



ATTENDANCE

Education Council Members

Elle Ting (Chair)
Denise Beerwald (Vice Chair)
Andrew Candela
Dave McMullen
David Wells
Heidi Parisotto
Jo-Ellen Zakoor
John Demeulemeester
Lucy Griffith
Natasha Mandryk
Nona Coles
Shawna Broekhuizen

Regrets

Todd Rowlatt

Guests

Jennifer Kelly
Karin Jones
Phoebe Patigdas
Taryn Thomson

Recording Secretary

Darija Rabadzija

1. CALL TO ORDER

- The meeting was called to order at 3:31 p.m.

2. ACKNOWLEDGEMENT

- E. Ting acknowledged that the meeting is being held on the traditional unceded territory of the Sk̓wxwú7mesh Úxwumixw (Squamish), x̣m̓əθḳẉəỵəm (Musqueam) and Tsleil-Waututh peoples.

3. ADOPT AGENDA

MOTION: THAT Education Council adopt the November 12, 2019 agenda as presented.

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

4. APPROVE PAST MINUTES

MOTION: THAT Education Council adopt the October 8, 2019 minutes as presented.

Moved by S. Broekhuizen, Seconded & CARRIED (Unanimously)

5. ENQUIRIES & CORRESPONDENCE

- There were none.

6. BUSINESS ARISING

a) Notice of Elections

- E. Ting informed Education Council that elections for all Chair positions and the Education Council Executive will be held at the next meeting on December 10.

7. COMMITTEE REPORTS

a) Curriculum Committee

i) Program Update: First-year University Transfer Computing Science and Software Systems Certificate

MOTION: THAT Education Council approve, in the form presented at this meeting, revisions to the First-year University Transfer Computing Science and Software Systems Certificate program.

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

- N. Mandryk reported on the proposed changes based on the transfer agreement with SFU. To align with SFU's updated program requirements, MATH 2700 was added as a required course, PSYC 1200 removed from electives, and the number of credits in electives was reduced from 6 to 3.

ii) Program Update: First-year University Transfer Environmental Studies Certificate

MOTION: THAT Education Council approve, in the form presented at this meeting, revisions to the First-year University Transfer Environmental Studies Certificate program.

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

- N. Mandryk presented the proposal to update the course list based on SFU's updated program requirements, in addition to correcting an error in CourseLeaf by replacing BIOL 2204 with BIOL 2104.
- An error message currently appears in the program content guide in CourseLeaf, since course GEOG 2241 was inadvertently deleted. The Registrar's Office has been made aware of this issue.

iii) Program Update: Jewellery Arts and Design Diploma

MOTION: THAT Education Council approve, in the form presented at this meeting, revisions to the Jewellery Art and Design Diploma program, including 16 revised course outlines and 4 new courses (JADE 1105, JADE 1206, JADE 2105, and JADE 2205).

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

- N. Mandryk and K. Jones presented the proposal to bring curriculum documentation up to date so it reflects how the program is currently taught. In addition, several courses were revised and four new courses created. Curriculum Committee feedback was incorporated.

iv) Course Deactivations: Jewellery Arts and Design

MOTION: THAT Education Council approve the deactivation of six (6) courses: JADE 1104, JADE 1204, JADE 2104, JADE 2107, JADE 2204, and JADE 2207.

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

- N. Mandryk and K. Jones presented the proposal to deactivate six courses as part of the updates to the Jewellery Arts and Design Diploma program.

v) Ranges in Evaluation Plans and Renaming Goal to Program Purpose

MOTION: THAT Education Council approve the use of percentage ranges in the evaluation plans on formal course outlines.

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

- N. Mandryk presented the proposal arising from work on a Curriculum Style Guide. Instead of requiring a fixed percentage, this new approach would allow ranges of percentages in evaluation plans (e.g., tests are worth 20–35%) up to a range of 15%. Evaluation plans on course syllabi would have to be finalized and provided to students by the first day of class.

- There was a discussion about the need for transparency for students, and the fact that evaluation plans could vary among cohorts in the same program. D. Wells explained that a similar structure is in place at SFU, allowing some flexibility for instructors to customize evaluation plans to match their teaching style or for a cohort of students. Responding to a question about policy implications, J. Demeulemeester noted that policy C.1.1 Grading, Progression and Withdrawal would not need to be revised.

MOTION: THAT Education Council approve changing the name of the “Goal” section of the Program Content Guide (PCG) to “Program Purpose.”

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

- N. Mandryk reported that Curriculum Committee felt “Goal” did not properly represent the point of this section in the PCG. Different options were discussed, and “Program Purpose” was felt to most clearly reflect what should be contained in this section, namely the purpose for students to choose the program in terms of knowledge and skills acquisition and prospective careers.

b) Policy Committee

i) C.3.2 Program Review and Renewal

MOTION: THAT Education Council recommend that the Board of Governors approve, with changes approved at this meeting, revised C.3.2 Program Review and Renewal policy and procedures.

