



VANCOUVER COMMUNITY COLLEGE EDUCATION COUNCIL MEETING MINUTES

January 10, 2023

3:30–5:30 p.m., Videoconference

ATTENDANCE

Education Council Members

Natasha Mandryk (Chair)	David Wells	Louise Dannhauer
Sarah Kay (Vice-Chair)	Dennis Innes	Marcus Ng
Ali Oliver	Derek Sproston	Shirley Lew
Andy Sellwood	Gabby Sarnoh	Todd Rowlett
Belinda Kaplan	Heidi Parisotto	Vivian Munroe
Dave McMullen	Janita Schappert	

Regrets

Sonal Singh

Guests

Adrian Lipsett	Jo-Ellen Zakoor	Nicole Degagne
Andrea Korens	John Demeulemeester	Stefan Nielsen
Clay Little	Karen Wilson	Tannis Morgan
Dawn Cunningham Hall	Laurence Mollerup	Taryn Thomson
Emily Logan	Lucy Griffith	
Herbie Atwal	Marnie Findlater	

Recording Secretary

Darija Rabadzija

1. CALL TO ORDER

- The meeting was called to order at 3:30 p.m.
- D. Innes and S. Lew were welcomed as new administration representatives on Education Council.

2. ACKNOWLEDGEMENT

- A. Oliver acknowledged the College's location on the traditional and unceded territories of the x̱m̱əθḵəy̱ əm (Musqueam), Sḵw̱x̱ wú7mesh (Squamish), and sə̱lilw̱ 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 January 10, 2023 agenda as amended. Item 6 d) Articulation Agreement with CCTB was deferred.

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

4. APPROVE PAST MINUTES

MOTION: THAT Education Council approve the December 6, 2022 minutes as presented.

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

5. ENQUIRIES & CORRESPONDENCE

- There were none.

6. BUSINESS ARISING

a) RFQ Academic Process – Part 3: Quality

- D. Wells presented on the quality aspect of 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 quality aspect includes considerations around VCC policies and the College's Strategic Innovation Plan (SIP) goals, third party obligations, and reporting requirements.
- Processes for different types of changes incorporating all three RFQ aspects were outlined. There was a discussion about how to include RFQ considerations into upcoming program renewals.
- Many aspects of the RFQ process already exist; the new pieces mostly revolve around risk and financial considerations. The process will evolve over time, and there is flexibility to make adjustments.
- The next step will be further presentations and conversations at Leaders' Forum, with departments, Instructional Associates in the CTLR, and unions. There were questions about the timeline for departments to undergo this process. The goal for the next 1–2 fiscal years is to first gauge the scope of work and identify priorities.

b) Academic Plan Update

- D. Wells reported on the progress of planned initiatives, including program renewals and projects funded through the Curriculum Development (CD) Fund and the Service Innovation and Enhancement Fund (SIEF). The development of a program costing framework is underway.
- D. Wells suggested a discussion at Education Council to finalize the Academic Plan (formerly Academic Master Plan), in view of the overarching Strategic Innovation Plan (SIP). This item will be discussed at an upcoming EdCo meeting.

c) Brand and Web Project (BAWP) Survey

- Following the recent presentation to Education Council on the brand refresh project, K. Wilson invited participation in a current College-wide survey as part of this project. The [link](#) was disseminated via the Digest. A separate link was sent out to students.

d) Articulation Agreement with CCTB (Canadian College of Technology and Business) for Computer Systems Technology Diploma

- Item deferred.

e) Badges – Working Group Update & Pilot

- A. Lipsett presented on the badges working group, which was established in spring 2022 in the context of increased interest in micro-credentials. A key task was to develop a definition of badges at VCC, since there is no standard across Canada. At VCC, badges are competency or skills based; include an assessment of the learner (not solely based on participation); and must meet an industry-aligned need. Badges are intended to benefit students in terms of employment and careers, since they provide objective verification of skills sought after by industry.
- The badge creation and approval process was outlined for the pilot project launching in January 2023. VCC will be utilizing the MyCreds system. Students who successfully complete a course assigned a badge will receive access to a digital badge, which they can choose to share, e.g., on their LinkedIn profile. There is no additional cost to students. The first phase of the project will be evaluated based on key performance indicators (KPIs) and student and community feedback before moving into the second phase in 2024.
- There was a discussion about EdCo's role; EdCo approves curriculum for courses and programs but would not be involved in the badge creation process.

- Other local institutions providing badges include Capilano University and Simon Fraser University. The area of badges is in flux and developing, and interest from employers will need to be assessed and monitored. Generally, institutions are moving towards the use of platforms such as MyCreds as a way to securely share student information (including, e.g., transcripts and letters) with employers or other schools.

