



## ATTENDANCE

### Education Council Members

Elle Ting (Chair)  
Andrew Candela (Vice-Chair)  
Ali Oliver  
Brett Griffiths  
Dave McMullen  
David Wells  
Denise Beerwald  
Jessica Yeung  
Jo-Ellen Zakoor  
John Demeulemeester  
Lisa Hunter  
Lucy Griffith  
Marcus Ng  
Natasha Mandryk  
Nona Coles  
Todd Rowlatt

### Guests

Andy Sellwood  
Bonnie Chan  
Claire Sauvé  
Deirdre Duncan  
Jacqueline Harrison  
Jennifer Gossen  
Jennifer Kelly  
Karin Jones  
Nicole Degagne  
Phoebe Patigdas  
Ruth Klann  
Shirley Lew  
Sid Khullar  
Tanis Sawkins  
Yulia Gracheva

### Regrets

Heidi Parisotto  
Julie Gilbert  
Shane McGowan  
Sukhmanjot Singh

### Recording Secretary

Darija Rabadzija

## 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 Skwxwú7mesh Úxwumixw (Squamish), xʷməθkʷəy̓əm (Musqueam) and Tsleil-Waututh peoples.

## 3. ADOPT AGENDA

**MOTION:** THAT Education Council adopt the June 9, 2020 agenda as presented.

**Moved by B. Griffiths, Seconded & CARRIED (Unanimously)**

## 4. APPROVE PAST MINUTES

**MOTION:** THAT Education Council approve the May 12, 2020 minutes as presented.

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

## 5. ENQUIRIES & CORRESPONDENCE

- E. Ting forwarded an enquiry from VCC's Elections Committee to the Academic Governance Council, regarding electronic signatures on nomination forms for the fall elections.

## 6. BUSINESS ARISING

### a) Contract Training Update

- T. Sawkins presented the annual update on non-base funded contracts. Similar to previous years, the Partnership Development Office (PDO) held most of the contracts, followed by the School of Instructor Education (SIE). Funders include the Ministry of Advanced Education, Skills & Training, private companies, and the VCC Foundation.
- Responding to questions, T. Sawkins noted that the contract with Emily Carr University of Art & Design will not be renewed, since they will run their own English upgrading classes. The COVID-19 pandemic necessitated a switch to remote delivery and postponement of one contract. No contracts were lost in the short term, and an increase in contract training is expected due to shifts in employment and the need for retraining, e.g. in the hospitality sector.

### b) Concept Paper: Jewellery Art & Design

- K. Jones presented the new program proposal; the existing program was significantly redesigned based on recommendations from the 2018/19 program renewal. Curriculum development is in progress. Changes include increased flexibility/part-time options, enhanced digital design and business components, and incorporating Indigenous design.
- There was a discussion of the student profile, which has shifted from mostly male to mostly female. Responding to questions, K. Jones explained that Indigenous content will be incorporated into courses, and an Indigenous instructor/jewellery artist will be hired. CD Funds were received to develop a third year for this program, focused on specialized techniques. There are plans to incorporate a business incubator/mentorship model to prepare students for their careers, and possibly add a practicum/co-op placement. B. Griffiths noted that the tuition will be discussed further with Finance, since the tuition outlined in the business case is higher than at other institutions.

### c) COVID-19 Update

- D. Wells provided an update on the COVID-19 response. A. Patel is in weekly contact with presidents of other colleges and the deputy minister regarding restrictions required by the Provincial Health Officer. Three working groups were established on the provincial level: groups on learning continuity (of which D. Wells is a member), trades, and technology.
- High-level return-to-work guidelines are in development for different sectors, with guidelines for post-secondary institutions expected in the next few weeks. Most institutions have started a limited return to campus. VCC's EOC is working with departments and OH&S to enable students to return for experiential learning, when there is no reasonable alternative accepted by regulatory bodies. To prevent gatherings on campus, food services will not be available in the fall. There is no information yet on the winter term; a possible second wave of COVID-19 might necessitate another increase in restrictions.
- VCC's budget is being revised; while impacts are not as severe as originally forecast, there will be significant enrolment and financial losses at VCC and across the sector. Talks are underway with the province regarding its expectation of balanced budgets. An overall enrolment decline of about 14% is expected at VCC, with variation in different areas. The decline in Health Sciences is caused by health restrictions, not a lack of demand. Decline in international enrolment stems mostly from overseas students being unable to travel to Canada; this might be mitigated by the IRCC's changes allowing students to start their studies from abroad. D. Wells acknowledged the work done by departments and the CTRL in adjusting to the situation; a survey is planned to capture feedback and learn from this experience.
- There are conversations around assessments and exam invigilation; most post-secondary institutions have moved away from invigilation software, since it can be circumvented.

