



VANCOUVER COMMUNITY COLLEGE EDUCATION COUNCIL
MEETING MINUTES
September 15, 2026
3:30–5:30 p.m., Videoconference

ATTENDANCE

Education Council Members

Louise Dannhauer (Chair)	Emily Simpson	Nafiseh Tohidi
Adrian Lipsett	James Stansfield	Nelba Garcia
Andy Sellwood	Jessie Williams	Rosie Gosling
Arshpreet Kaur Mangat	Joyce Chang	Vivian Munroe
Brianna Higgins	Lisa Beveridge	
David Wells	Mandy Hayre	
Emily Logan	Marcus Ng	

Regrets

Dave McMullen	Michael Weber	Todd Rowlett
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Guests

Andrea Korens	Darren Simpson	Natasha Mandryk
Asal Murdock	Ellen Squires	Roohi Singh
Barbara Mykle-Hotzon	Jennifer Kelly	Shirley Lew
Bobbi Mand	John Demeulemeester	Tannis Morgan
Brynn Joyce	June Lee	Zabir Montazar
Carmen Kimoto	Katherine Griffiths	
Charnelle McClure	Lucy Griffith	
Christine Poznanski	Nahid Mohammad Taheri	

Recording Secretary

Darija Rabadzija

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT

- A. Kaur Mangat acknowledged the College's location on the traditional unceded territories of the x̱m̱əθḵʷəy̱ 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 September 15, 2026 agenda as presented.

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

4. APPROVE PAST MINUTES

MOTION: THAT Education Council approves the June 9, 2026 minutes as presented.

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

5. ENQUIRIES & CORRESPONDENCE

- There were none.

6. BUSINESS ARISING

a) College Update

- D. Wells reported that the final report on BC's public post-secondary education system review, led by D. Avison, has been submitted to the government and is expected to be released in the fall.
- Enrolment planning for the next fiscal year is in its early stages. Overall, current enrolment numbers are on target, though there is still some volatility, as well as variation among different College areas.

b) Program Suspensions: Business Management Post-Degree Diploma & Project Management Post-Degree Diploma

MOTION: THAT Education Council recommends the Board of Governors suspend the Business Management and Project Management Post-Degree Diploma programs effective October 1, 2026.

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

- S. Low presented the proposal to suspend the Business Management and Project Management Post-Degree Diploma programs. The programs ran successfully for years, but changes to federal immigration policy beginning in late 2024 substantially reduced the demand for Post-Degree Diploma (PDD) programs.
- As per Policy 414 Suspension and/or Discontinuance of Programs, Education Quality Committee formed a Program Feasibility Working Group in April 2026 to review both programs. The working group determined that continuing to offer either program in its current form was not viable, and recommended shifting towards more flexible programming aligned with domestic demand and evolving labour market needs. One current initiative in this program area is the launch of the fully online Supply Chain and Logistics Short Certificate in January 2027.

c) Program Suspension: Medical Transcriptionist Certificate

MOTION: THAT Education Council recommends the Board of Governors suspend the Medical Transcriptionist Certificate program effective October 1, 2026.

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

- M. Hayre presented the proposal to suspend the Medical Transcriptionist Certificate program, which has experienced a long-term decline in enrolment. As per Policy 414, a Program Feasibility Working Group was established to assess the sustainability and relevance of the program. The review found that the program is not financially viable under current or projected enrolment scenarios. In addition, the field is being impacted by rapid technological change, including increasing use of AI. The Applied Business department was consulted in May 2026 and agree to proceed with the program suspension.

d) Program Suspension: Executive Assistant Certificate

MOTION: THAT Education Council recommends the Board of Governors suspend the Executive Assistant Certificate program effective October 1, 2026.

