



VANCOUVER COMMUNITY COLLEGE EDUCATION COUNCIL
MEETING MINUTES

October 13, 2020

3:30–5:30 p.m., Videoconference

ATTENDANCE

Education Council Members

Elle Ting (Chair)
Ali Oliver
Brett Griffiths
David Wells
Denise Beerwald
Heidi Parisotto
Jessica Yeung
Jo-Ellen Zakoor
John Demeulemeester
Julie Gilbert
Lisa Hunter
Lucy Griffith
Nona Coles
Shane McGowan
Todd Rowlatt

Guests

Andy Sellwood
Bonnie Chan
Claire Sauvé
Dennis Innes
Jennifer Gossen
Kalli Cartwright
Les Apouchtine
Louise Dannhauer
Nicole Degagne
Phoebe Patigdas
Rebecca Bennett
Shirley Lew
Taryn Thomson

Regrets

Dave McMullen
Marcus Ng
Natasha Mandryk (Vice-Chair)
Sukhmanjot Singh

Recording Secretary

Darija Rabadzija

1. CALL TO ORDER

- The meeting was called to order at 3:33 p.m.

2. ACKNOWLEDGEMENT

- E. Ting acknowledged that the meeting is being held on the traditional unceded territory of the Sk̓wx̓wú7mesh Úxwumixw (Squamish), xʷməθkʷəy̓əm (Musqueam) and Tsleil-Waututh peoples.

3. ADOPT AGENDA

MOTION: THAT Education Council adopt the October 13, 2020 agenda as presented.

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

4. APPROVE PAST MINUTES

MOTION: THAT Education Council approve the September 8, 2020 minutes as presented.

Moved by N. Coles, Seconded & CARRIED (Unanimously)

5. ENQUIRIES & CORRESPONDENCE

- E. Ting received enquiries from the Academic Governance Council (AGC), which represents Education Councils across B.C. Questions were related to program review and renewal processes and QAPA. The AGC will meet in a few weeks and continue the discussion.

6. BUSINESS ARISING

a) Online Experience Student Survey

- D. Wells presented results from the survey conducted in July (previously presented to Education Quality Committee). The goal was to evaluate students' level of comfort and preparedness for online learning, and to identify key concerns and barriers. Questions built on surveys at other institutions, as well as a previous survey conducted by VCC's Student Success area to identify which devices students have available to access online content. The survey response rate was about 18%. It was noted that this survey is separate from course evaluations.
- A follow-up survey is planned for the Winter Term (January/February) to capture changes after students have completed a full term of online instruction, and instructors have had additional support from the CTLR and its online learning developers & leaders. D. Wells invited feedback to refine questions for the next survey in order to identify the priorities of VCC students in more detail. The plan is to gather data on student demographics and different schools/program areas going forward.
- Suggested areas to include in the follow-up survey:
 - Experience with asynchronous (Moodle) vs. synchronous (Zoom) delivery; expectations around scheduling/time spent online
 - Engagement/soft skills
 - Technical support for students
- J. Demeulemeester inquired about the Duolingo English test pilot; at the September EdCo meeting, D. McMullen had reported that the timeline for accepting Duolingo as an assessment option to demonstrate English Language Proficiency was extended. D. Wells noted that EAL Pathways student outcomes in terms of progression/completion in the Spring/Summer Term were comparable to last year; student outcomes will continue to be monitored. J. Demeulemeester emphasized that acceptance of the Duolingo assessment was proposed as a temporary pilot and voiced concerns about contracting out faculty work to a third party.

b) Update: Online Learning Classroom Agreement

- S. Lew and A. Sellwood presented an update to the cover letter and agreement presented at the last EdCo meeting. Based on EdCo feedback, the documents were revised to clarify that implementation of the agreement is faculty led. Some content was moved from the agreement to the cover letter, and language simplified. The revised documents were shared at Leaders' Forum and are posted on the CTLR website.
- J. Demeulemeester felt the agreement, which was presented for information, should be voted on by Education Council. There was a longer discussion; while not strictly opposed to the suggestion, several EdCo members felt a vote was not required, since the documents summarize and clarify existing policies, but do not establish new policy nor restrict the authority of instructors. In addition, other classroom agreements do not come to EdCo for approval. EdCo accepted the item for information.

