



**VANCOUVER COMMUNITY COLLEGE  
EDUCATION COUNCIL  
CERTIFIED RESOLUTION  
January 10, 2023**

I, Natasha Mandryk, Chair of the Education Council of Vancouver Community College (“VCC”), certify that the following resolutions were duly passed by the Education Council of VCC at a meeting held on January 10, 2023.

**RESOLVED THAT** Education Council approved:

- Updates to MATH 1111 Introduction to Statistics, including to pre-requisites and the evaluation plan
- Program content guide for the new Preparatory Music Certificate, including four (4) new and two (2) revised courses:

New Courses:

- MUSC 1041 Preparatory Performance Techniques 1
- MUSC 1042 Preparatory Performance Techniques 2
- MUSC 1050 Preparatory Music Individual Instruction 1
- MUSC 1060 Preparatory Music Individual Instruction 2

Revised Courses:

- MUSC 1054 Preparatory Class Piano 1
- MUSC 1064 Preparatory Class Piano 2

**RESOLVED THAT** Education Council recommends the Board of Governors approve:

- New Preparatory Music Certificate credential

Dated: January 10, 2023

APPROVED BY

Natasha Mandryk,  
Chair, VCC Education Council



**VANCOUVER COMMUNITY COLLEGE  
EDUCATION COUNCIL  
CERTIFIED RESOLUTION  
February 14, 2023**

I, Natasha Mandryk, Chair of the Education Council of Vancouver Community College (“VCC”), certify that the following resolutions were duly passed by the Education Council of VCC at a meeting held on February 14, 2023.

**RESOLVED THAT** Education Council approved and forwarded to the Board of Governors for joint approval:

- Computer Systems Technology Articulation Agreement with the Canadian College of Technology and Business (CCTB)

**RESOLVED THAT** Education Council recommends the Board of Governors approve:

- Suspension of the Teaching Online Certificate program, effective March 29, 2023

Dated: February 14, 2023

APPROVED BY

Natasha Mandryk,  
Chair, VCC Education Council



**VANCOUVER COMMUNITY COLLEGE  
EDUCATION COUNCIL  
CERTIFIED RESOLUTION  
March 7, 2023**

I, Natasha Mandryk, Chair of the Education Council of Vancouver Community College (“VCC”), certify that the following resolutions were duly passed by the Education Council of VCC at a meeting held on March 7, 2023.

**RESOLVED THAT** Education Council approved:

- Extending the use of Duolingo as an approved method for demonstrating English language proficiency to any programs starting before or during the January–April 2024 term
- Addition of the Pearson Test of English (PTE) and English 10 equivalencies to VCC’s English language proficiency requirements
- New course: ACED 0715 Previous Work and Job Skills
- Program content guide for the revised Medical Transcription and Documentation Editing Certificate, including a program name change, 12 revised and 4 new courses:
  - New courses:
    - MEDC 1110 Medical Document Editing
    - MEDC 1240 Medical Speed and Accuracy for MT 3
    - MEDC 1243 Advanced Transcription
    - MEDC 1245 Medical Transcription Practicum
  - Revised courses:
    - MEDC 1120 Medical Terminology for MT 1
    - MEDC 1121 Medical Speed & Accuracy 1
    - MEDC 1130 Medical Terminology for MT 2
    - MEDC 1131 Medical Speed & Accuracy for MT 2
    - MEDC 1132 Human Relation Skills
    - MEDC 1134 Medical Transcription for MT
    - MEDC 1212 History & Physical Reports
    - MEDC 1213 Diagnostic Imaging Reports
    - MEDC 1215 Discharge Summaries
    - MEDC 1216 Oncology Reports
    - MEDC 1219 Pathology Reports
    - MEDC 1242 General Surgery Reports

**RESOLVED THAT** Education Council recommends the Board of Governors approve:

- Implementation of the revised Medical Transcription and Documentation Editing Certificate program

Dated: March 7, 2023

APPROVED BY

Natasha Mandryk,  
Chair, VCC Education Council



**VANCOUVER COMMUNITY COLLEGE  
EDUCATION COUNCIL  
CERTIFIED RESOLUTION  
March 16, 2023**

I, Natasha Mandryk, Chair of the Education Council of Vancouver Community College (“VCC”), certify that the following resolution was duly passed by the Education Council of VCC at a meeting held on March 16, 2023.

