



VANCOUVER COMMUNITY COLLEGE EDUCATION COUNCIL
MEETING MINUTES

April 12, 2022

3:30–5:30 p.m., Videoconference

ATTENDANCE

Education Council Members

Natasha Mandryk (Chair)
Shantel Ivits (Vice-Chair)
Ali Oliver
Andy Sellwood
David Wells
Ishaan Saini
Janita Schappert
Jessica Yeung
Jo-Ellen Zakoor
John Demeulemeester
Lucy Griffith
Marcus Ng
Sarah Kay
Todd Rowlatt

Regrets

Dave McMullen
Heidi Parisotto
Louise Dannhauer
Poshak Sachdeva
Vivian Munroe

Recording Secretary

Darija Rabadzija

Guests

Adrian Lipsett
Clay Little
Dawn Cunningham Hall
Dennis Innes
Elle Ting
Jennifer Gossen
Keith Mew
Les Apouchtine
Margaret Buxton
Nahid Ghani
Nicole Degagne
Reba Noel
Shirley Lew
Susie Findlay
Sydney Sullivan
Taryn Thomson
Willy Aroca Aguirre

1. CALL TO ORDER

- The meeting was called to order at 3:32 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 səliłw̓ ətaʔt̓ (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. She added a personal reflection on the importance of the relationship with the land.

3. ADOPT AGENDA

MOTION: THAT Education Council adopt the April 12, 2022 agenda as amended.

Moved by S. Ivits, Seconded & CARRIED (Unanimously)

- N. Mandryk noted that the timing of item 6c) Academic Plan may need to be adjusted.
D. McMullen’s annual update on the Registrar’s Office (item 6a) was deferred to the next meeting.

4. APPROVE PAST MINUTES

MOTION: THAT Education Council approve the March 8 and March 16, 2022 minutes as presented.

Moved by L. Griffith, Seconded & CARRIED (Unanimously)

5. ENQUIRIES & CORRESPONDENCE

- N. Mandryk reported on enquiries from the EAL Pathways department and Education Council (EdCo) members regarding a recent significant reduction in English as an Additional Language (EAL) sections offered. There were questions about how this reduction is compatible with the recently approved Enrolment Plan and about the timing of the notification. Two EdCo members spoke to the importance of developmental programming for students, the community, and VCC's mission, and raised concerns around reducing access to programming and services. There were questions about the College's plans to support this program, including student recruitment and registration. A request was made to add this item to the May EdCo agenda; the EdCo Executive will discuss this at its next meeting.
- N. Mandryk reached out to the Academic Governance Council (Education Council Chairs from across B.C.) regarding their experiences around Indigenous representation on Education Council; a response was received from Camosun College (see item 6d).
- An EdCo member inquired about English language instruction and training for displaced Ukrainians; conversations are taking place at the senior administration level.

6. BUSINESS ARISING

a) Annual Update – Deans & Directors

- A. Lipsett presented the Centre for Continuing Studies' accomplishments in 2021/22 and priorities for 2022/23. Plans to increase administrative support for the Gladue Report Writing program were appreciated.

b) College Calendar

- L. Apouchtine, acting Deputy Registrar, presented on the new online College calendar (also called catalog), which is standard at other institutions. VCC already uses a compatible program from the same software suite (CourseLeaf) for its curriculum inventory management.
- The rationale and background for the introduction of the calendar were outlined. The target audience are current VCC students and employees; marketing program pages will continue to exist on the VCC website for recruitment purposes.
- The introduction of the calendar will impact curriculum approval timelines going forward, as the calendar will be published only once a year for the fall (with two addenda for winter and summer). As a result, new programs, or major changes to programs, will be publicized only once a year, with some flexibility for exceptions.
- The plan is to soft launch the calendar this summer for September 2022, with an official calendar to be published in March/early April 2023 for September 2023.
- The calendar will be presented at Curriculum Committee and Leader's Forum. Deans and departments were invited to contact L. Apouchtine with any questions. Members noted the importance of accessibility considerations and consultations with departments. After the soft launch, there will be opportunities for testing and feedback for both departments and students.

c) Academic Plan

- D. Wells presented updates to headings in the Academic Plan, which was previously discussed at the special EdCo meeting in March. Some headings originally mirrored specific objectives in the Strategic Innovation Plan (SIP); these headings were broadened to provide a higher-level structure. The overall

aim was to provide more clarity around the different categories, which can prompt discussions in Schools and departments.