Moved by V. Pardalis Munroe, Seconded & CARRIED (Unanimously)

- M. Hayre presented the proposal to suspend the Executive Assistant Certificate program, which has experienced a long-term decline in enrolment. As per Policy 414, a Program Feasibility Working Group was established to assess the sustainability and relevance of the program. The review found that the current version of the program is not viable, due to insufficient enrolment to support regular course offerings. In addition, the program has not gone through renewal in years and does not align with VCC's Granting of Credentials policy (416). There is also significant competition from programs at other institutions. The Applied Business department was consulted in May 2026 and agreed to proceed with the program suspension.

e) Program Discontinuance: Legal Administrative Assistant Certificate (Part Time)

MOTION: THAT Education Council recommends the Board of Governors discontinue the Legal Administrative Assistant Certificate (Part Time) program effective October 1, 2026.

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

- M. Hayre presented the proposal to discontinue the online Legal Administrative Assistant Certificate (Part Time) program (LAA). The program was offered by a group of about 10 colleges and universities in British Columbia and the Yukon. It was hosted by BCcampus, along with the online Applied Business Technology (ABT) program. In June 2018, BCcampus stopped hosting the two programs and VCC stopped offering them. The ABT program at VCC has been discontinued, but the online part-time LAA program is still listed as active. The Applied Business department was consulted and agreed with the proposal to discontinue the program.

f) Notice of EdCo Elections

- L. Dannhauer announced dates for the Education Council elections to fill faculty and student seats. An online info session will be held on September 28, 12:00-12:45 p.m.

g) 2027 EdCo & Committees Meeting Schedule

MOTION: THAT Education Council approves the 2027 EdCo & Committees meeting schedule.

Moved by M. Hayre Seconded & CARRIED (Unanimously)

7. COMMITTEE REPORTS

a) Curriculum Committee

- L. Dannhauer presented on behalf of T. Rowlett.

i) Course Updates: ENSK 0716 & 0816

MOTION: THAT Education Council approves, with changes approved at this meeting, revisions to ENSK 0716 Reading and Study Skills 10 and ENSK 0816 Reading and Study Skills 11, including corrections to course hours.

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

- L. Dannhauer presented proposed updates to ENSK 0716 and 0816. These are long-standing skills-building courses offered to support students who require additional skill development before progressing into English credit courses. The course duration was corrected to reflect the actual instructional time (96 hours). Course descriptions, learning outcomes and evaluation plans were also updated. Curriculum Committee requested a few small adjustments, which were completed.
- EdCo members requested minor edits (removing references to a “paper-based” model and including “self-paced” in the instructional strategies section). These edits will be completed after the meeting.

ii) New Courses: MATH 0763 & 0773

MOTION: THAT Education Council approves, in the form presented at this meeting, new course outlines for MATH 0763 Workplace Math 10 Part 1 and MATH 0773 Workplace Math 10 Part 2.

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

- L. Dannhauer presented the proposal for two new courses that provide a Math 10 option with less algebra for learners who are focused on high school graduation and do not require Pre-Calculus 11. Workplace Math 10 ladders into existing course Business/Technical Math 11.

iii) New Courses: HSPT 1000, 1005, 1010

MOTION: THAT Education Council approves, in the form presented at this meeting, three new course outlines for HSPT 1000, HSPT 1005 and HSPT 1010.

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

- B. Mand presented the proposal for three new micro-credential courses that were developed in partnership with Fraser Health, with support from Providence Health Care and Vancouver Coastal Health. These courses aim to bring hospitality principles into healthcare settings and support employees moving into supervisory roles. The courses will be offered through Continuing Studies.
- EdCo requested a minor edit to one course learning outcome in HSPT 1010.

iv) Program Update: Supply Chain and Logistics Short Certificate

MOTION: THAT Education Council approves, in the form presented at this meeting, revisions to the admission requirements in the Supply Chain and Logistics Short Certificate program content guide.