**RESOLVED THAT** Education Council recommends the Board of Governors approve the 2023–2024 Enrolment Plan.

Dated: March 16, 2023

APPROVED BY

Natasha Mandryk, Chair  
VCC Education Council



**VANCOUVER COMMUNITY COLLEGE  
EDUCATION COUNCIL  
CERTIFIED RESOLUTION  
April 11, 2023**

I, Natasha Mandryk, Chair of the Education Council of Vancouver Community College (“VCC”), certify that the following resolutions were duly passed by the Education Council of VCC at a meeting held on April 11, 2023.

**RESOLVED THAT** Education Council approved:

- The use of Accuplacer as an approved method for demonstrating English proficiency for the purpose of admission to any VCC program
- Revisions to the Practical Nursing Diploma and Access to Practical Nursing Diploma program content guides, including to admission requirements
- New courses:
  - CCED 0605 Basic Computer Skills Level 1
  - CCED 0606 Basic Computer Skills Level 2
  - MATH 0660 Fundamentals of Mathematics 6A
  - MATH 0665 Fundamentals of Mathematics 6B

**RESOLVED THAT** Education Council recommends the Board of Governors approve:

- New Sign Language Interpretation Diploma credential

Dated: April 11, 2023

APPROVED BY

Natasha Mandryk,  
Chair, VCC Education Council



**VANCOUVER COMMUNITY COLLEGE  
EDUCATION COUNCIL  
CERTIFIED RESOLUTION  
May 9, 2023**

I, Natasha Mandryk, Chair of the Education Council of Vancouver Community College (“VCC”), certify that the following resolutions were duly passed by the Education Council of VCC at a meeting held on May 9, 2023.

**RESOLVED THAT** Education Council approved:

- Revised D.3.5 Prior Learning Assessment and Recognition policy and procedures
- Removal of the following statement from VCC’s English language proficiency requirements, effective September 2024: *“at least three-years of full-time, face-to-face secondary or post-secondary education in an English-speaking country where English is the primary language of instruction”*
- Ending the pilot usage of the Duolingo English test; instating the permanent use of the Duolingo English test as an acceptable option for meeting English language proficiency requirements at VCC
- Revised Accuplacer applicant calibration scores for potential VCC students
- New Sign Language Interpretation Diploma program content guide
- Ten (10) new Basic Education Math courses:
  - MATH 0610 Fundamentals of Mathematics 1A
  - MATH 0615 Fundamentals of Mathematics 1B
  - MATH 0620 Fundamentals of Mathematics 2A
  - MATH 0625 Fundamentals of Mathematics 2B
  - MATH 0630 Fundamentals of Mathematics 3A
  - MATH 0635 Fundamentals of Mathematics 3B
  - MATH 0640 Fundamentals of Mathematics 4A
  - MATH 0645 Fundamentals of Mathematics 4B
  - MATH 0650 Fundamentals of Mathematics 5A
  - MATH 0655 Fundamentals of Mathematics 5B
- Updates to learning outcomes in the Graphic Design Diploma program content guide and revisions to eight (8) course outlines, including to pre-requisites, learning outcomes, topics, and Prior Learning Assessment and Recognition (PLAR):
  - VCDP 1250 Brand Identity 1
  - VCDP 1251 Print Production
  - VCDP 1253 Video Production
  - VCDP 1260 Brand Identity 2
  - VCDP 1271 Web Development 1
  - VCDP 1280 UI/UX Design
  - VCDP 2325 Studio: Fundamentals
  - VCDP 2460 Web Development 2
- Revisions to the Counselling Skills Foundations: Mental Health & Addictions Certificate program content guide, including a program name change, revisions to nine (9) course outlines, including to hours and credits, and three (3) new course outlines:



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May 9, 2023**

- Revised courses:
  - CNSK 1401 Basic Counselling Skills
  - CNSK 1502 Foundations of Counselling
  - CNSK 1503 Theories of Counselling
  - CNSK 1504 Introduction to Family Systems
  - CNSK 1505 Individual Counselling Skills
  - CNSK 1506 Lifespan Development
  - CNSK 1508 Assessment Practices
  - CNSK 1509 Personal and Professional Development
  - CNSK 1510 Indigenous Perspectives
- New courses:
  - CNSK 1512 Introduction to Pharmacology and Concurrent Disorders
  - CNSK 1515 Group Facilitation Skills
  - CNSK 1521 Practicum: Counselling Skills

**RESOLVED THAT** Education Council recommends the Board of Governors approve:

- Academic Year 2023/24, 2024/25, 2025/26

Dated: May 9, 2023

APPROVED BY

Natasha Mandryk,  
Chair, VCC Education Council



**VANCOUVER COMMUNITY COLLEGE  
EDUCATION COUNCIL  
CERTIFIED RESOLUTION  
June 13, 2023**

I, Natasha Mandryk, Chair of the Education Council of Vancouver Community College (“VCC”), certify that the following resolutions were duly passed by the Education Council of VCC at a meeting held on June 13, 2023.