- There was a discussion about points 5.1.3/5.14 (*“Conduct needs assessment and determine viability and potential of NEW/EXISTING programs that meet community need, provide pathways, take into consideration the labour market skills gap, and are relevant.”*). D. Wells clarified that the goal is to capture the actual cost of delivery in the context of the provincial post-secondary funding review and to provide this information to the province; e.g., some regulated programs have expanded in duration over the years without a corresponding increase in funding. It was suggested to revise the wording from “viability and potential” to “sustainability requirements,” as the intent is not to conduct an overarching viability audit. It was noted that there are already processes in place to address program viability issues due to various (including non-financial) factors (policy C.3.3 Suspension and/or Discontinuance of Programs).
- The updated Academic Plan headings will be shared with EdCo; the revised plan will return at the May meeting. D. Wells added that the Academic Master Plan will be renamed due to problematic connotations of the term “master.”

d) Indigenous Representation on Education Council

MOTION: THAT Education Council direct the EdCo Executive to develop a detailed case for adding Indigenous members to Education Council, including incorporation of consultation with Indigenous Education and Community Engagement, community feedback, and a legal opinion.

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

- N. Mandryk opened the conversation about adding dedicated seats for Indigenous representatives on Education Council to create a critical mass of Indigenous voices in governance. She acknowledged that this in itself does not constitute Indigenization but would create room for it.
- EdCo membership is stipulated in the College & Institute Act; while there is no provision specifically for Indigenous members, the act provides an opportunity to add additional voting members for renewable one-year terms under section 15(3). N. Mandryk inquired with Education Council Chairs of other institutions in B.C. about their practices; while Camosun College ultimately decided to add a non-voting Indigenous representative, VCC’s EdCo Executive is specifically proposing voting membership. D. Wells agreed to conduct legal research around section 15(3) of the College & Institute Act, and it was suggested to obtain a legal opinion.
- There was support for this idea in preliminary discussions with R. Noel, Dean of Indigenous Initiatives; D. Wells, VP Academic & Research; and the EdCo Executive. The proposal was put to Education Council members for discussion.
- Members expressed support for this initiative and emphasized the importance of creating readiness to embrace Indigenous voices on EdCo and begin the process of Indigenization. An inclusive, welcoming and safe environment will be crucial to sustain Indigenous representation over time.
- R. Noel noted that external conversations are taking place around amending the College & Institute Act and appreciated EdCo taking action within the current legislative framework. She emphasized the importance of a deliberate, thoughtful approach in preparing for the impacts of this change, which might lead to longer timelines to allow for relationship-building and consultations. Another consideration is from which College areas Indigenous EdCo members will be drawn; this could include a representative from Indigenous Education and Community Engagement (IECE), with its specific focus on Indigenization and decolonization.
- The EdCo Executive will prepare a detailed case to be presented to EdCo for decision; this will include consultation with IECE, seeking community feedback, and obtaining a legal opinion.

e) EdCo Planning Day

- N. Mandryk announced that planning has begun for the annual half-day EdCo planning session in June. Members were asked to complete a survey to determine the date and meeting format.

7. COMMITTEE REPORTS

a) Curriculum Committee

i) Program Update: Automotive Collision and Refinishing Foundation Certificate

MOTION: THAT Education Council approve, in the form presented at this meeting, revisions to the Automotive Collision and Refinishing Foundation Certificate program content guide.

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

- K. Mew presented the proposal to remove Science 10 from the program admission requirements. Completion of Science 10 is not necessary for success in the program, and this requirement poses a barrier for some students. T. Rowlatt added that a few other minor changes were made, including updating the grading scale.

ii) New Course: ENSK 0858 Grammar Skills 11

MOTION: THAT Education Council approve, in the form presented at this meeting, the new course ENSK 0858 English Grammar Skills 11.

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

- M. Buxton presented the proposal for this new College & Career Access (CCA) course, which was developed to improve students' grammar skills in preparation for grade 12-level English courses. T. Rowlatt added that Curriculum Committee discussed details of the evaluation plan, and some adjustments were made to reflect departmental practice.

iii) Program Revisions: Artisan Baking Certificate & Pastry Arts Certificate

MOTION: THAT Education Council approve, in the form presented at this meeting, the curriculum for the significantly revised Artisan Baking Certificate and Pastry Arts Certificate, including 20 new courses, and recommend the Board of Governors approve the implementation of the two significantly revised programs.

