



## ATTENDANCE

### Education Council Members

Elle Ting (Chair)  
Andrew Candela (Vice Chair)  
Brett Griffiths  
Dave McMullen  
David Wells  
Denise Beerwald  
Jo-Ellen Zakoor  
John Demeulemeester  
Lucy Griffith  
Nona Coles  
Todd Rowlatt

### Regrets

Heidi Parisotto  
Natasha Mandryk

### Recording Secretary

Darija Rabadzija

### Guests

Claire Sauvé  
Dennis Innes  
Francesco Barillaro  
Jennifer Gossen  
John Lewis  
Mehran Jamshidi  
Patris Aghakian  
Sara Yuen  
Shaun Wong  
Shirley Lew  
Taryn Thomson  
Tilda Venalainen  
Ysabel Sukic

## 1. CALL TO ORDER

- The meeting was called to order at 3:30 p.m.

## 2. ACKNOWLEDGEMENT

- E. Ting acknowledged that the meeting is being held on the traditional unceded territory of the Sḵw̱x̱wú7mesh Úxwumixw (Squamish), xʷməθkʷəṽəm (Musqueam) and Tsleil-Waututh peoples.

## 3. ADOPT AGENDA

**MOTION:** THAT Education Council adopt the February 11, 2020 agenda as presented.

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

## 4. APPROVE PAST MINUTES

**MOTION:** THAT Education Council adopt the January 14, 2020 minutes as presented.

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

## 5. ENQUIRIES & CORRESPONDENCE

- E. Ting responded to an inquiry by the Academic Governance Council about how Continuing Studies fit into VCC's governance system.

## 6. BUSINESS ARISING

### a) Concept Paper: VCC TESOL Certificate – Level 1

- F. Barillaro and S. Yuen presented the concept paper for the redesign of the program, based on recommendations arising from the 2018/19 renewal following the program's suspension in 2018. TESOL programming will be delivered in two levels, with the launch of Level 1 planned for January 2021. Planning for Level 2 will move forward once a TESOL department is set up. Following one of the main recommendations, the program will be moved into the School of Instructor Education (SIE). The renewed programming will continue to meet TESL Canada's accreditation requirements and align with TESL's Standards 1 and 2.
- Responding to T. Rowllatt's questions about timelines and the College's operational commitment to the program, F. Barillaro explained that the first step is the involvement of SIE. A. Candela supported more release time for practicum supervision. Responding to E. Ting, S. Yuen explained that previous PAC members could be approached to form a new PAC.

### b) Annual Update/Report Deans and Directors

- Deans and Directors presented their departments' accomplishments from 2019/20 and priorities for 2020/21. Presentations were made by J.-E. Zakoor, Dean of Health Sciences; J. Gossen, Director of International Education; D. Innes, Dean of Hospitality, Food Studies & Applied Business; and C. Sauvé, Interim Dean of Continuing Studies.
- Responding to questions, J.-E. Zakoor explained that while resources are available for upcoming accreditations, capital is needed to update simulation labs in Building B. Despite high labour market demand, e.g. for Health Care Assistants, domestic enrolment is a challenge. Strategies to increase enrolment include promotion of laddering options and international recruitment.
- C. Sauvé clarified the process for industry to initiate development of new Continuing Studies courses.
- J. Gossen reported on expanded support for international students, including advising related to immigration and work with SUVCC on events that bring international and domestic students together.
- D. Innes identified challenges for domestic enrolment in his area, including a lack of awareness of advancement opportunities in hospitality and culinary careers.

### c) Draft Enrolment Plan 2020-21

- P. Aghakian presented the draft enrolment plan. This year information was added regarding programs that contribute to ITA or AVED targets.
- Responding to questions, J. Gossen explained that no significant increase was budgeted for International; there may be additional cohorts, but no new program launches in 2020/21. P. Aghakian clarified that Continuing Studies (CS) projections are based on the previous year's enrolment, and CS will be included in the final draft of the plan. D. Wells noted that numbers are close to meeting AVED targets for priority seats, but less so for non-targeted seats. E. Ting asked for the final enrolment plan to be presented to Education Council in March before the upcoming Board meeting.

### d) Annual Update on Affiliation Agreements

- D. Wells presented an update on affiliation agreements. He emphasized the importance of clearly differentiating between various types of agreements. Clarifying terminology will be part of the upcoming review of policy C.3.10 Affiliation Agreements.

