



ATTENDANCE

Education Council Members

Natasha Mandryk (Chair)
Andy Sellwood
Dave McMullen
David Wells
Heidi Parisotto
Janita Schappert
Jo-Ellen Zakoor
John Demeulemeester
Louise Dannhauer
Lucy Griffith
Marcus Ng
Sarah Kay
Todd Rowlatt
Vivian Munroe

Guests

Aerin Hack
Clay Little
Dawn Cunningham Hall
Dennis Innes
Domingo Salviejo
Ian Humphreys
Mari Paz Vera
Nahid Ghani
Pervin Fahim
Reza Nezami
Shirley Lew
Stefan Nielsen
Susie Findlay
Taryn Thomson

Regrets

Ali Oliver
Shantel Ivits (Vice-Chair)

Recording Secretary

Darija Rabadzija

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT

- A. Sellwood acknowledged the College's location on the traditional and unceded territories of the x̱m̱əθḵ'əy̱ əm (Musqueam), Sḵw̱x̱ wú7mesh (Squamish), and səliłw̱ ətaʔṯ (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 October 11, 2022 agenda as presented.

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

4. APPROVE PAST MINUTES

MOTION: THAT Education Council approve the September 13, 2022 minutes as amended. C. Little's title was corrected.

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

5. ENQUIRIES & CORRESPONDENCE

- N. Mandryk reported on correspondence received from S. Kay on behalf of EAL (English as an Additional Language) faculty. The EAL and LINC (Language Instruction for Newcomers) departments were informed that their spring term will change from April–June to May–July in 2023 to align with standard terms. S. Kay shared faculty concerns from an equity lens about the impact on EAL/LINC

students with school-aged children, and the potential impact on enrolment. The email was shared with EdCo members after the meeting.

6. BUSINESS ARISING

a) Campus Plan Update

- I. Humphreys provided an update on the Campus Plan. The overall goal is to redevelop VCC's properties at Broadway and downtown to create new campus facilities, as well as housing and commercial developments that will benefit the community and provide sustainable funding for the College.
- The first stage of the project is to build the Centre for Clean Energy & Automotive Innovation (CCEAI) on the parking lot at Great Northern Way (GNW). The business case has been submitted to the ministry for review and will subsequently move to the treasury board for consideration. No funding decision has been made at this time. While awaiting this decision, the design process is continuing.
- A Knowledge Keepers workshop was held in May to assist the architects in understanding the significance of the land to the x^wməθk^wəy əm (Musqueam), Skwx̱ wú7mesh (Squamish), and səililw̱ ətaʔt (Tsleil-Waututh) host nations and to honour its cultural history in the building design. The CCEAI was designed to resemble a canoe with its concrete, glass, and mass timber construction. The redesigned VCC campus will become part of a "cultural ribbon" along GNW.
- The sequence of the plan changed following the approval of the City of Vancouver's Broadway Plan in May 2022. Originally, the plan was to move operations from the Dunsmuir Tower at the Downtown Campus to the CCEAI, followed by redevelopment of the downtown site. Revenue raised by this development would have been used to build a second new building at GNW to house operations currently located in Building A at Broadway. Finally, affordable housing would have been developed at the Broadway site.
- Adoption of the Broadway Plan by City Council offers an opportunity to construct a second VCC building on Great Northern Way sooner than anticipated. If the College's development plan is approved, it will allow for housing development on the Broadway side of the campus earlier than originally planned. This is in line with the city's priority of increasing density around SkyTrain stations. The College is in discussions with BC Housing around options for affordable housing.

b) RFQ Academic Process Overview – Part 1: Program Cost 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. The three aspects of the framework will be discussed in dialogues at Education Council and Leaders' Forum over the next few months; meetings with different schools and departments will take place from November 2022 to March 2023.
- This first presentation focused on financial sustainability/program cost review, in the context of BC's public post-secondary funding review, for which submissions were made by [VCC](#), the VCC Faculty Association ([VCCFA](#)), and the Students' Union ([SUVCC](#)); VCC's Campus Plan; and the return to the requirement for a balanced budget (following more relaxed provincial rules during the pandemic).
- The first step is to accurately capture the cost of program delivery and communicate this information to the province. This data is also crucial for schools/departments considering changes (e.g., expanding delivery, program renewal). The process includes clear differentiation between new programs, program expansions, and contract delivery, as well as between direct and indirect costs. Enrolment planning will be linked more closely with financial planning.
- There were questions about the start of the cost review; while dialogues with departments will continue into spring 2023, some of this work is already underway or will happen sooner, e.g., in departments undergoing renewal. Regarding potential apprehension in program areas with a high cost of delivery, D. Wells noted that there will be conversations with departments. He reiterated the

purpose of the process to capture and provide information to the ministry; VCC's delivery costs will not be reviewed in isolation, but in comparison to other institutions offering similar programming.

c) Research Advisory Council

- D. Wells reported that the Research Advisory Council (RAC) met on September 22 to review and revise its terms of reference. The draft document was presented; the revised version still needs to be approved by RAC. The committee is chaired by the VP, Academic & Research. The group's duties include establishment of research priorities for VCC, work on research-related policies and procedures, and adjudication of internal research funding.
- As applied research is becoming more of a priority for the ministry, the goal is to build foundational capacity at VCC and to pursue external research funding opportunities.

d) Memoranda of Understanding (MOUs): National Chung Cheng University, Shu-Te University, Hungkuang University and Atlantic Technological University

- D. Wells reported that VCC signed three Memoranda of Understanding (MOUs) with post-secondary institutions in Taiwan, following an international education conference earlier in the year. These MOUs are high-level agreements to explore opportunities for collaboration, such as exchange of faculty and students. For any more formal commitments, e.g., around transfer, an affiliation agreement would need to be developed in the future. VCC also signed an MOU with Atlantic Technological University (ATU) in Ireland; ATU is an amalgamation of three institutions VCC already had agreements with. Copies of the MOUs will be provided to Education Council for information (as per policy C.3.10 Educational Affiliations).