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

- S. Findlay presented the proposal for major revisions arising from the 2018/19 program renewal. Revisions focused on improving program currency, reducing instructor changes to improve the student experience, increasing theoretical rigor, and aligning with institutional learning outcomes and ITA outcomes. During the consultation process, there was support for increasing the language requirement from English 10 to 11. The department will conduct research before considering this change.
- T. Rowlatt added that the Registrar's Office worked with the department around delivery of the program. Curriculum Committee requested only minor adjustments, which were completed.

iv) New Program: Hospitality Management Post-Degree Diploma

MOTION: THAT Education Council approve, in the form presented at this meeting, the curriculum for the new Hospitality Management Post-Degree Diploma program, including 15 new courses, and recommend the Board of Governors approve the credential.

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

- W. Aroca Aguirre presented the proposal for this new program targeted at students who already hold a bachelor's degree and are looking to shift to a career in hospitality management. There is industry demand for graduates that are able to enter the field at a higher, more managerial level, compared to

graduates of the diploma program. T. Rowlatt added that Curriculum Committee discussed the distinction between the different programs in this field at length. An eight-week practicum is included at the end of the program; the relatively low number of credits in the program is partially explained by the fact that students will be primarily working for half a term.

v) Changes to Grading Scales

MOTION: THAT Education Council approve changes to the grading scales in 12 programs, effective on the dates identified for each program.

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

- T. Rowlatt presented the second and final round of adjustments to program grading scales, resulting from efforts to consolidate and standardize scales at the College in the context of a review of policy C.1.1 Grading, Progression and Withdrawal. A working group consisting of N. Mandryk, M. Schram, and T. Rowlatt connected with departments to make these changes, and the number of grading scales used at VCC has been reduced to three.

b) Policy Committee

- S. Kay reported that the Board of Governors approved the revised policy A.3.2 Policy Development and Management on March 30. This revision expands the committee's decision-making authority to send policies for College feedback and approve changes to procedures and policy definitions without additional EdCo approval. The impact on the committee's role will be discussed at the April 13 committee meeting. Other agenda items include an update to a definition in policy D.4.5 Academic Integrity (which can now be approved by the committee); review of revised policy D.3.10 Indigenous Education Enrolment (to be sent for College feedback); and discussion of policy C.1.3 Granting of Credentials.

c) Appeals Oversight Committee

- No report.

d) Education Quality Committee

i) Program and Education Services Renewal Schedules

- T. Rowlatt reported that D. Wells and C. Munro approved the Program and Education Services Renewal Schedules (included in the meeting package). T. Morgan was consulted to ensure sufficient capacity in the CTLR to support the scheduled renewals.

ii) CD Fund 2022-23

- T. Rowlatt presented the projects approved for CD funding, including several proposals to complete curriculum development work arising from program renewals. There were also proposals around themes of decolonization and equity.

8. RESEARCH REPORT

- E. Ting reported that the Research Ethics Board is discussing how to support research ethics education in the context of a recent change to the federal training program (CORE-2022). As this module was significantly condensed, the REB plans to create its own resources; a survey will be conducted to identify needs around research ethics education.
- The Canadian Association of Research Ethics Boards will hold its annual conference online from April 20-22.

9. CHAIR REPORT

- N. Mandryk reported that the Board of Governors discussed and approved the Enrolment Plan at its March 30 meeting.
- There are ongoing discussion about Indigenous representation in governance.

- The Board of Governors has begun a practice of rotating land acknowledgements; EdCo members were invited to share their own land acknowledgements at future EdCo meetings.

10. STUDENT REPORT

- M. Ng reported on a successful referendum to increase student union fees by \$2.50; this change still needs to be ratified by the SUVCC Board. Funds raised will be used for various student life initiatives, including an emergency food bank and emergency aid fund. There was a discussion about food insecurity among students. The Hospitality Management department recently hosted an event related to this issue.

11. NEXT MEETING AND ADJOURNMENT

- The next Education Council meeting will take place on May 10, 2022, 3:30-5:30 p.m.
- The meeting was adjourned at 5:20 p.m.

APPROVED AT THE MAY 10, 2022 EDUCATION COUNCIL MEETING

Natasha Mandryk
Chair, VCC Education Council