**Vancouver Community College**
**EDUCATION COUNCIL**

**MEETING MINUTES**
**May 9, 2017, 3:30 – 5:30 pm, Room 5025, BWY**

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<th>Item</th>
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<td>1.</td>
<td>Call to Order</td>
<td>The meeting was called to order at 3:30pm.</td>
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<td>2.</td>
<td>Adopt Agenda</td>
<td><strong>Motion:</strong> Moved by P. Yeung and seconded THAT Education Council approves the May 9, 2017 agenda as amended. The speaker for Item 5a was changed to Peter Nunoda. All in favour. <strong>Motion carried.</strong></td>
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<td>3.</td>
<td>Approve Past Minutes</td>
<td><strong>Motion:</strong> Moved by P. Yeung and seconded THAT Education Council approve the minutes of the April 11, 2017 meeting as presented. All in favour. <strong>Motion carried.</strong></td>
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<td>4.</td>
<td>Enquiries &amp; Correspondence</td>
<td>There were none.</td>
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<td>5.</td>
<td>Business Arising</td>
<td><strong>Motion:</strong> Moved by P. Yeung and seconded THAT Education Council recommends the Board of Governors approve the Vision and Values as presented. Peter Nunoda presented on the Vision and Values. He noted that some adjustments have been made to the Values during the college-wide consultation process, with the addition of “accessibility” to the Student Success and Diversity sections. All in favour. <strong>Motion carried.</strong></td>
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<td>a) VCC Vision and Values</td>
<td><strong>Motion:</strong> Moved by P. Yeung and seconded THAT Education Council recommends the Board of Governors approve the Vision and Values as presented. Peter Nunoda presented on the Vision and Values. He noted that some adjustments have been made to the Values during the college-wide consultation process, with the addition of “accessibility” to the Student Success and Diversity sections. All in favour. <strong>Motion carried.</strong></td>
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<td>b) Academic Plan 2017-2022</td>
<td><strong>Motion:</strong> Moved by K. McNaughton and seconded THAT Education Council recommends the Board of Governors approve the 2017-2022 Academic Plan. On page 38, D. Sargent noted “Health Care Aide” needed to be changed to “all Health programs.” T. Rowlatt spoke on behalf of D. Branter, who inquired why the Canadian Business Management program was under International Education (page 25) instead of Hospitality. K. McNaughton explained that it is because it is specifically an international cohort. All in favour. <strong>Motion carried.</strong></td>
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<td>c) ICP Accomplishments 2016-17</td>
<td>K. McNaughton presented the ICP Accomplishments for 2016-17, and explained that this document is just the highlights – a more detailed version for each department can be found under the “departments” tab on the VP Academic webpage. It was suggested by the Council that these successes be celebrated more widely by the College – submission to the Digest was suggested.</td>
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| d)   | Hospitality Management Degree – PCG correction | **Motion:** Moved by D. Wells and seconded THAT Education Council approves the insertion of the revised Grading Scale Charts into the PCGs for the Hospitality Management Diploma and Bachelor of Hospitality Management. 
D. Innes explained that this was to correct an error that occurred last year, and the new grading chart will apply to students in the September 2017 cohort. No errors occurred due to the incorrect chart. 
All in favour. **Motion carried.** |
| e)   | Academic Schedule 2018-19 | **Motion:** Moved by B. Beacham and seconded THAT Education Council recommend to the Board of Governors to approve the Academic Schedule/Calendar 2018-19 as presented. 
B. Beacham explained that the Academic Schedule is moving into a 5-year calendar alongside the Academic Plan which will assist future planning. T. Rowlatt clarified that the term identified only indicates that the program begins sometime during that term, not necessarily at the beginning of the term. There was some discussion regarding the changing date of VCC Day, which was due to booking space availability at the Playhouse. 
All in favour. **Motion carried.** |
| 6.   | Committee Reports | **Motion:** Moved by J-E. Zakoor and seconded THAT Education Council approves the new courses: Foundations of Mathematics 11 part 1 (MATH 0862); Foundations of Mathematics 11 part 2 (MATH 0872). 