e) EdCo Planning Calendar

- N. Mandryk presented the 2023 Education Council Planning Calendar for information and invited feedback from members. Some items related to appeals and the Appeals Oversight Committee may need to be adjusted (see discussion under item 7c).

f) EdCo Planning Day

- EdCo Planning Day will be held on November 25 in a HyFlex format (online and in person at the Broadway Campus). The morning session will be followed by lunch with standing committee members and afternoon planning sessions for Education Policy and Curriculum Committees. Members were invited to suggest topics for discussion.

g) EdCo Elections

- Voting closed today, and results will be announced by the end of the week. N. Mandryk thanked departing EdCo members J. Demeulemeester and S. Ivits, EdCo Vice-Chair, for their work and contributions over the years.

7. COMMITTEE REPORTS

a) Curriculum Committee

i) Program Update: Baking Foundation Certificate

MOTION: THAT Education Council approve, with amendments presented at this meeting, the significantly revised program content guide for the Baking Foundation Certificate and recommend the Board of Governors approve the implementation of the significantly revised program.

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

- S. Findlay presented the proposal. The 11-month Artisan Baking and Pastry Arts Certificate were recently revised, which included creation of new courses. The current proposal is to align the Baking Foundation Certificate with these changes so that it mirrors the first 6 months of the longer certificate programs.

- T. Rowlett added that one more change was made to the program content guide after distribution of the meeting package: the program learning outcomes were updated to align more closely with the language in the other two certificates.
- The tuition change proposal for the 11-month programs is currently under review by the ministry; the two significantly revised programs will then move forward to the Board of Governors for approval of tuition and implementation. As this will also apply to the Baking Foundation Certificate, the motion was amended to recommend approval to the Board of Governors.

b) Policy Committee

- No report; the committee did not meet this month.

c) Appeals Oversight Committee

- N. Mandryk re-opened the conversation about the Appeals Oversight Committee (AOC) and considerations to carry on the work of this EdCo standing committee in a different structure.
- The committee's duties were reviewed, which include recruitment and training of individuals to serve on appeals committees/panels; collection of anonymous data on appeals and outcomes; review and recommendations to the College on resources required to adequately respond to appeals; and providing feedback to Education Council on the overall functionality of VCC's appeals processes.
 - Training: The original (later abandoned) plan was to form an appeal hearing committee that would meet monthly; a significant number of individuals needed to be trained to serve on this committee. However, there are very few appeals to Education Council (two appeals in the last two years); most academic appeals are managed at the dean's level. An online [Moodle training course](#) has been developed, reducing the need for in-person training.
 - Data collection: Education Council keeps data only on appeals to EdCo. Some data on other academic appeals has been tracked in the School of Health Sciences. N. Mandryk plans to discuss a suitable process for data collection with Student Services and the Registrar's Office.
 - Review and recommendations on resources & feedback to EdCo on appeals processes: N. Mandryk suggested moving this aspect into a separate working group consisting initially of the EdCo Chair, the AVP Students & Enrolment Services, a Students' Union (SUVCC) representative, and the Arbiter of Student Issues.
- It was noted that Education Council's key responsibility related to appeals is to "set policies and procedures for appeals by students on academic matters and establish a final appeal tribunal for these appeals" (College and Institute Act, RSBC 1996, c 52, s 24(e)). In addition to this, N. Mandryk suggested EdCo retain the responsibility to maintain training materials and add this as an action item on the annual planning calendar. The next step will be to form the working group and continue conversations with Student Services and other areas around data collection, appeals practices, and feedback.
- There were questions about related policies. D.4.2 Student Grievance will be rescinded once a webpage for student complaints has been set up. Policy C.1.2 Appeal of Final Grade was last revised in 2016 and is up for review. N. Mandryk will follow up on this policy.
- During previous discussions of policy A.2.1 Appeal to Education Council on Educational Matters, the question of defining academic matters was raised. This will be discussed during the policy review. Currently, students can appeal matters to EdCo that pertain to two policies: C.1.2 Appeal of Final Grade and D.4.5 Academic Integrity.

d) Education Quality Committee

i) Annual Program Reviews – Summary Report

- T. Rowlatt presented the annual report summarizing conversations with all deans on annual program reviews. Themes included adjustments to COVID-19 and efforts around decolonization and Indigenization, as well as mental health and well-being. Areas identified for further exploration include the College's capacity for innovation; recruitment and retention of employees; and quality in online and blended delivery.

ii) Program Renewal/Accreditation Reports: CACE Computer Applications and CAD & BIM Technician

- Reports from the CACE Computer Applications renewal and CAD & BIM Technician accreditation were presented for information.

8. RESEARCH REPORT

- No report.

9. CHAIR REPORT

- N. Mandryk reiterated the invitation to members to share the land acknowledgement and thanked C. Little for his support in this area.
- Policy A.2.1 Appeal to Education Council on Educational Matters is up for review. N. Mandryk and S. Kay have started reviewing documents created by a previous working group that looked at the policy and appeals processes. The plan is to use an EDI assessment tool created by the EDI Committee in this policy review to ensure an equitable approach to final academic appeals.

10. STUDENT REPORT

- No report.

11. NEXT MEETING AND ADJOURNMENT

- The next Education Council meeting will be held on November 8, 2022, 3:30-5:30 p.m., via Zoom.
- 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 meeting was adjourned at 5:29 p.m.

APPROVED AT THE NOVEMBER 8, 2022 EDUCATION COUNCIL MEETING

Natasha Mandryk
Chair, VCC Education Council