**RESOLVED THAT** Education Council approved:

- New course content guide (CCG) for Academic Upgrading Grades 10–12
- That changes to a course content guide (CCG) which
  - do not affect curriculum elements may be made by a CourseLeaf administrator without governance approval and will be reported to Curriculum Committee on a regular basis;
  - affect curriculum elements require approval by Curriculum Committee and will be reported to Education Council on a regular basis.
- Updates to the Provincial Instructor Diploma Program (PIDP) and Train the Trainer Short Certificate program content guides, including to admission requirements and Prior Learning Assessment and Recognition (PLAR); and one new course: PIDP 3401 PID Independent Studies
- Updates to the Trades Instructor Short Certificate program content guide, including to admission requirements, and revisions to course TRAI 3001 Trades Training Fundamentals to remove references to the Industry Training Authority (ITA)
- Revisions to the Heavy Mechanical Technology Diploma program content guide, including removal of “International Cohort” from the program name, and 18 new courses:
  - HMTD 1100 Occupational Skills
  - HMTD 1120 Shop Tooling and Equipment
  - HMTD 1125 Lubricants, Bearings and Equipment Operation
  - HMTD 1130 Machine Structure
  - HMTD 1135 Truck Structure
  - HMTD 1200 Mobile Hydraulic Systems
  - HMTD 1220 Batteries and Electricity Fundamentals
  - HMTD 1230 Machine Electrical
  - HMTD 1240 Heavy Mechanical Steering Systems
  - HMTD 2120 Heavy Mechanical Hydraulic Brake Systems
  - HMTD 2125 Heavy Mechanical Air Brake Systems
  - HMTD 2130 Heating and Air Conditioning
  - HMTD 2140 Trailers and Engine Support
  - HMTD 2145 Powertrain
  - HMTD 2200 Powertrain Diagnostics, Service & Repair
  - HMTD 2220 Electrical Systems and Components
  - HMTD 2225 Electronics and Electronic Components
  - HMTD 2230 Light Duty Vehicle





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- Revisions to the Health Care Assistant Certificate program content guide, including to the evaluation of student learning, and 12 revised course outlines:
  - HRCA 1181 Personal Care & Assistance 1
  - HRCA 1182 Common Health Challenges 1
  - HRCA 1183 Concepts for Practice
  - HRCA 1184 Clinical 1
  - HRCA 1190 Lifestyle and Choices
  - HRCA 1191 Interpersonal Communications
  - HRCA 1192 Introduction to Practice
  - HRCA 1291 Cognitive and/or Mental Health Challenges
  - HRCA 1292 Common Health Challenges 2
  - HRCA 1293 Personal Care & Assistance 2
  - HRCA 1294 Clinical 2
  - HRCA 1391 Community Practicum
- Twenty (20) new courses in the Sign Language Interpretation Diploma:
  - ASLD 2180 American Sign Language Level 8
  - ASLD 2290 American Sign Language Level 9
  - ASLD 2310 American Sign Language Level 10
  - INTR 2100 Positionality in the Deaf Community
  - INTR 2120 Foundations of Practice 1
  - INTR 2140 Interpretation Theory and Practice 1: Translation
  - INTR 2150 Deaf Community Service Learning 1
  - INTR 2210 Ethics & Professional Decision Making
  - INTR 2220 Foundations of Practice 2
  - INTR 2240 Interpretation Theory and Practice 2
  - INTR 2250 Deaf Community Service Learning 2
  - INTR 2260 Deafhood: Pathways to Identity & Diversity
  - INTR 2340 Interpretation Theory and Practice 3: Community
  - INTR 3110 Self and Community of Practice
  - INTR 3120 Sign Language Interpretation in Educational Settings
  - INTR 3140 Interpretation Theory and Practice 4
  - INTR 3150 Advanced American Sign Language for Interpreters
  - INTR 3210 Sign Language Interpreting Practicum Readiness
  - INTR 3220 Sign Language Interpreting Practicum 1
  - INTR 3230 Sign Language Interpreting Practicum 2