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

- A. Sellwood presented proposed updates to admission requirements, making Grade 12 graduation and English Studies 12 recommended, rather than required. The rationale for this change is to enable continuous enrolment for this fully online asynchronous program. Removing the requirements will make the program more accessible and simplify registration for students, who are mostly working professionals.

v) Program Updates: Early Childhood Care and Education Diploma & Early Childhood Care and Education Certificate

MOTION: THAT Education Council approves, in the form presented at this meeting, revisions to the Early Childhood Care and Education Diploma and Early Childhood Care and Education Certificate program content guides, including to program credits, nine revised and eight new course outlines, and recommends the Board of Governors approve creation of the new courses and implementation of the revised programs.

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

- L. Dannhauer presented proposed revisions to the Early Childhood Care and Education Diploma and Early Childhood Care and Education Certificate. These changes will enable domestic and international students to take the same program, improve progression between the certificate and diploma, streamline the admissions process, and provide longer practicum placements. Credits will increase from 41 to 43 for the certificate and from 74 to 76 for the diploma. Curriculum Committee requested minor adjustments, which were completed.

vi) Program Update: Sign Language Interpretation Diploma

MOTION: THAT Education Council approves, in the form presented at this meeting, revisions to the program content guide for the Sign Language Interpretation Diploma and 15 revised course outlines.

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

- B. Mykle-Hotzon presented the proposal to make most courses in the Sign Language Interpretation Diploma program eligible for prior learning assessment and recognition (PLAR). The department is requesting an effective date of September 1, 2026 to enable students in the current cohort to access PLAR. The Registrar's Office and Education Council Chair were consulted and agreed to bring this proposal directly to Education Council, without going through Curriculum Committee, due to the tight timeline.
- Note: Some updates to the SLI Diploma program were approved in March 2026 with a September 2027 effective date (changes to admission requirements, progression language, and program considerations). These changes have been temporarily reversed, as the current proposal is for September 2026. These previously approved edits will be added back for September 2027.

vii) Program Updates: 2D Animation Diploma & 3D Animation Diploma

MOTION: THAT Education Council approves, in the form presented at this meeting, revisions to the program content guides for the 2D Animation Diploma and 3D Animation Diploma, including to program credits, and 19 revised course outlines, and recommends the Board of Governors approve the implementation of the revised programs and courses.

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

- A. Lipsett and A. Korens presented proposed revisions to the 2D Animation Diploma and 3D Animation Diploma. The programs were transferred to VCC from another institution and approved by the Board of Governors in June 2026 at 70.5 and 71 credits respectively, with an anticipated start date of September 2026. Upon receiving delivery schedules in July and consulting with program instructors, discrepancies were identified between the course outlines on record and actual course hours as delivered in practice. As a result, course hours and credits were revised, reducing total program credits to 60 for both programs. Course learning outcomes remain unchanged as the course hours as initially submitted were erroneous. The department requested one more edit: changing the program duration from 12 months/3 terms to 4 terms.
- Due to the expedited nature of this implementation, the curriculum changes were presented directly to Education Council rather than to Curriculum Committee, with agreement of the Curriculum Committee and EdCo Chairs. Courses are currently scheduled per actual delivery schedules and started on September 8, 2026.

viii) Program Updates & Name Changes: Dental Assisting Certificate & Dental Assisting Certificate (Online); Dental Reception Certificate

MOTION: THAT Education Council approves, in the form presented at this meeting, revisions to the program content guides for the Dental Assisting Certificate and Dental Assisting Certificate (Online), including changes to the program names; revisions to the Dental Reception Certificate program content guide; and 29 revised course outlines.

