



ATTENDANCE

Education Council Members

Natasha Mandryk (Chair)	Emily Simpson	Sarah Kay
Brianna Higgins	Kseniia Osipova	Todd Rowlatt
Dave McMullen	Lisa Beveridge	Vivian Munroe
David Kirk	Louise Dannhauer	
Dennis Innes	Marcus Ng	

Regrets

Belinda Kaplan	Derek Sproston	Simranjot Kaur
Dana Valeria Rodriguez Arellano	Heidi Parisotto	
David Wells	Shirley Lew	

Guests

Adrian Lipsett	John Demeulemeester	Nicole Degagne
Herbie Atwal	Lucy Griffith	Pervin Fahim
Jennifer Kelly	Marnie Findlater	Stefan Nielsen
Jo-Ellen Zakoor	Michael Yue	Tanya O’Neill

Recording Secretary

Darija Rabadzija

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT

- V. Munroe acknowledged the College’s location on the traditional unceded territories of the xʷməθkʷəy̓əm (Musqueam), Skwx̱ wú7mesh (Squamish), and səliłw̓ ətaʔt (Tseil-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 June 11, 2024 agenda as amended. Item 6b) Academic Planning & RFQ Process was deferred.

**Moved by N. Mandryk, Seconded & CARRIED (Unanimously)**

4. APPROVE PAST MINUTES

**MOTION:** THAT Education Council approve the May 14, 2024 minutes as presented.

**Moved by N. Mandryk, Seconded & CARRIED (Unanimously)**

5. ENQUIRIES & CORRESPONDENCE

- N. Mandryk welcomed Tanya O’Neill, Manager, Indigenous Education Initiatives, to VCC.

## 6. BUSINESS ARISING

### a) Contract Training Update

- M. Yue presented the Partnership Development Office's (PDO) annual update on contract training. A summary of 2023/24 contracts was included in the meeting package. 32 new contracts started within that timeframe, classified as FTE or non-FTE, depending on whether they contribute to VCC's student FTE (full-time equivalent).
- Highlights included Culinary Arts training in partnership with the Hałzaqv/Heiltsuk Nation in Waglisla/Bella Bella, BC, and the Gwich'in Tribal Council in the Northwest Territories. Continuing Studies launched new micro-credentials in Fashion & Costuming for Film and Video Game Production with provincial funding.
- There was a discussion about VCC's decentralized approach to managing and evaluating contracts, which may be held by the PDO or other departments across the College.

### b) Academic Planning & RFQ Process

- Item deferred.

### c) Implementation of Revised Program: Counselling Skills Foundations: Mental Health & Addictions Program

- N. Mandryk provided an update regarding the Counselling Skills Foundations: Mental Health & Addictions Certificate. The revised curriculum was approved by EdCo in May 2023. Since potential re-costing of the program was not considered at the time, there was no EdCo motion to provide advice to the Board of Governors on program implementation.
- In May 2024, N. Mandryk was informed that the Ministry considered the program change a substantial revision and approved a tuition change. To avoid delays to student registration and to the planned program launch for September 2024, the Education Council Executive agreed with the proposal to bring the revised tuition to the Board of Governors in May 2024 without formal EdCo advice on program implementation, as an exceptional situation. The Board approved the revised tuition on May 29, 2024.
- EdCo members had no concern about this approach.

### d) Continuing Studies Non-Credit Course Outlines

- A. Lipsett presented the annual update on Continuing Studies (CS) non-credit courses. The number of offerings was similar to the previous year. The overall trend is away from general interest courses and towards more professional development and business/finance-related offerings. These include asynchronous LERN courses, offered by VCC through a licensing agreement. VCC continues to expand its micro-credential offerings (both through CS and other schools), utilizing the CS online registration systems to streamline the process for students.
- While CS students are mostly from the Lower Mainland and other parts of Canada, VCC is leveraging its current role as UMAP (University Mobility in Asia and the Pacific) International Secretariat to expand the reach of its online offerings, e.g. to Malaysia.

### e) EdCo Planning Day Debrief

- N. Mandryk reported on EdCo Planning Day, held on June 6. Dr. B. Magrill from Capilano University presented on generative artificial intelligence (AI). D. Wells presented the revised draft Curriculum Development and Approval Policy (410) and supporting documents for initial discussion. Work on this policy is ongoing, and members were invited to join future Education Policy Committee meetings.
- L. Dannhauer took over the chair during the discussion of item 7ai.

## 7. COMMITTEE REPORTS

### a) Curriculum Committee

#### i) New Course: SCIE 0715 Foundations for Success in Math and Science

**MOTION:** THAT Education Council approve, in the form presented at this meeting, the new course SCIE 0715 Foundations for Success in Math and Science.