**VANCOUVER COMMUNITY COLLEGE  
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**RESOLVED THAT** Education Council recommends the Board of Governors approve:

- Suspension of the ABE Graduation Program Certificate and ABE Intermediate Program Certificate

**RESOLVED THAT** Education Council rescinded:

- The motions approved at the April 12, 2022 and October 11, 2022 meetings recommending the Board of Governors approve implementation of the significantly revised Artisan Baking Certificate, Pastry Arts Certificate, and Baking Foundation Certificate programs.

Tuition for these programs did not change, and therefore Board of Governors approval was not required for implementation. The curriculum was approved by Education Council.

Dated: June 13, 2023

APPROVED BY

Natasha Mandryk,  
Chair, VCC Education Council



**VANCOUVER COMMUNITY COLLEGE  
EDUCATION COUNCIL  
CERTIFIED RESOLUTION  
September 12, 2023**

I, Natasha Mandryk, Chair of the Education Council of Vancouver Community College (“VCC”), certify that the following resolutions were duly passed by the Education Council of VCC at a meeting held on September 12, 2023.

**RESOLVED THAT** Education Council approved:

- The math equivalencies table for admission requirements and delegated approval of minor changes and updates to the Registrar
- Removing the provisionally approved status for the Marketing Technology Diploma and providing final program approval
- Revisions to MTSK 0877 Mathematics Skills 11, including to hours, course name, and learning outcomes
- Revisions to 5 program content guides in CAD & BIM Technologies, including to admission requirements, prior learning assessment and recognition (PLAR), and evaluation of student learning; 23 revised courses; and 37 new course outlines:
  - Revised program content guides:
    - Computer Aided Draft (CAD) and Building Information Modelling (BIM) Technician Diploma
    - Architectural Technician Certificate
    - Civil/Structural Technician Certificate
    - Mechanical Drafting Technician Certificate
    - Steel Construction Modelling Technician Certificate
  - Revised course outlines:
    - DRFT 1010 CAD Drafting Fundamentals
    - DRFT 1011 CAD Drafting Applied
    - DRFT 1012 Office & Construct Site Safety
    - DRFT 1013 Construction Mathematics
    - DRFT 1286 Engineering Statics
    - DRFT 1293 Industrial and Commercial Basic Framing
    - DRFT 1295 Detail of Inclined Components
    - DRFT 1296 Miscellaneous Metals Detailing
    - DRFT 1352 Steel Trusses
    - DRFT 1364 Mechanical, Electrical, Plumbing for Pipe Fabrication
    - DRFT 1374 Introduction to 3D and BIM
    - DRFT 1375 Commercial Office Layouts
    - DRFT 1380 CAD 3D and Assemblies
    - DRFT 1385 Reinforced Concrete Structural Components
    - DRFT 1391 Introduction to BIM Software
    - DRFT 1392 Working with BIM Software
    - DRFT 1393 Heavy Structural Steel Framing
    - DRFT 2100 Integrated BIM Project
    - DRFT 2107 Capstone Project using BIM



