



## ATTENDANCE

### Education Council Members

Natasha Mandryk (Chair)  
Shantel Ivits (Vice-Chair)  
Ali Oliver  
Andy Sellwood  
Dave McMullen  
David Wells  
Janita Schappert  
Jessica Yeung  
Jo-Ellen Zakoor  
John Demeulemeester  
Louise Dannhauer  
Marcus Ng  
Sarah Kay  
Todd Rowlatt

### Regrets

Heidi Parisotto  
Ishaan Saini  
Lucy Griffith  
Vivian Munroe

### Guests

Adrian Lipsett  
Clay Little  
Dawn Cunningham Hall  
Dennis Innes  
Elle Ting  
Jeremy White  
Joy Dalla-Tina  
Laurence Mollerup  
Michael Yue  
Nicole Degagne  
Pam Khinda  
Pervin Fahim  
Shirley Lew  
Sid Khullar

### Recording Secretary

Darija Rabadzija

## 1. CALL TO ORDER

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

## 2. ACKNOWLEDGEMENT

- S. Kay acknowledged the College's location on the traditional and unceded territories of the x<sup>w</sup>məθk<sup>w</sup>əy əm (Musqueam), Sḵw̓x̓ wú7mesh (Squamish), and səilw̓ 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.

## 3. ADOPT AGENDA

**MOTION:** THAT Education Council adopt the June 7, 2022 agenda as presented.

**Moved by D. Wells, Seconded & CARRIED (Unanimously)**

## 4. APPROVE PAST MINUTES

**MOTION:** THAT Education Council approve the May 10, 2022 minutes as presented.

**Moved by A. Oliver, Seconded & CARRIED (Unanimously)**

## 5. ENQUIRIES & CORRESPONDENCE

- There were none.

## 6. BUSINESS ARISING

### a) Contract Training Update

- M. Yue and P. Khinda provided an update on 2021-22 contracts. While the Partnership Development Office (PDO) does not implement all contracts, it manages the contract repository to ensure all information is captured and stored. 32 new contracts started in the last fiscal year, with a budgeted value of \$ 5.1 million. Highlights included a pan-Canadian project for Supportive Care Assistant (SCA) training and the provincial Health Care Access (HCA) Pathway project, both addressing labour shortages in the healthcare sector. International Education worked on a partnership including VCC to support Kenyan institutions in developing gender-sensitive skills training programs.
- It was clarified that the SCA program does not involve VCC instructors, as the content is at a lower level than programs taught at VCC. The training is self-paced and can be delivered without an instructor, although students at VCC receive some support by an instructor from the B.C. Care Providers Association. Several departments—Jewellery Art & Design and Culinary Arts— are involved in the project in Kenya. The WeBWork open-source homework platform was implemented in the Math department with a grant provided by BCcampus. There was a discussion about the PDO's process to determine whether to partner with an external organization or a VCC department; this depends on the nature of the project and includes considerations of expertise available at the College.

### b) Program Risk Review/Cost Analysis

- D. Wells presented on the program review/analysis in the context of the provincial funding model review. VCC will need to provide information to the province on its diverse program mix and student body, and related costs of delivery. The project also aligns with the College's Risk Registry and Strategic Innovation Plan (SIP) goals under the Academic Innovation pillar. Key data on all courses will be captured, including impacts and rationale for variances (particularly from the standard term structure), and remediation or mitigation strategies developed.
- Responding to questions about the timeline and involvement of departments, D. Wells explained that the plan is to finalize rubrics by the fall. Overall timelines have not yet been determined, but the goal is to gather data within the next 1–1.5 fiscal years and provide reports on the project every 3–6 months. Departments will be engaged in the process, which will include capturing data on benchmarks across the sector. There was a discussion about resources for specific student supports in areas such as International Education, Deaf and Hard of Hearing (DHH), and developmental programming.

