəy̓əm (Musqueam) and Tsleil-Waututh peoples.

3. ADOPT AGENDA

MOTION: THAT Education Council adopt the May 12, 2020 agenda as amended. An update on the aegrotat grade by D. McMullen was added as item 6f).

Moved by A. Candela, Seconded & CARRIED (Unanimously)

4. APPROVE PAST MINUTES

MOTION: THAT Education Council approve the April 14, 2020 minutes as presented.

Moved by A. Candela, Seconded & CARRIED (Unanimously)

5. ENQUIRIES & CORRESPONDENCE

- There were none.

6. BUSINESS ARISING

a) Concept Paper: Information Technology Operations, Administration, and Security

- S. Khullar and C. Sauvé presented the concept paper arising from the renewal of the longstanding Networking Technology Certificate (NETT) program and a new partnership agreement with the Centre for Arts and Technology (CAT). Four new credentials are proposed in the field of Information Technology (IT): the IT Operations Professional Certificate program, with a short certificate exit option; the Network Technology Administration and Security Post-Degree Diploma geared towards international students; and the Network Security Advanced Certificate. These programs help prepare students for industry certifications and in-demand careers in the IT sector in B.C.
- There was a discussion about the delivery mode, in view of the move to online delivery due to COVID-19. S. Khullar explained that, while the programs include hands-on components, most of the content can be delivered online. C. Sauvé added that the launch is planned for September 2021, with the hope that some components can take place on campus; lab space is available and being upgraded. In addition, VCC is planning on expanding its cloud-computing capacity next year, which will allow students to easily access specialized software from home.
- There was a discussion about the fact that the Network Technology Administration and Security Post-Degree Diploma is currently only open to international students, as well as the possible impact of travel restrictions due to COVID-19 on enrolment and financial calculations.
- A question was raised about resources to support the needs of international students in the full-time, daytime post-degree diploma program, in view of the fact that instructors in Continuing Studies are not full-time and do not have Professional Development (PD) time.

b) Continuing Studies Non-Credit Course Outlines

- C. Sauvé presented the summary of 2019 non-credit courses. Twenty-seven new courses were launched in seven program areas; 70% of the launched non-credit courses ran. A 10% alumni discount was introduced.

c) Concept Paper: Accounting and Marketing Diplomas

- D. Innes presented the concept paper for two new diplomas, expanding VCC's business offerings for both domestic and international students. The two programs are built on common core courses, with students selecting the accounting or marketing stream; demand in these two areas was identified through external research and consultations with International Education and Marketing. VCC is seeking articulation with other post-secondary institutions to allow for laddering into a degree.
- Graduates of the Accounting Diploma will qualify for in-demand accounting technician positions, and VCC is working towards accreditation by the Chartered Professional Accountants (CPA) so its courses are recognized as prerequisites for CPA programs. The possibility of including a Salesforce certification at the end of the Marketing Technology Diploma is being explored. The planned launch date was moved to September 2021.
- Responding to questions, D. Innes explained that a new department, separate from the Business Management department, is required to manage department head workload. He also clarified that the discontinuation of the CPA's Canada Advanced Certificate in Accounting and Finance (ACAF) does not impact VCC's planned offering. The CPA accreditation process is expected to take about four months; even without accreditation, graduates of the program will be able to work as accounting technicians. A typo was noted on p.31 of the meeting package (international tuition at VCC should read \$33,500). The availability of base funding for these program still needs to be confirmed.

d) Curriculum Changes during COVID-19 Pandemic

MOTION: THAT Education Council approve the provisional process for curriculum changes necessitated by the COVID-19 pandemic outlined in the decision note.

Moved by A. Candela, Seconded & CARRIED (Unanimously)

- E. Ting presented the updated decision note, which was previously discussed at Education Council in April. A working group was formed to revise the note and address concerns regarding the date and level of detail required for reporting. The process now focuses on different types of curriculum changes and outlines two pathways; the first pathway addresses changes driven by the need to transition to alternative delivery, while the second pathway focuses on learning outcomes and substantial completion.

e) Annual Update/Report: Deans and Directors

- Deans and Directors presented their departments' accomplishments from 2019/20 and priorities for 2020/21. Presentations were made by C. Munro, Dean of Indigenous Initiatives, and J. Shin, Associate Vice President Student Success.
- C. Munro expressed gratitude for the opportunity to work on the traditional unceded territory of the Sk̓wx̓wú7mesh Úxwumixw (Squamish), x̣ʷm̓əθḳʷəy̓əm (Musqueam) and Tsleil-Waututh peoples, and acknowledged his Métis ancestors, before providing an overview of Indigenous Education and Community Engagement. Responding to questions, he noted that the College has increased the number of Elders to four in order to provide more support to students at the Downtown and Broadway campuses. Currently, Elders are available remotely via Zoom. There was a discussion of specific barriers for Indigenous students during the COVID-19 pandemic, such as access to technology, and available financial and other supports.
- J. Shin provided information on [resources](#) for students available during the COVID-19 pandemic. Student Success is planning on offering another workshop in collaboration with JIBC on supporting students with disabilities in the future; the companion website (<https://sswd.jibc.ca/>) provides valuable information.