Moved by J. Demeulemeester, Seconded & CARRIED (Unanimously)

- J. Demeulemeester presented the revisions, which were primarily driven by recommendations from the Quality Assurance Committee and received community feedback. Small changes included clarifying the number of external reviewers and exempting programs undergoing renewal from the annual program review.
- Committee discussed feedback regarding financial viability, which was considered to fall under policy C.3.3 Program Suspension, rather than C.3.2. Committee will work on policy language to address Indigenization, inter-cultural competency, and Universal Design for Learning.
- E. Ting suggested the following minor edits, which were accepted: update to the name of the Quality Assurance Committee (see item 7di), minor rewording of procedure #9, and update of procedure #15 to allow for more than one Instructional Associate to chair a Steering Committee.

ii) D.1.4 Curriculum/Educational/ Institutional Materials Created within the College

MOTION: THAT Education Council recommend that the Board of Governors approve, in the form presented at this meeting, D.1.4 Curriculum/Educational/ Institutional Materials Created within the College policy and procedures.

Moved by J. Demeulemeester, Seconded & CARRIED (Unanimously)

- J. Demeulemeester presented the policy and procedures with revisions made in consultation with HR, the VCCFA, and policy writer Virginia Adams. The policy clarifies ownership of materials created by employees at the College. The College generally owns the copyright, unless one of two exceptions applies: a written agreement or collective agreement provisions contrary to the policy (e.g. in the VCCFA collective agreement). Previously, language from the VCCFA collective agreement was included in the policy appendix, but it was removed as part of the latest revisions. A policy principle regarding the respectful use and protection of Indigenous knowledge was included. Procedures were clarified, and employees are encouraged to consider entering a written agreement before commencing work.

c) Appeals Oversight Committee

- A. Candela reported that the next Tribunal Training Day is planned for February 21, 2020. The event will be advertised on myVCC, and committee will work with SUVCC to recruit students. The format will differ from previous training days and include a variety of activities. J.-E. Zakoor emphasized the importance of training panel members for different types of appeals, besides appeals to EdCo.

- Committee member and Department Head of Counselling N. Coles is looking for the opportunity to observe a panel for training purposes, with permission of all parties involved.

d) Quality Assurance Committee

i) Committee Name Change

MOTION: THAT Education Council approve a change in the name of the 'Quality Assurance Committee' to 'Education Quality Committee.'

Moved by H. Parisotto, Seconded & CARRIED (Unanimously)

- H. Parisotto presented the proposal on behalf of T. Rowlatt, who was unable to attend. Committee felt that the current name and acronym do not accurately represent the committee's work, and suggested the new name "Education Quality Committee."

ii) Renewal Report and Action Plan: Leadership Suite of Programs

- H. Parisotto presented the renewal report and action plan for the Leadership Suite of Programs. Participants in the renewal felt it was an enriching experience; work on curriculum revisions is underway.

8. RESEARCH REPORT

- E. Ting reported that Research Day will take place on November 21 and encouraged College members to RSVP. The event is funded through a \$5,000 NSERC grant. The REB received three new project reviews, with one going to the full board on November 27. The new REB group for 2019/20, with six new members from VCC, held its first meeting on October 25. The annual research report will be presented in December.

9. CHAIR REPORT

- E. Ting welcomed L. Griffith as the new Education Council representative for the School of Trades, Technology and Design.
- A draft agenda for the upcoming EdCo Planning Day on November 29 was distributed. Since Education Council currently does not have any student or support staff representatives, E. Ting's suggestion to invite representatives from SUVCC and CUPE as guests was accepted.

10. STUDENT REPORT

- P. Patigdas reported that SUVCC representatives attended the provincial Advocacy Week organized by the B.C. Federation of Students in Victoria. Main topics included needs-based grants, tuition fee limits for international students, and strengthening sexual violence policies. The newly elected SUVCC Board started its term at the end of October. November activities will be focused on Transgender Awareness Week and unlearning sexism. The SUVCC Downtown office is closed for renovations until January, but all students can access services at the Broadway office.

11. NEXT MEETING AND ADJOURNMENT

- The Education Council Planning Day will be held on November 29, from 8:30 a.m.-12:00 p.m., at the Broadway Campus, room 1228, followed by lunch and planning sessions for Education Policy and Curriculum Committees. The next regular Education Council meeting will be held on December 10, 2019, 3:30-5:30 p.m., at the Downtown Campus, room 240.

MOTION: THAT Education Council adjourn the November 12, 2019 meeting.

Moved by E. Ting, Seconded & CARRIED (Unanimously)

- The meeting was adjourned at 4:18 p.m.

APPROVED AT THE DECEMBER 10, 2019 EDUCATION COUNCIL MEETING

Elle Ting
Chair, VCC Education Council