### c) Academic Plan

**MOTION:** THAT Education Council recommends the Board approve the 2022-2025 Academic Plan.

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

- D. Wells presented the Academic Plan. Categories were reviewed last month, and some adjustments made to language; the plan was then populated with action items from different departments.
- There were questions about two areas that were mostly left blank – 4.4.1 (*“Establish criteria for incorporating new experiential learning opportunities into programming”*) and 2.3 (*“Build appropriate and mutually beneficial relationships with diverse and equity-seeking communities to honour and respect our obligations and responsibilities”*). D. Wells explained that 4.4.1 falls under the VP Academic & Research/AVP Academic Innovation; this area is being explored and was intentionally left blank, since criteria have not yet been developed. Similarly, discussions around Justice, Equity, Diversity, and Inclusion (JEDI) are in progress, and there were no specific departmental action items that fit into this category this year. S. Ivits, Co-Chair of the EDI Advisory Committee, recommended including the committee in the Academic Plan process next year.

## d) EdCo Planning Day Debrief

- N. Mandryk reflected on EdCo Planning Day held on June 6. C. Little and Elder Jean Wasegijig led a session around Indigenizing EdCo meeting practices. The discussion revolved around the role of Elders; land acknowledgements; talking circles; land as pedagogy (considering where to hold meetings); and cleansing and smudging. The emphasis was on learning to understand and respect ceremony and the role of Elders in mentoring and teaching.
- During the second session, members discussed Strategic Innovation Plan (SIP) goals and explored potential priorities for Education Council, both for its own internal processes and for its role at the College overall. Themes included academic quality, empowerment, inclusivity, and communication and engagement with the College and wider community. The next step will be to develop an EdCo planning document with goals and questions based on this conversation. The EdCo Executive will work on a document for further discussion in the fall.

## 7. COMMITTEE REPORTS

### a) Curriculum Committee

#### i) Program Update: Marketing Technology

**MOTION:** THAT Education Council approve, in the form presented at this meeting, the revised program content guide for the Marketing Technology Diploma, including six new and six revised course outlines.

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

- J. White presented the proposal, which was developed in consultation with industry experts to better prepare graduates for the job market. Several new courses were created and learning outcomes and assessments in existing courses adjusted. T. Rowlatt added that Curriculum Committee requested only minor edits. The first Marketing Technology Diploma cohort just finished its first year and will start its second year in September.

#### ii) New Program: Certificate in Preparatory Music

**MOTION:** THAT Education Council approve, in the form presented at this meeting, the new Preparatory Music Certificate, including six new and four revised courses, and recommend the Board of Governors approve the credential.

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

- L. Mollerup presented the proposal for a new 8-month Certificate in Preparatory Music, which will be accessible to all students, including international, and provide a clear pathway into the Music Diploma program. The program includes music ensemble, which was previously not available to students in preparatory offerings; students can either join the VCC Concert Choir or VCC's Indigenous Vocal Ensemble directed by Russell Wallace. The department will continue to offer online preparatory courses in the summer, managed by Continuing Studies. T. Rowlatt added that Curriculum Committee requested only minor adjustments.

#### iii) Program Update & New Program: Building Manager Certificate & Short Certificate

**MOTION:** THAT Education Council approve, in the form presented at this meeting, the significantly revised Building Manager Certificate program and the new Building Manager Short Certificate, including nine new courses, and recommend the Board of Governors approve the credentials.

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

- S. Khullar presented the redesign of this long-standing program, following the program renewal in 2020, which included extensive internal and external stakeholder input. Students can complete all nine courses to obtain the full certificate or exit with a short certificate after four courses. Courses can also be taken individually and provide professional development opportunities for those already working in

the field. The program can be offered hybrid or fully online, expanding its geographic reach. A new course on sustainable buildings covers topic such as energy efficiency and green retrofitting, supporting climate change initiatives. T. Rowlatt added that Curriculum Committee discussed the use of percentage ranges in evaluation plans; ranges were adjusted to the 15% limit approved by Education Council.

