



VANCOUVER COMMUNITY COLLEGE EDUCATION COUNCIL  
MEETING MINUTES  
October 14, 2025  
3:30–5:30 p.m., Videoconference

## ATTENDANCE

### Education Council Members

Louise Dannhauer (Chair)	Emily Simpson	Marcus Ng
Andy Sellwood	Jessie Williams	Nafiseh Tohid
Brianna Higgins	Kseniia Osipova	Shirley Lew
David Wells (to 3:45 p.m.)	Lisa Beveridge	Todd Rowlatt
Emily Logan	Mandy Hayre	

### Regrets

Dave McMullen	Poorna Karthikeya Balachandar	Vivian Munroe
---------------	----------------------------------	---------------

### Guests

Adrian Lipsett	Feras Ghesen	Rosie Gosling
Brynn Joyce	Ian Humphreys	Taryn Thomson
Cateno Vasallo	Natasha Mandryk	

### Recording Secretary

Darija Rabadzija

## 1. CALL TO ORDER

- The meeting was called to order at 3:32 p.m.

## 2. ACKNOWLEDGEMENT

- L. Beveridge acknowledged the College's location on the traditional unceded territories of the x̱m̱əθḵw̱əy̱ əm (Musqueam), Sḵw̱x̱ wú7mesh (Squamish), and sə́lilw̱ ətaʔṯ (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 October 14, 2025 agenda as presented.

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

## 4. APPROVE PAST MINUTES

**MOTION:** THAT Education Council approves the September 9 and September 17, 2025 minutes as presented.

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

## 5. ENQUIRIES & CORRESPONDENCE

- There were none.

## **6. BUSINESS ARISING**

### **a. Education Service Renewal Reports & Institutional Response: CS Office & Registrar**

- A. Lipsett and I. Humphreys presented the Continuing Studies (CS) Office & Registrar Education Service Renewal Report and Institutional Response. The report was reviewed by Education Quality Committee in June. Based on findings, efforts are underway to improve efficiency, consistency, and student engagement. This includes standardizing and automating processes and enhancing communication with students. CS is focusing on recruitment, leads management and admissions strategies, with plans to share insights across the College.

### **b. Cambridge Linguaskill Test for English Language Proficiency**

- L. Dannhauer presented on behalf of D. McMullen. VCC is now accepting the Cambridge Linguaskill test as another option for students to demonstrate English language proficiency. This computer-based test assesses listening, reading, writing, and speaking. Scores are mapped to both the Common European Framework of Reference for Languages (CEFR) and International English Language Testing System (IELTS) IELTS scores. The test is accepted by other institutions including BCIT and Stenberg College. Data is stored in the UK under Cambridge English, which complies with the EU's GDPR privacy legislation.
- L. Dannhauer will follow up with D. McMullen regarding questions raised by members around cost, applicability to domestic and/or international students, plans for evaluation of this test by the Registrar's Office over the next few years, as well as consultation with faculty around implementation of this assessment option.

### **c. Concept Paper: Automotive Electronics Repair Certificate**

- F. Ghesen and C. Vasallo presented the concept paper for the new domestic Automotive Electronics Repair Certificate program, which focuses on EV component diagnostics and repair (rather than replacement). The program will be delivered jointly by the Electronics and Automotive Service Technician (AST) departments. This is an emerging field, and there is no related SkilledTradesBC curriculum at this time.
- There is strong local industry demand for trained technicians, and this program builds on existing government-funded EV training already being delivered by VCC as one of three institutions nationally. There was a discussion about potential future collaborations with industry and student pathways.

### **d. Concept Paper: Automotive Parts, Service Advising and Collision Estimating Certificate**

- F. Ghesen and C. Vasallo presented the concept paper for the new domestic Automotive Parts, Service Advising and Collision Estimating Certificate. The program is designed to train students for customer-facing roles in the automotive industry, such as service advisors and parts managers. Graduates will be able to work in dealerships, repair shops, and collision centers, with potential for advancement. Options for online/flexible delivery micro-credentials for working professionals will be explored.

### **e. EdCo Elections & New Member Orientation**

- The EdCo elections closed on October 14. New members will be announced by October 17. L. Dannhauer thanked all candidates running in the election and acknowledged outgoing members whose terms are ending on October 31, 2025: Kseniia Osipova, Supervisor Advising & Assessments (staff); and Karthik (Poorna Karthikeya Balachandar), who will graduate in November.