f) Aegrotat Grade

- D. McMullen provided an update on the implementation of the aegrotat grade, which was recently added to policy C.1.1. Grading, Progression and Withdrawal (approved by Education Council on March 30, 2020). An information note was distributed to Education Council members before the meeting.
- After testing in Banner, it was deemed not feasible to display both a grade and an aegrotat notation, so the transcript will show "AEG" in place of a letter grade. Credit will still be earned, and the "AEG" grade notation will still have no effect on the student's GPA. D. McMullen clarified that the "AEG" grade notation will only be available for letter-graded courses, not for courses graded Satisfactory/Unsatisfactory, apprenticeship courses or PLAR courses. (The information note will be revised to reflect this).

7. COMMITTEE REPORTS

a) Curriculum Committee

i) New Course: Math 0300 Topics in Fundamental Math

MOTION: THAT Education Council approve, in the form presented at this meeting, the new course MATH 0300 Topics in Fundamental Mathematics.

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

- S. Ivits presented the proposal for this new self-paced Basic Education mathematics review course. The current assessment process at intake often results in students being placed too low in one of the six Basic Education math levels, since students may have gaps in a few areas, but are ready for a higher level in other skills. This new course addresses this issue by allowing students to create a self-directed path to identify and address their unique learning gaps before placement in a math level. CD Funds were received to move some components online.
- T. Rowlatt added that Curriculum Committee praised the approach taken to support student success. One minor change was requested and completed.

ii) Graphic Design Diploma Program: Second Year Curriculum

MOTION: THAT Education Council approve, with the approval of the students in the cohort, the use of the new second year program for the Graphic Design Diploma program cohort that began in September 2019.

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

- A. Emberline presented the proposal to deliver the new second-year curriculum (approved in March 2020) to the currently enrolled cohort of Graphic Design Diploma students. The revised curriculum includes updates to web design components and soft skills based on industry feedback, and will better prepare students for their careers. F. Barillaro from the CTLR was consulted, and no gaps were identified for students moving from the “old” first-year to the new second-year curriculum.
- The process to implement this proposal was discussed with T. Rowlatt and E. Ting; students were anonymously surveyed and indicated support for this idea, although not all students responded. All affected students need to sign an approval form for the new curriculum to be taught; if there is no unanimous approval, the entire cohort will move forward with the previous curriculum. Curriculum Committee had no concerns.

b) Policy Committee

- A. Candela reported that the April meeting was cancelled, but the committee is meeting tomorrow to work on policies D.4.5 Student Educational Conduct and D.4.3 Student Code of Conduct (Non-Educational Matters). The next step is to bring D.4.5 to Education Council for information and community feedback; D.4.3 was already posted for community feedback.

c) Appeals Oversight Committee

- No report. L. Griffith sent regrets.

d) Education Quality Committee

i) CD Funds Update

- T. Rowlatt reported that CD Funds were paused in March due to the COVID-19 pandemic. At a recent committee meeting, deans provided updates on their original project proposals, most of which can move ahead. About \$70,000 in funds, allocated to projects that are now paused, were reallocated to other projects at a meeting last week.

ii) Updated Education Services Renewal Schedule

- T. Rowlatt presented the slightly revised schedule; the Student Conduct Office renewal was moved to 2020/21, and the Advising & Assessment Centre renewal postponed to 2021/22.

iii) Program and Education Services Renewal Reports: Building Manager Certificate & Counselling

- T. Rowlatt presented the two renewal reports for information.

8. RESEARCH REPORT

- E. Ting reported that VCC will not host Research Day this year, but there are conversations with the Library about including more student projects the next time the event is held.

9. CHAIR REPORT

- E. Ting announced that A. Candela is taking an educational leave in early September; elections for a new Education Policy Committee Chair will take place at the next Education Council meeting.
- The Education Council Planning Day is usually held in June; E. Ting will provide an update shortly.

10. STUDENT REPORT

- P. Patigdas reported that SUVCC is appealing to the federal government to extend the Canada Emergency Response Benefit (CERB) to students, since the Canada Emergency Student Benefit (CESB) does not provide the same level of financial support.

11. NEXT MEETING AND ADJOURNMENT

- The next Education Council meeting will be held on June 9, 2020, 3:30-5:30 p.m.

MOTION: THAT Education Council adjourn the May 12, 2020 meeting.

Moved by J.-E. Zakoor, Seconded & CARRIED (Unanimously)

- The meeting was adjourned at 5:35 p.m.

APPROVED AT THE JUNE 9, 2020 EDUCATION COUNCIL MEETING

Elle Ting
Chair, VCC Education Council