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- DRFT 2110 Advanced Architectural Principles
- DRFT 2115 Advanced Residential Single Family 1
- DRFT 2120 Advanced Civil Site Layout
- DRFT 2125 Advanced Introduction Civil 3D
- DRFT 2130 Advanced Steel Detailing Fundamentals
- DRFT 2140 Advanced Electrical and Plumbing Systems
- DRFT 2145 Advanced HVAC and Fire Suppression System
- DRFT 2200 Advanced Residential Single Family 2
- DRFT 2201 Advanced Residential Multi-Family
- DRFT 2213 Advanced Introduction to Steel Structures
- DRFT 2214 Advanced Reinforced Concrete and Foundations
- DRFT 2217 Advanced Process Flow, Piping, and Instrumentation Diagrams
- DRFT 2218 Advanced Equipment Detail and Plant Layout
- DRFT 2219 Advanced Process Piping and Pipe Fabrication
- DRFT 2293 Advanced Industrial and Commercial Basic Framing
- DRFT 2294 Advanced BIM Software for Steel Detailing
- DRFT 2295 Advanced Detail of Inclined Components
- DRFT 2296 Advanced Miscellaneous Metals Detailing
- New course outlines:
  - DRFT 1110 Architectural Principles
  - DRFT 1115 Residential Single Family
  - DRFT 1120 Civil Site Layout
  - DRFT 1125 Introduction to Civil 3D
  - DRFT 1130 Steel Detailing Fundamentals
  - DRFT 1135 Professional Communications for Steel Detailing
  - DRFT 1140 Electrical and Plumbing Systems
  - DRFT 1145 HVAC and Fire Suppression System
  - DRFT 1200 Residential Single Family 2
  - DRFT 1201 Residential Multi-Family
  - DRFT 1202 Commercial Retail Buildings
  - DRFT 1213 Introduction to Steel Structures
  - DRFT 1214 Reinforced Concrete and Foundations
  - DRFT 1215 Advanced Civil 3D
  - DRFT 1216 Introduction to 3D & Revit Structures
  - DRFT 1217 Process Flow, Piping, and Instrumentation Diagrams
  - DRFT 1218 Equipment Detail and Plant Layout
  - DRFT 1219 Process Piping and Pipe Fabrication
  - DRFT 1220 3D Modeling Fundamentals
  - DRFT 1221 3D Modeling Applied
  - DRFT 1225 Professional Communication
  - DRFT 1344 BIM for Mechanical, Electrical, Plumbing Projects
  - DRFT 1379 Concrete Floor Systems and Secondary Structures



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- Revisions to admission requirements in the Hospitality Management Diploma program content guide, removing the math requirement
- Revisions to the Bachelor of Hospitality Management program content guide, including 12 revised and 8 new course outlines:
  - Revised course outlines:
    - GNED 3210 Multiculturalism in Business
    - HOSP 3320 Operations Management
    - HOSP 3360 Decision Making Analysis
    - HOSP 3670 Services Marketing
    - HOSP 3820 Hospitality Financial Management
    - HOSP 3910 Statistical Decision Making
    - HOSP 3960 Research Methods in Business
    - HOSP 4330 Hospitality Capstone 1
    - HOSP 4360 Hospitality Capstone 2
    - HOSP 4370 Revenue Management Analysis
    - HOSP 4460 Leadership in Organizations
    - HOSP 4610 Entrepreneurship
  - New course outlines:
    - HOSP 3104 Hospitality Revenue Management
    - HOSP 3201 Talent & Culture
    - HOSP 3203 Hospitality Business Law
    - HOSP 4101 Sustainability and Innovation in Business
    - HOSP 4102 Digital Marketing in Hospitality
    - HOSP 4103 Global Tourism
    - HOSP 4203 Event Management and Sales
    - HOSP 4204 Capital and Asset Management
- Three (3) new ASL for DHH courses:
  - DHHE 0611 American Sign Language Foundations for DHH 1
  - DHHE 0612 American Sign Language Foundations for DHH 2
  - DHHE 0613 American Sign Language Foundations for DHH 3
- Revisions to the Deaf and Hard of Hearing Essential Employment Skills Certificate (EESC) program content guide, including a program name change; program content guide for the new Deaf and Hard of Hearing Employment Skills Advantage Short Certificate; and 14 new course outlines:
  - DHHR 0610 Personal Development 1
  - DHHR 0616 Employment Skills 1
  - DHHR 0617 Career Explorations 1
  - DHHR 0618 Workplace Literacy Skills 1
  - DHHR 0619 Essential Employment Skills Work Experience 1