7. COMMITTEE REPORTS

a) Curriculum Committee

i) Course Update: MATH 1111 Introduction to Statistics

MOTION: THAT Education Council approve, in the form presented at this meeting, the revised course outline for MATH 1111 Introduction to Statistics.

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

- N. Mandryk presented the proposal to change the course pre-requisites from Precalculus 11 to Foundations of Mathematics 11, which is at a lower level than Precalculus 11 but has enough algebra content to prepare students for Math 1111. This will reduce barriers to access for students. MATH 1111 is a pre-requisite for several health programs and some University Transfer courses. The course evaluation plan was also adjusted to align with current department practice.

ii) New Program: Certificate in Preparatory Music

MOTION: THAT Education Council approve, in the form presented at this meeting, the new program content guide for the Preparatory Music Certificate, two revised and four new courses, and recommend the Board of Governors approve the credential.

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

- L. Mollerup and E. Logan presented the proposal for this new program, which was revised since its first presentation to Education Council in 2022. The proposal is to bundle preparatory music courses, which the department has been running for years, into a credential to make it eligible for student visas and open it up to international students looking to prepare for entry into VCC's Music Diploma program. Instruction time in courses was increased, and preparatory performance technique courses and ensemble credits were added.
- T. Rowlatt noted that Curriculum Committee had a longer discussion about the use of "preparatory" in the program name, but this terminology is common in the industry.

iii) Minor Curriculum Changes

- T. Rowlatt presented the biannual update on minor curriculum changes approved by Curriculum Committee from June to December 2022. In consultation with N. Mandryk, the committee has been approving more changes affecting "major" fields in program content guides and course outlines, as long as the material changes themselves were minor, in order to expedite the process. Changes to these fields would typically be brought to Education Council for approval. EdCo members did not have concerns about this approach.

b) Policy Committee

i) F.1.1 Ethical Conduct for Research Involving Humans

- S. Kay presented the revised policy for information. This policy underwent a scheduled five-year review. Key changes included addition of a section on research involving Indigenous peoples in Canada; clarification of language around composition of the REB and inclusion of at least one seat for an Indigenous member; and the establishment of a formal appeals process, with a related Memorandum of Understanding (MOU) with Kwantlen Polytechnic University (KPU). Based on Education Policy Committee feedback, a statement on equity, diversity, and inclusion (EDI) was included in procedures. The policy is open for College feedback until January 19.

- At its December meeting, the committee debriefed the planning day sessions on anti-racism and EDI and started preliminary conversations on incorporating these considerations into the policy review process and guiding questions. There was no meeting in January.

c) Education Quality Committee

i) Curriculum Development (CD) Fund 2023/24 Guidelines

- T. Rowlatt reported that \$400,000 in curriculum development funding is again available this year. The call for proposals has been sent out. As in previous years, scheduled program renewals will receive at least \$5,000 in automatic funding. In addition to funding development of teaching and learning materials for online delivery, eligibility was expanded this year to all delivery modes; decisions on funding will consider the impact of proposed projects. The costing template for CD proposals needs to be finalized. The Centre for Teaching, Learning and Research is hosting a workshop on January 17.

8. RESEARCH PROJECT REPORT

a) Courageous Dialogues: Building Capacity to Transcend Polarization in Civil Society

- N. Mandryk explained that in conversation with the interim Research Ethics Board (REB) Chair, the idea arose of expanding the regular research report to include updates on research activities at VCC. This particular project fits well with the question of how to make space for difficult conversations at EdCo.
- A. Korens presented on this three-year project in collaboration with Selkirk College and Capilano University. The first year included a literature review and survey. The goal is to identify and disseminate information on interventions and tools to bridge divides in polarized conversations. More information on the project is posted on the [Selkirk website](#), including an annotated [bibliography](#).
- As part of the project, a community learning circle is starting at VCC. The sessions at VCC are limited to faculty and staff, but similar sessions at the other participating institutions are open to community members as well. There was a discussion about other organizations working in this space, such as Braver Angels in the US.

9. CHAIR REPORT

- N. Mandryk announced the upcoming by-election to fill two vacant seats on EdCo, the Student Success faculty seat and one Downtown student seat. Exact dates for the by-election are to be determined.
- The appeals working group met last week; this group is continuing work around appeals following the dissolution of the Appeals Oversight Standing Committee in December.
- N. Mandryk will meet with T. Rowlatt and D. McMullen to discuss expedited governance pathways for curriculum.

10. STUDENT REPORT

- No report.

11. NEXT MEETING AND ADJOURNMENT

- The next Education Council meeting will be held on February 14, 2023, 3:30-5:30 p.m., via Zoom.
- The meeting was adjourned at 5:13 p.m.

APPROVED AT THE FEBRUARY 14, 2023 EDUCATION COUNCIL MEETING

Natasha Mandryk
Chair, VCC Education Council