## 7. COMMITTEE REPORTS

### a) Curriculum Committee

#### i) Program Update: Professional Cook 1 Certificate (EAL Cohort)

**MOTION:** THAT Education Council approve, in the form presented at this meeting, revisions to the Professional Cook 1 Certificate (EAL Cohort) program and five courses.

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

- Y. Sukic and D. Innes presented the proposal, which includes a restructured EAL portion with an increased number of credits (from 8 to 18). In order to avoid a significant tuition increase for students, Ministry funding is being sought. The proposal went through Curriculum Committee in May 2019 and is being presented to Education Council at this point, since the department plans to run a cohort in September 2020. Work is still in progress to secure funding.

#### ii) Program Update: Business and Project Management Post Degree Diploma

**MOTION:** THAT Education Council approve, in the form presented at this meeting, revisions to the Business and Project Management Post Degree Diploma program.

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

- M. Jamshidi, Department Head Project Management, and D. Innes presented the proposal to remove the math requirement and the IELTS writing score of 6.5 from the admission requirements. This change brings the program in alignment with the Canadian Business Management Post Degree Diploma.

#### iii) Omnibus Motion: Admission Requirements and PLAR Language

**MOTION:** THAT Education Council approve, in the form presented at this meeting, the updated Admission Requirements and Prior Learning Assessment & Recognition (PLAR) language for programs.

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

- T. Rowlatt presented the omnibus motion to standardize formatting of admission requirements and PLAR language as part of the Curriculum Style Guide project. The guidelines were previously presented to Curriculum Committee and Education Council. Updated language was approved by departments; programs with outstanding approvals will be presented at a later date. Once the omnibus motion is approved, updates will be made administratively in CourseLeaf, without changing effective dates.

#### iv) Update: Minor Curriculum Changes 2019

- T. Rowlatt presented an information note on minor changes approved by Curriculum Committee in 2019. Updates will be provided every six months going forward.

### b) Policy Committee

- A. Candela reported that committee is reviewing policy terms with multiple definitions, with the goal of synthesizing these definitions. Recommendations will be reviewed by policy sponsors. Policies D.4.3 Student Code of Conduct (Non-Educational Matters) and D.4.5 Student Educational Conduct will be discussed at the next meeting.

### c) Appeals Oversight Committee

- L. Griffith reported that over 50 participants are expected at Tribunal Training Day on February 21. The event was promoted at Welcome Days, Leaders' Forum, in departments, and via email.

### d) Education Quality Committee

#### i) Updated Program Renewal Schedule

- T. Rowlatt presented a minor revision to the program renewal schedule. The ASL & Deaf Studies renewal was moved ahead to 2020/21, and the CACE renewal postponed until 2021/22.

## ii) CD Fund Guidelines 2020-21

- T. Rowlatt reported on a recent update to the guidelines, allowing for funding to fully transition courses to online delivery, including the development of online teaching and learning materials. D. Wells and committee supported this change in recognition of the amount of work required for online development. The deadline to submit proposals is February 21. Several meetings are scheduled for Deans' presentations of action plans and CD Fund proposals.

## iii) Program Renewal Report: Music Degree and iv) Accreditation Report: OPTA

- T. Rowlatt presented the reports for information.

## 8. RESEARCH REPORT

- E. Ting announced that applications for the VCC Research Fund can be submitted until March 2, for up to \$2,500 for individual and \$5,000 for interdepartmental research projects.
- The Research Ethics Board has received a high volume of reviews, including full-board reviews, leading to longer processing times.

## 9. CHAIR REPORT

- E. Ting reported that items being presented for approval at the February 19 Board of Governors meeting include the VR/AR Design and Development Diploma, the Early Childhood Care and Education Diploma (International Cohort), and the Affiliation Agreement with Vancouver Film School.
- S. Broekhuizen has resigned from Education Council. By-elections are taking place to fill vacancies (four student seats, two support staff seats, and one College-at-large faculty seat).

## 10. STUDENT REPORT

- No report.

## 11. NEXT MEETING AND ADJOURNMENT

- The next Education Council meeting will be held on March 10, 2020, 3:30-5:30 p.m., at the Broadway Campus, room 5025.

**MOTION:** THAT Education Council adjourn the February 11, 2020 meeting.

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

- The meeting was adjourned at 5:13 p.m.

## APPROVED AT THE MARCH 10, 2020 EDUCATION COUNCIL MEETING

**Elle Ting**  
**Chair, VCC Education Council**