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- DHHR 0620 Personal Development 2
- DHHR 0626 Employment Skills 2
- DHHR 0627 Career Explorations 2
- DHHR 0628 Workplace Literacy Skills 2
- DHHR 0629 Essential Employment Skills Work Experience 2
- DHHR 0631 Self Awareness and Advocacy
- DHHR 0632 Employment Search Literacy
- DHHR 0633 Career Networking and Resources
- DHHR 0634 Workplace Conflict Resolution
- Revisions to the Dental Hygiene Diploma program content guide and 24 new course outlines:
  - DHYG 2100 Foundations of Dental Hygiene 1
  - DHYG 2110 Dental Hygiene Clinical Practice 1
  - DHYG 2120 Radiography 1
  - DHYG 2135 Head and Neck Anatomy
  - DHYG 2145 Dental Anatomy
  - DHYG 2150 Dental Hygiene Professional Practice 1
  - DHYG 2200 Foundations of Dental Hygiene 2
  - DHYG 2210 Dental Hygiene Clinical Practice 2
  - DHYG 2220 Radiography 2
  - DHYG 2250 Dental Hygiene Professional Practice 2
  - DHYG 2255 Nutrition for Oral Health
  - DHYG 2260 Pathology 1: Periodontology
  - DHYG 2270 Pharmacology in Dental Hygiene 1
  - DHYG 3100 Foundations of Dental Hygiene 3
  - DHYG 3110 Dental Hygiene Clinical Practice 3
  - DHYG 3160 Pathology 2: Oral Pathology
  - DHYG 3170 Pharmacology in Dental Hygiene 2
  - DHYG 3180 Dental Hygiene in Community 1
  - DHYG 3200 Foundations of Dental Hygiene 4
  - DHYG 3210 Dental Hygiene Clinical Practice 4
  - DHYG 3250 Dental Hygiene Professional Practice 3
  - DHYG 3265 Dental Biomaterials
  - DHYG 3275 Transition to Practice
  - DHYG 3280 Dental Hygiene in Community 2
- Program content guide for the new Automotive Parts and Service Technology Diploma and 20 new course outlines:
  - APST 1101 Introduction to the Partsperson Trade
  - APST 1102 Warehousing Tasks & Parts Catalogues
  - APST 1103 Counter Duties and Basic Vehicle Systems



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- APST 1104 Introduction to Mechanical Parts
- APST 1105 Standard Stock, Lubricant & Shop Supplies
- APST 1201 Catalogues and Engine Components
- APST 1202 Engine Support Systems
- APST 1203 Canadian Occupational Health & Safety
- APST 1204 Automotive Service Systems and Shop Safety
- APST 1205 The Automotive Workplace
- APST 2101 Emerging Transportation Technologies 1
- APST 2102 Introduction to Management
- APST 2103 Organizational Performance
- APST 2104 Project Management in Automotives
- APST 2105 Automotive Operations Management
- APST 2201 Automotive Managerial Accounting
- APST 2202 Service Advising
- APST 2203 Emerging Transportation Technologies 2
- APST 2204 Merchandising & Inventory Management
- APST 2205 Digital Marketing for Automotives

**RESOLVED THAT** Education Council recommends the Board of Governors approve:

- Implementation of the significantly revised Bachelor of Hospitality Management program
- New Deaf and Hard of Hearing Employment Skills Advantage Short Certificate credential and implementation of this new program and the significantly revised Deaf and Hard of Hearing Essential Employment Certificate (EESC)
- Implementation of the significantly revised Dental Hygiene Diploma program
- New Automotive Parts and Service Technology Diploma credential and program implementation

Dated: September 12, 2023

APPROVED BY

Natasha Mandryk,  
Chair, VCC Education Council



**VANCOUVER COMMUNITY COLLEGE  
EDUCATION COUNCIL  
CERTIFIED RESOLUTION  
October 10, 2023**

I, Natasha Mandryk, Chair of the Education Council of Vancouver Community College (“VCC”), certify that the following resolutions were duly passed by the Education Council of VCC at a meeting held on October 10, 2023.

**RESOLVED THAT** Education Council approved:

- The provisional approval of new programs process on a permanent basis, and revised Terms of Reference for the Provisional Approval of New Programs Committee
- Revisions to the Certified Dental Assisting Certificate program content guide, including a program name change, and 15 new course outlines:
  - DENT 1105 Dental Assisting Professionalism 1
  - DENT 1115 Applied Dental Sciences 1
  - DENT 1125 Clinical Support Theory 1
  - DENT 1135 Preventive Approaches for Dental Health 1
  - DENT 1145 Dental Assisting Practice 1
  - DENT 1190 Dental Office Management
  - DENT 1205 Dental Assisting Professionalism 2
  - DENT 1215 Applied Dental Sciences 2
  - DENT 1225 Clinical Support Theory 2
  - DENT 1235 Preventive Approaches for Dental Health 2
  - DENT 1245 Dental Assisting Practice 2
  - DENT 1255 Dental Assisting Practicum 1
  - DENT 1345 Dental Assisting Practice 3
  - DENT 1355 Dental Assisting Practicum 2
  - DENT 1390 Patient Care Clinic

**RESOLVED THAT** Education Council recommends the Board of Governors approve:

- Implementation of the significantly revised Certified Dental Assisting Certificate program
- Suspension of the VR/AR Design and Development Diploma program

Dated: October 10, 2023

APPROVED BY

Natasha Mandryk,  
Chair, VCC Education Council





**VANCOUVER COMMUNITY COLLEGE  
EDUCATION COUNCIL  
CERTIFIED RESOLUTION  
November 14, 2023**

I, Natasha Mandryk, Chair of the Education Council of Vancouver Community College (“VCC”), certify that the following resolutions were duly passed by the Education Council of VCC at a meeting held on November 14, 2023.