#### d) Elections

- D. McMullen conducted the elections to fill vacancies due to A. Candela's educational leave starting in September.

#### i) Education Council Vice-Chair

- L. Griffith nominated N. Mandryk. Nomination accepted.  
Second call for nominations: L. Hunter nominated M. Ng; since M. Ng had left the meeting, he could not accept the nomination.  
Third call for nominations: there were none.  
By acclamation, N. Mandryk was announced Vice-Chair of Education Council.

#### ii) Education Policy Committee Chair

- A. Candela nominated N. Mandryk. Nomination accepted.  
Second and third call for nominations: there were none.  
By acclamation, N. Mandryk was announced Chair of Education Policy Committee.

#### iii) Education Council Executive Member

- N. Mandryk's election as Vice-Chair created a vacancy on the Education Council Executive.  
A. Candela nominated T. Rowlatt. Nomination accepted.  
Second and third call for nominations: there were none.  
By acclamation, T. Rowlatt was announced member of the Executive Committee of Education Council.  
D. McMullen thanked A. Candela for his work and congratulated the newly elected members.

#### e) Planning Day Discussion

- E. Ting reported that the EdCo Executive decided to postpone the June EdCo Planning Day until late September, with a regular second Planning Day in late November. Suggested topics included work-integrated learning (WIL), Indigenization and decolonisation, Academic Master Plan, Strategic Innovation Plan, and review of the move to online learning due to COVID-19, including best practices around online training and services. E. Ting invited members to forward other suggestions.

### 7. COMMITTEE REPORTS

#### a) Curriculum Committee

##### i) Program Update: Associate of Arts

**MOTION:** THAT Education Council approve, in the form presented at this meeting, revisions to the Associate of Arts Degree program content guide.

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

- T. Rowlatt presented the proposed revisions to include a missing statement from the BC Transfer Guide, as well as update language to be consistent with the Associate of Science Degree PCG.

##### ii) Program Update: Associate of Science

**MOTION:** THAT Education Council approve, in the form presented at this meeting, revisions to the Associate of Science Degree program content guide.

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

- J. Kelly presented the proposal; the statement from the BC Transfer Guide was added, and the course list edited to simplify it and match the style of the Associate of Arts Degree PCG.

**iii) First-Year UT Course Updates: CMPT 1010 & CMPT 1020, PHYS 1100 & 1170 & 1200, SCIE 1100 & 1110 & 1151**

**MOTION:** THAT Education Council approve, in the form presented at this meeting, revisions to the following eight (8) Science courses: CMPT 1010, CMPT 1020, PHYS 1100, PHYS 1170, PHYS 1200, SCIE 1100, SCIE 1110, and SCIE 1151.

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

- J. Kelly presented the proposed revisions, which bring the courses in alignment with the Common First-Year Engineering Curriculum agreement recently signed by VCC. This will allow students to transfer to the University of British Columbia, University of Victoria, University of Northern British Columbia, or Thompson Rivers University. The proposed changes maintain what is required by the College's agreement with SFU. VCC's First-year University Transfer Engineering Certificate program content guide will be revised shortly and presented for approval.

**iv) New Program: Teaching Online Certificate**

**MOTION:** THAT Education Council approve, in the form presented at this meeting, the curriculum for the new Teaching Online Certificate program and three (3) new courses (EDUC 4250, EDUC 4251 and EDUC 4252), and recommend the Board of Governors approve the credential.

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

- J. Harrison presented the proposal for this redesign of the Online/eLearning Instruction Certificate (ONEL) program based on recommendations from the program renewal. The new program incorporates experiential learning, is better integrated with the Provincial Instructor Diploma Program (PIDP), and complies with VCC's credits and credentials policies. Minor changes requested by Curriculum Committee were completed.
- Responding to a question about the required level of English language proficiency (English 11), J. Harrison explained that this matches the current requirements for the ONEL and PIDP programs; there have been no issues.

**v) New Program: Network Technology Administration and Security Post-Degree Diploma**

**MOTION:** THAT Education Council approve, in the form presented at this meeting, the curriculum for the Network Technology Administration and Security Post-Degree Diploma and 24 courses, and recommend the Board of Governors approve the credential.