**Moved by M. Ng, Seconded & CARRIED (Unanimously)**

- J. Kelly and N. Mandryk presented the second of two courses in a province-funded pathways program for ABE (Adult Basic Education) students. After completing the first course SCIE 0710, students will continue into SCIE 0715. This course is designed to support students re-entering formal education, and will be taken alongside math and science upgrading courses. No co-requisites are listed for SCIE 0715, since students may be taking a variety of math or science courses in tandem, depending on their level.

#### ii) Program Update: Medical Office Assistant Certificate

**MOTION:** THAT Education Council approve, in the form presented at this meeting, revisions to the program content guide for the Medical Office Assistant Certificate, and changes to the credits for MEDC 1141, MEDC 1142, and MEDC 1151.

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

- D. Innes presented the proposal to reduce credits (by 0.5 credit each) for three courses in the recently revised Medical Office Assistant Certificate program, which has not yet been taught. There were no substantive changes to the overall program structure. Some instructional hours were recategorized, which resulted in an increase in program credits by 1.5. The proposal is to slightly reduce the credits in three courses to retain the original number of program credits. The Registrar's Office and Curriculum Committee had no concerns.

#### iii) Program Updates: Hairstylist Certificate and Esthetics & Spa Therapy Certificate

**MOTION:** THAT Education Council approve, with the change approved at this meeting, revisions to the Hairstylist Certificate program content guide, including three new courses: HAIR 1010, HAIR 1020 and HAIR 1030.

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

THAT Education Council approve, in the form presented at this meeting, revisions to the Esthetics & Spa Therapy Certificate program content guide, including three new courses: ESTH 1010, ESTH 1020 and ESTH 1030.

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

- L. Dannhauer presented the proposal. The key change was to rebalance credits among the three courses in each program. Both Level 3-courses are now 9 credits and considered full-time, which is important to meet requirements for international students as well as financial aid. No new content was added to either program, but outcomes were redistributed among courses. Evaluation plans were updated to provide more clarity for students and to emphasize the importance of meeting the strict attendance requirements.
- A minor change was requested by EdCo: replacing "final VCC practical exam" with "SkilledTradesBC practical exam" in the HAIR 1030 course outline.

#### iv) Minor Curriculum Changes January–May 2024

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

## **b) Policy Committee**

- S. Kay reported that the committee provided feedback on the Curriculum Development and Approval Policy (410) at its June 5 meeting. K. Oldenburg was thanked for chairing the committee during S. Kay's absence.
- The revised Accommodation for Students with Disabilities policy (327) was reviewed by Governance Committee and will be presented to the Board for approval on June 26. The Board approved the revised Education Services Renewal policy (405) on May 29.

## **c) Education Quality Committee**

### **i) Annual Program Review 2023 Summary Report**

- T. Rowlett presented EQC's Annual Program Review Summary Report, based on a conversation with all deans about annual program reviews (APRs) and further committee discussion. APRs this year included a question about collection of student feedback. There is no consistent approach to data collection across the College, and there are challenges around logistics and access to data. Key themes in APR report were Indigenization and decolonization, mental health and well-being, micro-credentials, and prior learning assessment and recognition (PLAR). An emerging topic is generative artificial intelligence (AI).
- Committee priorities for the next year include developing a quality report; reviewing the course and program evaluation process; work on integrating mental health and well-being into curriculum development; and identifying and sharing successful models for instructor orientation and onboarding in collaboration with the CTLR.

## **8. CHAIR REPORT**

### **a) EdCo Annual Report 2023**

- N. Mandryk reported on the May 21 Academic Governance Council meeting. The council consists of EdCo chairs and vice-chairs from across BC. There was a discussion about tensions between privacy legislation and the Accessible BC Act related to students recording classes. Several institutions are reviewing their policy frameworks and conducting a gap analysis. Nicola Valley Institute of Technology's approach to decolonizing policy was highlighted. Other discussion topics included the Quality Assurance Process Audit (QAPA) several institutions are undergoing, and part-time faculty on EdCo.
- N. Mandryk will participate in an upcoming Ministry of Post-Secondary Education and Future Skills workshop for Board members.
- The 2023 EdCo Annual Report was presented for information.

## **9. STUDENT REPORT**

- M. Ng reported on the land acknowledgement workshop on May 23 facilitated by C. Little.
- SUVCC ran a successful pub night for students from both campuses on May 29.

## **10. NEXT MEETING AND ADJOURNMENT**

- The next Education Council meeting will be held on September 10, 2024, 3:30–5:30 p.m.
- The meeting was adjourned at 4:40 p.m.

## **APPROVED AT THE SEPTEMBER 10, 2024 EDUCATION COUNCIL MEETING**

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