#### iv) Minor Changes Update

- T. Rowlatt presented the biannual update on minor curriculum changes approved by Curriculum Committee from January to May. A significant number of courses, which were either superseded or not taught in years, were deactivated as part of clean-up efforts.

#### b) Policy Committee

##### i) Update to Committee Terms of Reference

**MOTION:** THAT Education Council approve, in the form presented at this meeting, the revised Education Policy Committee Terms of Reference.

**Moved by S. Kay, Seconded & CARRIED (Unanimously)**

- S. Kay presented revisions to the Education Policy Committee Terms of Reference (ToR), aligning them with recent updates to policy A.3.2 Policy Development and Management. The committee now has the authority to send procedures and policies for College feedback and approve updates to procedures and definitions. The ToR document was also slightly reorganized.
- It was suggested to integrate relational and substantive fairness into the ToR, as a step towards decolonization. The ToR currently only reference procedural fairness, a colonial legal construct. There was support to bring this recommendation back after further discussion and consultations. At this time, the ToR were approved in the form presented.

##### ii) Policies Approved for College Feedback

- S. Kay reported that discussions are ongoing around definitions in policy D.4.5 Academic Integrity related to contract cheating/selling of academic work and impersonation.
- Policies D.3.10 Indigenous Education Enrolment and C.1.3 Granting of Credentials are undergoing full scheduled reviews. Both policies were discussed at Education Policy Committee and posted for College feedback from May 12–June 2. Revisions to D.3.10 focused on clarifying that two designated seats are held for Indigenous learners, and stipulating timelines; this does not prevent programs from offering more seats. One key revision to policy C.1.3 (after the draft went for feedback) was to make credit ranges for different credentials required, rather than recommended, with exceptions approved by Education Council. Both policies will return to the committee on June 8.
- To streamline the timing of policy reviews and approvals, Education Policy Committee will meet on the first Wednesday of the month (the week before EdCo) starting in September.

#### c) Appeals Oversight Committee

- No report.

#### d) Education Quality Committee

- No report.

### 8. RESEARCH REPORT

- E. Ting reported that the Research Ethics Board (REB) continues to receive about two review request per month. There is one more meeting before the summer break. It was suggested to have a presentation on the REB's structure and work at EdCo in September.
- Research policies are undergoing a scheduled review, in the context of changes to federal guidelines and training. The REB is also looking at the appropriate scope of projects for review.

- The new CORE-2022 (Course on Research Ethics) training course needs to be implemented; the REB will consult on this at the upcoming REB West Conference (June 16–17).
- E. Ting congratulated KJ Hills for winning Nipissing University’s annual Three Minute Thesis (3MT®) presentation.

## **9. CHAIR REPORT & EDCO ANNUAL REPORT 2021**

- N. Mandryk met with J. Shin to discuss sharing the Strategic Innovation Plan (SIP) objectives with Education Council. Objectives have not been shared due to concerns about putting pressure on departments to complete objectives, and because objectives are dynamic and might change. The Senior Team is working with Marketing on a communications strategy. EdCo is hoping to receive a pilot report on current and completed objectives in the fall, with more information to follow early next year.
- Members were invited to let N. Mandryk know if they would like to provide the land acknowledgement at an upcoming EdCo meeting; the goal is to rotate the acknowledgement.
- P. Sachdeva’s EdCo membership as a student representative ended in April 2022. J. Yeung and I. Saini will remain members until August, but this was their last meeting. N. Mandryk thanked student members for their work.

### **a) EdCo Annual Report 2021**

- The annual summary report was included in the meeting package for information.

## **10. STUDENT REPORT**

- M. Ng reported on the recent BC Federation of Students’ Skills Development Symposium in Victoria.

## **11. NEXT MEETING AND ADJOURNMENT**

- The next Education Council meeting will be held on September 13, 2022, 3:30-5:30 p.m., via Zoom.
- The meeting was adjourned at 5:25 p.m.

## **APPROVED AT THE SEPTEMBER 13, 2022 EDUCATION COUNCIL MEETING**

**Natasha Mandryk**  
**Chair, VCC Education Council**