c) Concept Paper: Nail Technology Certificate

- B. Griffith and L. Dannhauer presented the concept paper. The field of nail technology is growing, and there is demand for training in this area (which used to be part of the Esthetics program). The proposed certificate consists of two courses and can be taken as a standalone program; graduates of the Esthetics and Spa Therapy Certificate wishing to obtain skills in nail technology can enrol directly in the second course. The proposed program is the only offering of its kind at a public institution, and presents an opportunity to expand public-facing services offered at VCC's Salon & Spa.
- Responding to questions, L. Dannhauer noted that nail services are in high demand despite the pandemic. Ventilation requirements can be fulfilled using portable ventilators, which students will purchase as part of their kits; no facilities upgrade is required.

d) Program Discontinuance: Interior Design Certificate

MOTION: THAT Education Council recommend the Board of Governors approve discontinuance of the Interior Design Certificate program.

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

- C. Sauvé reported that the program was suspended in February 2019. There was a steady drop in enrolment over the years due to changes in the industry, with a bachelor's degree becoming the minimum requirement for a "registered interior designer (R.I.D.)" designation through the Interior Designers Institute of British Columbia (IDIBC). VCC is unable to compete with other institutions (including KPU and BCIT) that have more suitable facilities for this program area.
- A program renewal was completed to explore possible programming alternatives. One idea is to offer Business for Creatives courses in Continuing Studies; other options, such as interior decorating and eco/green design programming, were not considered viable due to a lack of market demand and appropriate facilities, respectively. The recommendation was to discontinue the program in its current form.

e) Program Suspension: Renal Dialysis Technician Short Certificate

MOTION: THAT Education Council recommend the Board of Governors approve suspension of the Renal Dialysis Technician Short Certificate program.

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

- C. Sauvé and R. Bennett presented the proposal to suspend the Renal Dialysis Technician Short Certificate. VCC has offered the program inconsistently since 2013, since local hospitals are increasingly delivering their own in-house training. The department has reached out to local health authorities, but it is unclear when the program will run again. There are currently 50 students on the waitlist, and the department receives numerous enquiries about the program. The proposal is to suspend the program until there is more clarity, with interested students being directed to other health programs at VCC, such as the Medical Device Reprocessing Technician program. There are also discussions about connecting students on the waitlist with health authorities conducting training.

f) EdCo Annual Planning Calendar 2021

- E. Ting presented the planning calendar and invited EdCo members to provide feedback.

7. COMMITTEE REPORTS

a) Curriculum Committee

i) Program Updates: Network Technology Administration and Security Post-Degree Diploma and Network Security Advanced Certificate

MOTION: THAT Education Council approve, in the form presented at this meeting, revisions to the program content guides for the Network Technology Administration and Security Post-Degree Diploma and the Network Security Advanced Certificate.

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

- T. Rowlatt presented minor revisions to two networking programs. The list of courses was organized into terms, which was requested by International Education to clarify the program structure for international students studying in cohorts. Part-time (domestic) students can complete the courses in any order.

ii) New Program: Accounting Diploma

MOTION: THAT Education Council provisionally approve, in the form presented at this meeting, the curriculum for the Accounting Diploma program, including nine new courses, and recommend the Board of Governors approve the credential.