**RESOLVED THAT** Education Council approved:

- Delegating approval of minor changes and updates to the English language proficiency page to the Registrar
- Revised course outlines for CCED 0605 Basic Computer Skills Level 1 and CCED 0606 Basic Computer Skills Level 2, and new course CCED 0607 Basic Computer Skills Capstone
- Updates to admission requirements in the Renal Dialysis Technician Short Certificate and Medical Device Reprocessing Technician Certificate program content guides
- Revisions to the Accounting Diploma program content guide, two revised and five new course outlines, and removing the provisionally approved status of the program:
  - Revised Courses:
    - ACCT 2002 Canadian Income Tax
    - ACCT 2003 Business Data Analytics
  - New Courses:
    - ACCT 2030 Accounting Software Applications and Bookkeeping
    - ACCT 2040 Introduction to Auditing
    - ACCT 2050 Payroll, Accounts Payable, and Accounts Receivable Software
    - ACCT 2060 Accounting Capstone
    - MGMT 1020 Introduction to Business and Technology
- Revisions to the Medical Office Assistant Certificate program content guide, four revised and six new course outlines:
  - Revised Courses:
    - MEDC 1236 Medical Speed & Accuracy for Medical Office Assistant 2
    - MEDC 1250 Medical Documentation
    - MEDC 1259 Clinical Procedures
    - MEDC 1260 Medical Office Assistant Practicum
  - New Courses:
    - MEDC 1125 Administrative Procedures for Medical Office Assistant
    - MEDC 1141 Medical Terminology for Medical Office Assistant 1
    - MEDC 1142 Medical Terminology for Medical Office Assistant 2
    - MEDC 1151 Medical Speed & Accuracy for Medical Office Assistant 1
    - MEDC 1160 Electronic Communications for Medical Office Assistants
    - MEDC 1270 Medical Billing for Medical Office Assistant
- Revisions to the Legal Administrative Assistant Certificate program content guide, including removing “Full Time” from the program name, one revised and nine new course outlines:
  - Revised Course:
    - OADM 1456 Legal Administrative Assistant Practicum



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- New Courses:
  - OADM 1140 Computer Applications for Legal Administrative Assistants
  - OADM 1150 Office Procedures for Legal Administrative Assistants
  - OADM 1160 Corporate Law for Legal Administrative Assistants
  - OADM 1170 Conveyancing for Legal Administrative Assistants
  - OADM 1180 Career Development
  - OADM 1190 Civil Litigation for Legal Administrative Assistants
  - OADM 1250 Family Law for Legal Administrative Assistants
  - OADM 1260 Wills and Probates for Legal Administrative Assistants
  - OADM 1270 Practicum Readiness
- Program content guide for the new UI/UX Design Diploma and eight revised course outlines:
  - VCDP 1115 Digital Design Tools
  - VCDP 1135 Design Research
  - VCDP 2313 Design Project Management
  - VCDP 2315 UI/UX Strategy and Design 1
  - VCDP 2345 Web Development
  - VCDP 2351 Content Strategy and Information Architecture
  - VCDP 2355 Wordpress
  - VCDP 2475 Studio: Design and Development

**RESOLVED THAT** Education Council approved and forwarded to the Board of Governors for joint approval:

- Revised D.3.11 Transfer Credit policy and procedures

**RESOLVED THAT** Education Council recommends the Board of Governors approve:

- Implementation of the significantly revised Legal Administrative Assistant Certificate program
- New UI/UX Design Diploma credential and program implementation

Dated: November 14, 2023

APPROVED BY

Natasha Mandryk,  
Chair, VCC Education Council



**VANCOUVER COMMUNITY COLLEGE  
EDUCATION COUNCIL  
CERTIFIED RESOLUTION  
December 12, 2023**

I, Natasha Mandryk, Chair of the Education Council of Vancouver Community College (“VCC”), certify that the following resolutions were duly passed by the Education Council of VCC at a meeting held on December 12, 2023.