### **f. EdCo Planning Day**

- The annual EdCo Planning Day will take place in late November/early December. Members were invited to suggest topics for discussion.

### **g. EdCo Planning Calendar**

- The annual EdCo Planning Calendar was presented for information.

## 7. COMMITTEE REPORTS

### a. Curriculum Committee

#### i) Program Updates: Bachelor of Science in Nursing (First Year Entry) & Bachelor of Science in Nursing (Advanced Entry)

**MOTION:** THAT Education Council approve, in the form presented at this meeting, revisions to the program content guides for the Bachelor of Science in Nursing (First Year Entry) and Bachelor of Science in Nursing (Advanced Entry), including nine revised and two new course outlines.

**Moved by T. Rowlett, Seconded & CARRIED (Unanimously)**

- R. Gosling presented the proposal. Some courses were switched between Year 3 and Year 4 to better support student learning. The new course NURS 3261 Leadership in Nursing replaces NURS 4261 Nursing Leadership, with credits reduced from three to two credits, since leadership concepts are integrated throughout the BSN program. The overall number of credits remained unchanged. Admission requirements were also updated to align with other institutions and make the programs more competitive.

#### ii) Course Deactivations

**MOTION:** THAT Education Council approves the deactivation of HLTH 1101 and COMP 0982,0983, 0984, 0985, 0986, 0987, 0993.

**Moved by T. Rowlett, Seconded & CARRIED (Unanimously)**

**MOTION:** THAT Education Council approves the deactivation of 52 Continuing Studies courses, effective once the related programs have been discontinued.

**Moved by T. Rowlett, Seconded & CARRIED (Unanimously)**

- T. Rowlett presented the course deactivation proposals. The Continuing Studies courses are part of programs that have been taught out and superseded by new programs. The proposal to formally discontinue the replaced programs will be presented at a future meeting.

### b. Policy Committee

#### i) Tuition and Fee Refund (311), Admissions (301), Flexible Admissions (302)

- E. Logan presented proposed edits to the Tuition and Fee Refund (311), Admissions (301), and Flexible Admissions (302) policies for information, which were discussed at the October 8 EPC meeting.
- IRCC (Immigration, Refugees and Citizenship Canada) has begun using more specific language in some study permit refusals, including references to applicant misconduct or submission of fraudulent information. The Registrar's Office is proposing policy edits to clarify that students denied a study permit by IRCC due to providing inaccurate, incomplete, untruthful or misrepresented information may not be eligible for a full refund. In addition, the admissions policies were updated to explicitly state that students are required to provide accurate, complete, and truthful information as part of the application process.
- EPC requested minor wording changes, taking into consideration terminology used by IRCC. The committee voted to post the Admissions (301) and Flexible Admissions (302) for College feedback (open until November 3, 2025). Tuition and Fee Refund (311) is an administrative policy and will move forward to the Administrative Policy Committee.

### c. Education Quality Committee

#### i) Annual Program Reviews 2024 Summary Report

- A. Sellwood presented the summary report from EQC's panel discussion with the deans in March 2025, highlighting themes identified during the last round of annual program reviews (APR).

- The committee is finalizing questions for the 2025 APR process. The rotating question last year focused on AI, while this year a question around “blue sky visioning” will be included. An activity related to APRs is planned for the November Leaders’ Forum.

**ii) Early Thoughts on Direction for Program Development**

- As D. Wells had to leave the meeting, this item was deferred to the upcoming Education Quality Committee meeting.

**8. CHAIR REPORT**

- L. Dannhauer thanked everyone who participated in the election, and acknowledged the strong collaboration across EdCo’s standing committees. EdCo Planning Day provides an opportunity to discuss ways to further improve communication among committees and with the broader College community.

**9. STUDENT REPORT**

- No report.

**10. NEXT MEETING AND ADJOURNMENT**

- The next Education Council meeting will be held on Wednesday, November 12, 2025. The start time is to be confirmed (3:00 p.m. or 3:30 p.m.)
- The meeting was adjourned 4:32 p.m.

**APPROVED AT THE NOVEMBER 12, 2025 EDUCATION COUNCIL MEETING**

**Louise Dannhauer**  
**Chair, VCC Education Council**