



VANCOUVER COMMUNITY COLLEGE EDUCATION COUNCIL
SPECIAL MEETING MINUTES

April 6, 2020

11:00 a.m.–12:00 p.m., Videoconference

ATTENDANCE

Education Council Members

Elle Ting (Chair)
Andrew Candela (Vice Chair)
Brett Griffiths
Dave McMullen
David Wells
Denise Beerwald
Heidi Parisotto
Jessica Yeung
Jo-Ellen Zakoor
John Demeulemeester
Julie Gilbert
Lucy Griffith
Marcus Ng
Natasha Mandryk
Nona Coles
Shane McGowan
Todd Rowlatt

Regrets

Ali Oliver
Lisa Hunter
Sukhmanjot Singh

Guests

Bonnie Chan
Claire Sauvé
Dennis Innes
Jennifer Gossen
Les Apouchtine
Lucia Zabrieszch
Nicole Degagne
Pervin Fahim
Phoebe Patigdas
Shirley Lew
Taryn Thomson
Yulia Gracheva

Recording Secretary

Darija Rabadzija

1. CALL TO ORDER

- The meeting was called to order at 11:01 a.m. The meeting was conducted via videoconference.

2. ACKNOWLEDGEMENT

- E. Ting acknowledged that the meeting is being held on the traditional unceded territory of the Skwxwú7mesh Úxwumixw (Squamish), xʷməθkʷəy̓əm (Musqueam) and Tsleil-Waututh peoples.

3. ADOPT AGENDA

MOTION: THAT Education Council adopt the April 6, 2020 agenda as presented.

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

4. BUSINESS ARISING

a) Oversight of Curriculum Changes during COVID-19 Pandemic

- E. Ting presented the decision note, drafted by the EdCo Executive, for discussion. The goal was to outline alternative processes to fast-track urgent curriculum changes required to adjust to the COVID-19 pandemic, while ensuring appropriate consultation and documentation going forward. Main discussion points included:

- Role of the Emergency Operations Centre (EOC):
 - J. Demeulemeester requested that Education Council, as the appropriate governance body, be informed about changes related to education at the same time as the Emergency Operations Centre (EOC). E. Ting had requested to be included in EOC meetings to enable her to report back to EdCo on these matters. D. Wells will take the request to EOC.
 - It was clarified during the meeting that the EOC deals mostly with operational matters; while this group receives high-level information regarding transition to alternate delivery methods, the main focus is to track associated costs (e.g., for software licenses) for later reporting to the Ministry.
 - B. Griffiths emphasized that changes impacting education are discussed by the EOC's Planning Group, which already includes T. Rowlatt and E. Ting. The possibility of more frequent meetings was raised.
- Transitioning to Alternate Delivery Methods and Curriculum Changes:
 - Council acknowledged that changes affecting only the mode of delivery do not require approval by Curriculum Committee or Education Council.
 - The question was raised what oversight and quality assurance should look like in the weeks and months ahead. T. Rowlatt suggested developing a simplified approval process for curriculum changes requiring governance approval (e.g., changes to learning outcomes and evaluation plans).
 - J.-E. Zakoor outlined the current process in the School of Health Sciences. Since students are unable to complete their clinicals at this time, departments are working with the CTRLR on re-sequencing, in consultation with regulatory bodies. Department heads are tracking changes and reporting them to the dean. J.-E. Zakoor emphasized that the main focus is on keeping programs running, and voiced concern that instructors don't have the capacity at this time to provide detailed documentation to EdCo.
- Level of Documentation and Communication Timelines:
 - While there was general agreement on the need for communication with Education Council, there were questions around the level of detail required for reporting and documentation, in view of continuously changing information and the large number of CRNs starting between now and August. A major concern was that requiring detailed documentation would create an unmanageable workload for faculty in the current situation.
 - D. Wells noted that advance notice to Curriculum Committee and Education Council may not be feasible in many cases. E. Ting and T. Rowlatt agreed that the two-week timeline for informing EdCo outlined in the decision note is flexible, and acknowledged that some of the reporting will be retroactive.
- Suggested Edits to the Decision Note:
 - Point 1: Remove reference to EOC
 - Point 2: Simplify and generalize language around informing Education Council; include flexibility around the timeline
 - Point 3b: Remove reference to start and end dates
- The decision note will be revised in consultation with deans and D. Wells, and brought back at the Education Council meeting on April 14, which will also be attended by A. Patel and S. Aulakh.

5. NEXT MEETING AND ADJOURNMENT

- The next regular Education Council meeting will be held on April 14, 2020, 3:30-5:30 p.m., via videoconference.

MOTION: THAT Education Council adjourn the April 6, 2020 meeting.

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

- The meeting was adjourned at 12:03 p.m.

APPROVED AT THE APRIL 14, 2020 EDUCATION COUNCIL MEETING

Elle Ting
Chair, VCC Education Council