**RESOLVED THAT** Education Council approved and forwarded to the president for joint approval:

- Expansion of the voting membership of Vancouver Community College’s Education Council to twenty-one (21), to include one additional seat designated for an Indigenous educational administrator, in accordance with section 15(2) of the College and Institute Act.

**RESOLVED THAT** Education Council approved:

- New Course Content Guide for Academic Upgrading Pre-Grade 10 Skills
- Updates to admission requirements in the Occupational/Physical Therapist Assistant Diploma program content guide
- Updates to the Health Care Assistant Certificate and Health Care Assistant Diploma (International Cohort) program content guides, including to admission requirements
- Updates to the Health Unit Coordinator Certificate program content guide, including to admission requirements, and six revised course outlines (changes to hours and pre-requisites):
  - HLUC 1025 Role of the HUC
  - HLUC 1035 Communication in Healthcare
  - HLUC 1045 Pharmacology
  - HLUC 1050 HUC Practicum 1
  - HLUC 1145 Practicum Orientation
  - HLUC 1150 HUC Practicum 2
- Revisions to five program content guides in CAD & BIM Technologies, including to admission requirements, and six new course outlines:
  - Revised program content guides:
    - Computer Aided Draft (CAD) and Building Information Modelling (BIM) Technician Diploma
    - Architectural Technician Certificate
    - Civil/Structural Technician Certificate
    - Mechanical Drafting Technician Certificate
    - Steel Construction Modelling Technician Certificate
  - New course outlines:
    - DRFT 1202 Commercial Retail Buildings 1
    - DRFT 1216 Introduction to 3D CAD
    - DRFT 1221 Mechanical Equipment Modelling and Layout
    - DRFT 1302 Commercial Retail Buildings 2
    - DRFT 1316 Introduction to Revit Structures
    - DRFT 1324 3D Piping Systems Modelling



**VANCOUVER COMMUNITY COLLEGE  
EDUCATION COUNCIL  
CERTIFIED RESOLUTION  
December 12, 2023**

- Program content guide for the new Cybersecurity Governance, Risk, and Compliance Post-Degree Diploma and 17 new course outlines:
  - CYBR 1000 Orientation to GRC and Cybersecurity
  - CYBR 1101 Cybersecurity Fundamentals
  - CYBR 1102 Business Communication and Presentation Skills
  - CYBR 1103 Business Fundamentals
  - CYBR 1104 IT Risk
  - CYBR 1201 Introduction to Security Program Management
  - CYBR 1202 Project Management
  - CYBR 1203 Report and Technical Writing
  - CYBR 1204 Frameworks and Auditing
  - CYBR 2301 Cloud Security Principles
  - CYBR 2302 Incident Response and Disaster Recovery
  - CYBR 2303 Information Technology Infrastructure Library
  - CYBR 2304 Privacy and Data Protection
  - CYBR 2401 Advanced Cybersecurity Topics
  - CYBR 2402 Governance of Enterprise IT
  - CYBR 2403 Professional Development
  - CYBR 2404 Capstone

**RESOLVED THAT** Education Council recommends the Board of Governors approve:

- New Cybersecurity Governance, Risk, and Compliance Post-Degree Diploma credential and program implementation

Dated: December 12, 2023

APPROVED BY

Natasha Mandryk,  
Chair, VCC Education Council



**VANCOUVER COMMUNITY COLLEGE  
EDUCATION COUNCIL  
CERTIFIED RESOLUTION**

I, Natasha Mandryk, Chair of the Education Council of Vancouver Community College (“VCC”), certify that the following resolution was duly passed by the Education Council of VCC at a meeting held on December 12, 2023.

**RESOLVED THAT** Education Council approved and forwarded to the president for joint approval:

- Expansion of the voting membership of Vancouver Community College’s Education Council to twenty-one (21), to include one additional seat designated for an Indigenous educational administrator, in accordance with section 15(2) of the College and Institute Act.

Dated: December 12, 2023

APPROVED BY

Natasha Mandryk,  
Chair, VCC Education Council

I, Ajay Patel, President and CEO of Vancouver Community College (“VCC”), hereby agree to the expansion of the voting membership of Vancouver Community College’s Education Council to twenty-one (21), to include one additional seat designated for an Indigenous educational administrator, in accordance with section 15(2) of the College and Institute Act.

Dated: December 13, 2023

APPROVED BY

Ajay Patel  
President and CEO  
Vancouver Community College