



ATTENDANCE

Education Council Members

Table with 3 columns of names: Natasha Mandryk (Chair), Sarah Kay (Vice-Chair), Brianna Higgins, Dave McMullen, David Kirk, David Wells, Dennis Innes, Heidi Parisotto, Jessica Ligeralde, Kseniia Osipova, Lisa Beveridge, Louise Dannhauer, Marcus Ng, Shirley Lew, Todd Rowlatt, Vivian Munroe

Regrets

Table with 3 columns of names: Belinda Kaplan, Dana Valeria Rodriguez Arellano, Derek Sproston, Emily Simpson, Simranjot Kaur

Guests

Table with 3 columns of names: Adrian Lipsett, Alicia Copp, Alison Rudko, Amber Ariss, Fred MacDonald, Herbie Atwal, Jamie Choi, Jennifer Gossen, Jo-Ellen Zakoor, Les Apouchtine, Mark Chiarello, Marnie Findlater, Pervin Fahim, Rebecca Bennett, Sky Yu, Stefan Nielsen, Taryn Thomson, Ysabel Sukic

Recording Secretary

Darija Rabadzija

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT

- D. Kirk acknowledged the College’s location on the traditional unceded territories of the xʷməθkʷəy̓əm (Musqueam), Skwx̱ wú7mesh (Squamish), and səliłw̓ ətaʔt (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 March 12, 2024 agenda as amended. L. Griffith’s presentation was deferred.

Moved by D. Wells, Seconded & CARRIED (Unanimously)

4. APPROVE PAST MINUTES

MOTION: THAT Education Council approve the February 13, 2024 minutes as presented.

Moved by D. Innes, Seconded & CARRIED (Unanimously)

5. ENQUIRIES & CORRESPONDENCE

- N. Mandryk reported on recent correspondence with members of the Academic Governance Council, which is made up of EdCo chairs and vice-chairs from institutions across B.C. Topics of conversation included institutional practices around granting of credentials and EdCo’s role in quality assurance of

micro-credentials. N. Mandryk also connected with North Island College's (NIC) EdCo and Curriculum Committee chairs around governance practices.

6. BUSINESS ARISING

a) Budget Update

- J. Choi presented the draft budget, which was recently shared at a College-wide town hall. Principles and assumptions for the 2024/25 budget were outlined. The current draft was developed before recent changes to regulations around international students. The budget will be adjusted, and the final version presented to the Board of Governors for approval on March 27.

b) Enrolment Plan 2024–2025

- N. Mandryk reported that the draft Enrolment Plan (EP) was circulated to EdCo members on March 1. D. McMullen, L. Apouchtine and J. Latter facilitated a lunch & learn session for EdCo members on the Enrolment Plan on March 11. At this session, there were discussions about the impact of changes to international student regulations on the EP, which were not yet captured in the current draft, as well as planning for new programs.
- EdCo will review the Enrolment Plan at a special meeting on March 18 and provide a recommendation to the Board of Governors. The Board will vote on the plan on March 27.

c) Deans & Directors – Part 3

- Annual updates were presented by J.-E Zakoor, Dean of Health Sciences, and S. Lew, Dean of Arts & Sciences and the Library. Presentations focused on providing context and themes for EdCo to consider related to curriculum and educational policy.
- Topics of discussion included Indigenous-focused programming, as well as the addition of 5 faculty FTE (full-time equivalents) in English as an Additional Language (EAL) Pathways, and their role in supporting departments.

d) Cooperation Agreement: Sustainable Hospitality Alliance

MOTION: THAT Education Council approve, and forward to the Board of Governors for joint approval, the cooperation agreement between VCC and the Sustainable Hospitality Alliance.

Moved by L. Dannhauer, Seconded & CARRIED (Unanimously)

- D. Innes presented the proposed cooperation agreement with the Sustainable Hospitality Alliance, which is based in London and under the umbrella of The Prince's Charities Group. Sustainability is an increasingly important focus of the tourism and hospitality industries. Collaboration with the Alliance will provide VCC access to best practices in sustainability, e.g., a food waste audit, educational resources, and connections to a global network of industry partners. The agreement was vetted by VCC's Associate Director of Risk Management and Privacy, the Risk Management Branch of BC, and members of the senior team.
- Vice President Academic & Research David Wells was consulted on the appropriate governance process for this agreement. Since the agreement includes stipulations around transfer credit, it was determined that this agreement requires joint approval by Education Council and the Board of Governors, in line with section 25(1)(a)(i) of the College and Institute Act. The motion was adjusted accordingly to reflect joint approval.
- There was a discussion about the expertise in sustainability the Alliance can bring to VCC, and what future training opportunities could look like. It was confirmed that current changes around international student enrolment would not impact this agreement. Benefits would extend to any VCC students in Hospitality Management, and potentially in Food Studies.

7. COMMITTEE REPORTS

a) Curriculum Committee

i) New Course Content Guide: Cook Apprentice

MOTION: THAT Education Council approve, in the form presented at this meeting, the new Cook Apprentice course content guide.

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

- Y. Sukic presented the proposal for the new Cook Apprentice course content guide (CCG). The purpose of CCGs is to group apprenticeship courses so they can be displayed on the website in a way that is clearer and more accessible for students.
- Curriculum Committee recommended outlining the different educational pathways for students in Culinary Arts. The department will work on this with D. Cunningham Hall, Assistant Registrar Curriculum & Calendar.

ii) Program Updates: Medical Device Reprocessing Technician Certificate & Renal Dialysis Technician Short Certificate

MOTION: THAT Education Council approve, in the form presented at this meeting, the revised Medical Device Reprocessing Technician Certificate & Renal Dialysis Technician Short Certificate program content guides.