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

- L. Dannhauer and E. Squires presented the proposal to change the name of the Certified Dental Assisting Certificate and Certified Dental Assisting Certificate (Online) programs, removing the term “Certified.” The background is a legislative change to the professional designation from certified to licensed dental assistant. The Chair of the Board of Governors agreed to delegate authority to approve this name change to Education Council.
- Related references in the Dental Reception Certificate program content guide and 29 course outlines were also updated. Additional edits included removing PLAR from three courses and updating learning outcomes in DAST 1518 to reflect a change in professional scope.

ix) Program Update: Occupational/Physical Therapist Assistant Diploma

MOTION: THAT Education Council approves, in the form presented at this meeting, revisions to the Occupational/Physical Therapist Assistant Diploma program content guide, including to program credits, 5 revised and 20 new courses outlines, and recommends the Board of Governors approve the creation of the new courses and program implementation.

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

- L. Dannhauer and C. Kimoto presented significant revisions to the Occupational/Physical Therapist Assistant (OPTA) Diploma program. The updated curriculum reflects new accreditation standards and national competencies and includes additional content for Speech-Language Pathology Assistants (SLPA). The program length, content and credits now align with other programs across BC and Canada; the number of credits was reduced from 94 to 81. EdCo requested only minor formatting edits.

x) Program Updates: Practical Nursing & Access to Practical Nursing Diplomas

MOTION: THAT Education Council approves, in the form presented at this meeting, revisions to the Practical Nursing and Access to Practical Nursing program content guides, including to program credits, and 32 new courses outlines, and recommends the Board of Governors approve the creation of the new courses and implementation of the revised programs.

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

- L. Dannhauer presented significant revisions to the Practical Nursing and Access to Practical Nursing Diploma programs. Practical nursing programs in British Columbia follow a provincially established curriculum, and these revisions align VCC's program with updated provincial requirements, including program sequence, minimum course hours, learning outcomes, course content, and admission requirements.

xi) Program Update: Health Unit Coordinator Certificate

MOTION: THAT Education Council approves, in the form presented at this meeting, revisions to the program content guide for the Health Unit Coordinator Certificate, including to program credits, and 10 new course outlines, and recommends the Board of Governors approve creation of the new courses and program implementation.

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

- L. Dannhauer and K. Griffiths presented significant revisions to the Health Unit Coordinator Certificate program. The program was shortened from 32 to 26 weeks by removing redundant content. Curriculum was updated to align with current hospital practices, including the move from paper-based to electronic records. The number of program credits is decreasing from 40 to 33 credits, and the two clinical placements will be replaced with one 120-hour placement. Curriculum Committee requested only minor adjustments, which were completed.

xii) Course Deactivations

MOTION: THAT Education Council recommends the Board of Governors approve the deactivation of 28 courses that are no longer taught.

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

b) Education Policy Committee

- E. Logan reported that there were no committee meetings in August or September. The Academic Integrity Working Group aims to bring drafts of the Academic Integrity policy (325) to the committee in October.

c) Education Quality Committee

- A. Sellwood reported that the committee reviewed the proposal for the Learning Centre Education Service Renewal at its June meeting; the proposal for the Indigenous Education and Community Engagement (IECE) renewal was circulated via email over the summer. The committee is planning sessions at Leaders' Forum around Program Advisory Committees (PAC) and educational quality.

8. CHAIR REPORT

- L. Dannhauer has accepted a temporary position at VCC as Dual Credit & Partnerships Manager and is resigning from the EdCo Chair position and her elected faculty seat. Vice-Chair Emily Logan will serve as interim EdCo Chair until the by-election at the October EdCo meeting, followed by the regular chair elections in December.
- Members were invited to suggest topics for EdCo Planning Day in early December.

9. STUDENT REPORT

- M. Ng reported on SUVCC's Welcome Day activities at both campuses. N. Garcia thanked Dean S. Lew and the Music department for running Music courses over the summer.

10. NEXT MEETING AND ADJOURNMENT

- The next Education Council meeting will be held on October 13, 2026, 3:30–5:30 p.m.
- The meeting was adjourned at 4:45 p.m.

APPROVED AT THE OCTOBER 13, 2026 EDUCATION COUNCIL MEETING

Emily Logan
Interim Chair, VCC Education Council