D. Wells presented on the subject. He explained that the courses provide the same admission requirements, particularly for Health programs, but are not as rigorous as the PreCalculus courses. J-E. Zakoor brought up the discussion from Curriculum Committee regarding students taking only Part 2, and how it would affect admissions, particularly for PN. T. Thomson clarified that for admission into programs, students will need both Part 1 and Part 2. 
All in favour. **Motion carried.** |
| a)   | Curriculum Committee Reports | **Motion:** Moved by J-E. Zakoor and seconded THAT Education Council approves the change to the Medical Transcriptionist Certificate Program: Offering PLAR for Medical Terminology for MT 1 (MEDC 1120) and Medical Terminology for MT 2 (MEDC 1130). 
H. Roberts presented on the subject. All in favour. **Motion carried.** |
<p>| i)   | New Courses: Foundations of Math 11 Part 1 and 2 |
| ii)  | New Courses: Medical Transcriptionist PLAR |</p>
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| iii) | New Course: Professional Cook 1: Catering | **Motion:** Moved by J-E. Zakoor and seconded THAT Education Council approves the change to a new program/new course: Catering (CULI 1509) for the Professional Cook (PC) 1 Certificate Program.  
C. Gill clarified that completion of this course is not required for ITA certificate, but is required for the VCC certificate. P. Yeung asked if this course could be offered to students who are currently in PC1, or have already successfully completed the PC1 program. C. Gill said they are working towards offering it to those students. A brief discussion of considering PLAR where appropriate was had.  
All in favour. **Motion carried.** |
| b) | Policy Standing Committee |  
| i) | D.3.6 Admissions Policy | D. McMullen explained that the revision of this policy was intended to bring greater clarity to definitions, with the intent to maximize the accessibility of admission to VCC.  
The Council agreed to post D.3.6 Admissions Policy for community feedback. |
| ii) | D.3.6.1 Flexible Admissions Policy | D. McMullen explained that the purpose of this revision was to create more pathways for admissions and provide more consistency with other B.C. institutions, such as the Mature Student pathway. A new category of Open Studies was created, and a list will be compiled of eligible courses. R. Cyr asked if ACE-IT students would qualify under this policy as underage students. D. McMullen explained the revision of the underage students section was geared more towards homeschooled and accelerated students. ACE-IT students apply through a different process directly through their high school. English Language Proficiency Requirements were briefly discussed.  
The Council agreed to post D.3.6.1 Flexible Admissions Policy for community feedback. |
| c) | Appeals Oversight Committee | D. Sargent put out a call for those interested in participation in Tribunal Training Day on September 21, 2017. There will be a cap at 30 participants. |
| d) | Program Review and Renewal Committee | J-E. Zakoor explained that the Committee is now getting back to business after the program review process and CD funds allocation. The Committee is now looking at how to refine the program review process. Two smaller task groups have been formed, one to streamline CD fund allocation, and another looking into the program renewal policy. |
| 7. | Chair Report | T. Rowlatt informed the Council that there has been a student appeal to EdCo and a committee has been struck. He also extended appreciation to T. Marks for providing effective training. |
Item | Topic          | Discussion                                                                                                                                 |
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8.  | Student Report | J. Bernardo reported that the SUVCC is pleased with the turnout at the advanced polls at both VCC and UBC.                                    |
9.  | Next meeting   | June 14, 2017, 3:30-5:30, Room 240 DTN                                                                                                         |
10. | Adjournment    | Motion: Moved by P. Yeung and seconded THAT Education Council adjourns the May 9, 2017 meeting. The meeting was adjourned at 4:04pm.        |

**ATTENDEES:**
- Todd Rowlatt
- Andrew Candela
- Taryn Thomson
- Nona Coles
- Jo-Ellen Zakoor
- Kathryn McNaughton
- Jonard Bernardo
- Elle Ting
- Charly Jadranin
- Shirley Lew
- Paul Yeung
- Debbie Sargent
- David Wells
- Rick Cyr
- Janet Theny
- Dave McMullen

**REGRETS:**
- Mike Tunnah
- David Branter
- Shaima Jaff

**GUESTS:**
- Peter Nunoda
- Helen Roberts
- Collin Gill
- Brian Beacham

**RECORDING SECRETARY:** Carlie Deans