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

- S. Khullar presented the proposal for three new interconnected credentials. The IT Operations Professional Certificate (ITOP) was developed as a result of the Networking Technology Certificate (NETT) renewal. A partnership with the Centre for Arts and Technology provided the opportunity to expand the curriculum and create the Network Technology Administration and Security Post-Degree Diploma and Network Security Advanced Certificate programs. Changes requested by Curriculum Committee, including adding soft skills, were completed.
- Since the ITOP program does not have any program-specific admission requirements, the question was raised whether there are any concerns about students' English skills. S. Khullar responded that there haven't been any issues in the NETT program.

#### vi) New Program: IT Operations Professional Certificate

**MOTION:** THAT Education Council approve, in the form presented at this meeting, the curriculum for the IT Operations Professional Certificate, and recommend the Board of Governors approve the credential.

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

- See 7 av).

#### vii) New Program: Network Security Advanced Certificate

**MOTION:** THAT Education Council approve, in the form presented at this meeting, the curriculum for the Network Security Advanced Certificate and one (1) course (ITOP 2413), and recommend the Board of Governors approve the credential.

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

- See 7 av).

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

**MOTION:** THAT Education Council approve, in the form presented at this meeting, revisions to the Bachelor of Science in Nursing (First Year Entry) program content guide, the Bachelor of Science in Nursing (Advanced Entry) program content guide, 38 courses, and 4 LPN Bridging to BSN courses.

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

- D. Duncan and R. Klann presented the proposal. The curriculum has not been formally updated in many years, so extensive revisions were necessary to align curriculum documentation with current practice. The revised curriculum includes two new frameworks: relational inquiry and the Safe Care Nursing Framework. All changes requested by Curriculum Committee were completed.

#### ix) Minor Changes Report: Jan-May 2020

- T. Rowlatt presented the biannual update on minor changes approved by Curriculum Committee.

#### x) Provisional Approval of New Programs Ad Hoc Committee

- T. Rowlatt reported that the provisionally approved Electronics Repair Technology program will start in September. The ad hoc committee, consisting of D. Wells, T. Rowlatt, B. Chan, J. Shehadeh, H. Parisotto, and J. Gilbert will have its first meeting with new Department Head G. Ariana in the next few weeks.

#### b) Policy Committee

- A. Candela reported that committee will continue its review of policy D.4.5 Student Academic Conduct, which will be presented to Education Council in tandem with policy D.4.3 Student Code of Conduct (Non-Educational Matters). Policies C.3.13 Academic Year and C.3.15 Academic Schedule will be reviewed at the next meeting and are expected to be presented to Education Council in September. A. Candela welcomed N. Mandryk as the new committee chair.

#### c) Appeals Oversight Committee

- L. Griffith reported that committee will meet next week to review its terms of reference and develop a process to track appeals and outcomes for reporting to Education Council. S. McGowan and K. Samnani will join committee as support staff and Continuing Studies representatives, respectively.

## d) Education Quality Committee

### i) CD Funds

- T. Rowlett provided an update on CD Funds. Several originally funded projects cannot move forward at this time, and program renewals were cancelled for this year. Committee met in May to reallocate funds from these projects to new proposals arising in response to COVID-19. The full amount of \$400,000 was allocated.

## 8. RESEARCH REPORT

- E. Ting reported on planning for the next Research Day. The Research Ethics Board will meet one more time before the summer break to work on course-based reviews for student research projects.

## 9. CHAIR REPORT

- E. Ting presented the Education Council 2019 Annual Report for information. A consent resolution will be sent out next week for approval of new course COMP 0300, with a proposed start date of August 2020. The consent resolution is being put forward in lieu of calling a special EdCo meeting before the summer break.

## 10. STUDENT REPORT

- P. Patigdas reported that SUVCC is planning its operations and delivery of services in the context of COVID-19, in collaboration with the EOC and senior leadership. Plans for membership outreach and engagement activities in September are in development.

## 11. NEXT MEETING AND ADJOURNMENT

- The next Education Council meeting will be held on September 8, 2020, 3:30-5:30 p.m.

**MOTION:** THAT Education Council adjourn the June 9, 2020 meeting.

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

- The meeting was adjourned at 5:02 p.m.

## APPROVED AT THE SEPTEMBER 8, 2020 EDUCATION COUNCIL MEETING

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