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

- R. Bennett presented the proposal to make completion of a criminal record check (CRC) an admission requirement in these two programs. Currently, the criminal record check is required “upon acceptance,” and there have been issues with students not completing their CRC in time for their clinical placement, since these short programs.
- Curriculum Committee discussed English language tests required by some health authorities as part of the hiring process, which are separate from program admission requirements.

iii) Program Update: Computer Aided Draft (CAD) and Building Information Modelling (BIM) Technician Diploma

MOTION: THAT Education Council approve, in the form presented at this meeting, the revised Medical Device Computer Aided Draft (CAD) and Building Information Modelling (BIM) Technician Diploma program content guide and two new courses: DRFT 2286 Statics 1 and DRFT 2287 Statics 2.

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

- T. Rowlatt presented the proposal to split one course (DRFT 1286) into two new courses. It was identified during the scheduling process that DRFT 1286 would need to be taught over a holiday break. Splitting the course into two will resolve this issue and align delivery with the standard term structure. No changes were made to content.
- Curriculum Committee discussed the condensed schedule (3 longer days per week) from an equity and accessibility perspective, across all drafting programs. N. Scott will connect with the department for further discussion.

iv) Program Update: Dental Hygiene Diploma

MOTION: THAT Education Council approve, in the form presented at this meeting, the revised Dental Hygiene Diploma program content guide and 16 revised course outlines.

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

- A. Ariss presented the proposal. The Dental Hygiene Diploma was recently significantly revised. Education Council approved the curriculum, but the ministry decision on a tuition reset is pending. In the interim, the existing curriculum needs to be updated for fall 2024 to align with changed Entry-to-Practice (ETP) Canadian Competencies for Dental Hygienists (EPCCoDH). Updates were made to language around cultural safety and humility, and evidence-informed (rather than evidence-based) practice.
- Curriculum Committee discussed the maximum time for completion and agreed to keep it at 3 years (instead of the usual 5 years for diplomas) for now. It was suggested to explore opportunities for a more accessible part-time option.

v) Chair Report

- Curriculum Committee is reviewing two sections of the course outline form (assessments and instructional strategies) and may recommend adjustments to form, as well as to the instructional strategies section in the Curriculum Style Guide.

b) Policy Committee

i) Education Services Renewal (405)

- S. Kay presented the Education Services Renewal policy (405), which underwent a scheduled review. Key revisions focused on strengthening alignment with institutional plans and frameworks; establishing a clear, structured process with flexibility to adjust the scope of renewals to different requirements of each service area; clarification of roles; and alignment with existing external legislative or ministerial reporting requirements.
- Both Education Quality Committee and Education Policy Committee reviewed the policy and provided feedback. Updated drafts were presented to Education Policy Committee (EPC) on March 3, 2024. The committee approved sending the policy and procedures for College feedback, which is open from March 6 to March 27, 2024.

ii) Chair Report

- A working group consisting of S. Kay, N. Mandryk and C. Little has been working on revising the Appeal to Education Council on Academic Matters policy (321), which is due for review. A first draft was discussed at the March committee meeting.
- Members also reviewed a list of academic policies in order to recommend policies to prioritize for review. There was interest in forming working groups to revise these policies. The approach to policy reviews will be discussed with D. Wells as the policy sponsor.
- EdCo members inquired about the possibility of increasing resourcing of education services renewals. While the CTLR supports program renewals, education service renewals are outside the CTLR's scope.

c) Education Quality Committee (EQC)

i) Program and Education Services Renewal Schedules 2023–2028

- T. Rowlett reported that the committee met with all deans to discuss themes from the 2023 Annual Program Reviews. A summary report will be submitted to EdCo at a later date.
- Curriculum Development (CD) Fund adjudication was held on March 4. \$400,000 in funding was allotted for CD projects in 2024/25.
- The program and education services renewal schedules were included in the meeting package for information. As noted, the committee provided feedback on the Education Services Renewal policy (see agenda item 7bi).

8. RESEARCH UPDATE

- A. Copp provided an update on VCC’s Research Data Management Strategy. Work is in progress, and a [LibGuide](#) is available online.
- VCC’s Teaching, Learning and Research Symposium was held on February 29–March 1, 2024. The symposium featured a student showcase. There was a discussion about increasing student participation in the showcase, which is not limited to research projects, and can include, e.g., digital posters.
- The VCC Research Fund is accepting applications. The criteria and application were revised to expand eligibility to all employees and clarify that funds can be used at any stage of a research project for a variety of activities.

9. CHAIR REPORT

- N. Mandryk announced her election as chair of the Board of Governors’ Governance Committee. At its upcoming meeting, the committee will discuss EdCo’s advice on the governance process for the International Education Strategic Plan (IESP).
- N. Mandryk is also part of an appeals working group, which was formed following the dissolution of EdCo’s Appeals Oversight Committee. Members include C. Munro, S. Nielsen, and R. Fraser; T. Marks has stepped down. The group is planning training around fairness and decision-making in various contexts, beyond formal appeals.

10. STUDENT REPORT

- J. Ligeralde reported on SUVCC activities to address food insecurity. The union is also organizing “Stress Busters” events at both campuses.

11. NEXT MEETING AND ADJOURNMENT

- A special Education Council meeting will be held on March 18, 3:00–4:00 p.m. for the Enrolment Plan 2024/25.
- The next regular Education Council meeting will be held on April 9, 2024, 3:30–5:30 p.m.
- The meeting was adjourned at 5:19 p.m.

APPROVED AT THE APRIL 9, 2024 EDUCATION COUNCIL MEETING

**Natasha Mandryk,
Chair, VCC Education Council**