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

- D. Innes presented the proposal for two new programs: the Accounting and Marketing Technology Diplomas (see 7aiii), open to both international and domestic students. The curriculum partially overlaps with the Canadian Business Management (CBM) and Business and Project Management (BPM) Post-Degree Diploma programs. Newly developed content includes a course on Indigenous business. D. Innes requested both programs go through the provisional approval process, which will provide additional support to the new department that will be established.
- Curriculum Committee requested changes to evaluation plans to reduce the emphasis on exams and quizzes. While some changes were made, there is still a large focus on tests. D. Innes explained that the curriculum developers viewed the ability to demonstrate accuracy under pressure as a crucial component of the work. Additional small changes were made for alignment in connected courses.
- Associate Registrar L. Apouchtine expressed concerns related to the overlap of about 50% of courses in the new diploma programs and the existing post-degree diplomas. Questions were raised regarding the higher admission requirements for the post-degree diplomas (completed bachelor's degree), as well as the differentiation in content between the diploma and more advanced post-degree programs. With the current proposal, diploma graduates would already have completed 50% of credits towards a post-degree diploma. D. Innes responded that VCC worked with Okanagan College (OC) in developing the programs, and this structure has proven successful at OC. Since international students typically enter post-degree programs without work experience and with university degrees in fields unrelated to business, foundational courses are necessary to introduce the Canadian business context and prepare students for more advanced content in the second year. The post-degree programs offer more advanced management-level courses, while the diploma programs are more applied and prepare graduates for entry-level positions.
- N. Coles inquired about the background for introducing a new accounting program, since VCC's Accounting Certificate program was cancelled in 2008. D. Innes and D. Wells responded that a major change in the landscape was the consolidation of various accrediting bodies into one organization: CPA Canada (Chartered Professional Accountants). VCC is working towards CPA accreditation; the goal is to enable graduates to ladder into a degree and receive credit for CPA programs if they pursue a CPA designation. In addition, diploma graduates are qualified for accounting technician positions, which are in great demand in Metro Vancouver.
- L. Apouchtine recommended that tuition for common courses be aligned with rates in the post-degree diploma programs; D. Innes confirmed this will be taken into consideration when tuition is set.

iii) New Program: Marketing Technology Diploma

MOTION: THAT Education Council provisionally approve, in the form presented at this meeting, the curriculum for the Marketing Technology Diploma program, including one revised and seven new courses, and recommend the Board of Governors approve the credential.

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

- See discussion under 7aii)

iv) Curriculum Documentation Approval Time Frame 2021

- This document was included for information.

b) Policy Committee

- No report; N. Mandryk sent regrets.

c) Appeals Oversight Committee

- L. Griffith reported that committee welcomed new members based on the updated terms of reference. Two subcommittees are working on developing a process for tracking appeals and a protocol around hearings. There are ongoing conversations around the committee mandate.
- The online Tribunal Training course has been well received, with about 50 registrants over the last 1.5 years. L. Griffith thanked everyone involved in this work.

d) Education Quality Committee

- T. Rowlatt provided an update on the committee's working groups. One subcommittee is undertaking a gap analysis between program renewal and accreditation processes. A second group is reviewing course evaluation surveys, with the goal of incorporating questions around online learning.

8. RESEARCH REPORT

- E. Ting reported that the REB is reviewing its membership and is looking to add two more members.
- Six review requests were received last month (four new projects and two amendments).
- February 25 & 26 have been set as tentative dates for the combined Research Day/Teaching and Learning Symposium in 2021.

9. CHAIR REPORT

- E. Ting reported that voting in EdCo elections closed today. She thanked departing members D. Beerwald, N. Coles, J. Yeung, S. Singh, and L. Hunter for their contributions to Education Council.
- Policies C.3.13 Academic Year and C.3.15 Academic Schedule went through Governance Committee on October 7 and will be presented to the Board for approval on November 25.
- The Academic Governance Council will meet before the next EdCo meeting; members were encouraged to bring forward topics for discussion.

10. STUDENT REPORT

- P. Patigdas reported on SUVCC membership outreach activities, including very successful online yoga and financial literacy workshops.
- SUVCC held elections for its Board of Directors, with new terms starting at the end of October. There has been a lot of outreach on different platforms to engage students in the upcoming provincial election, including encouraging students to submit pledges and share issues of concern on the takeitover.ca site. SUVCC is also planning to hold class talks to further engage students.

11. NEXT MEETING AND ADJOURNMENT

- The next Education Council meeting will be held on November 10, 2020, 3:30-5:30 p.m. EdCo Planning Day is scheduled for November 20, 9:00 a.m.-12:00 p.m.

MOTION: THAT Education Council adjourn the October 13, 2020 meeting.

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

- The meeting was adjourned at 5:06 p.m.

APPROVED AT THE NOVEMBER 10, 2020 EDUCATION COUNCIL MEETING

Elle Ting
Chair, VCC Education Council