



# Annual Report 2016

## President's Message

This, my first year as President of the Child and Youth Care Educational Board of Canada (CYCEAB), has certainly been an exciting one as we have been moving through the accreditation process with our first string of applicants.

This past year saw the Board, along with several working committees, continue with their commitment to achieving accreditation goals and objectives, implementing policies and developing the necessary resources to establish a working framework specific to the accreditation process. Together we have observed as our program applicants have worked through the self-study guide, quality enhancement guide and surveys for students, employers and alumni.

We have been taking note of the areas of process that require further revision and are also collectively continuing to design reviewer guidelines, ethics policies, guidelines for recruiting reviewers and the implementation of the Recommendation committee.

We presently have four programs that are in varying stages of accreditation with one program who has completed the site review and is awaiting the final report. One more program has just provided a statement of intent for the upcoming application period which takes place in January, 2017. The reality that so many programs came forward in this first year is a testament to the value of Child and Youth Care Accreditation in Canada.

We recognize that one of the priorities is to update the website with any new and revised documents as well as information on CYCEAB directors.

We have also succeeded with the introduction of an Office Manager based out of Lethbridge College who has been a significant asset to the Board and vital to our overall operations.

The CYCEAB were privileged to offer leadership to Educator's day at the National Conference held in Halifax, NS in May, 2016. This is in keeping with our commitment to encourage the development of a community practice that will provide opportunities for sharing and mutual support among the post-secondary programs in Child and Youth Care in Canada.

### 2016 Board of Directors

- Tina Kroll-Neary  
(President)
- Varda Mann-Feder  
(Vice-President)
- Wendy Weninger  
(Secretary)
- Heather Modlin  
(Treasurer)
- David Connolly
- Doug Magnuson
- Dean Milne
- Kelly Shaw
- Heather Snell

I would like to acknowledge and give thanks to the members of the Board who have ensured that our work together aspires to be as efficient as possible and are committed to ensuring that programs seeking accreditation are thoroughly supported. It is a privilege and a pleasure to be associated with such a determined group of professionals. I would like to give special recognition to Doug Magnuson, Kelly Shaw and David Connolly, who as founding board members have completed their maximum terms allowed and are leaving their positions as board members. We are delighted that they have all agreed to continue to support the CYCEAB in other capacities.

I would also like to recognize that we are learning with all of you as we proceed through this process and we want to extend our sincerest appreciation to this series of applicants for their patience and trust in us as we continue to identify flaws, determine their needs and respond to their requests.

In the year ahead we will continue to focus on supporting our mandate of ensuring quality education for child and youth care practitioners across the country. There will be a focus on receiving feedback from the applicants and building on the knowledge we have acquired through their accreditation experience.

Tina Kroll-Neary  
President, CYCEAB

## **Committee Reports**

### **Planning and Priorities Committee**

*Membership – Varda Mann-Feder (chair), Wendy Weninger*

Planning and Priorities focused on assisting with implementation over this past year.

We supported multiple processes for accreditation: policy manual development, the selection and securing of external reviewers as well as providing input for the preparation/orientation of reviewers. We also had an active role in planning, management and documentation in relation to Educator's Day at the National CYC Conference in Halifax in May of 2016.

### **Policies and Procedures Committee**

*Membership – David Connolly (chair), Doug Magnuson, Dean Milne*

Over the course of the last year, the CYCEAB has updated and added to our working set of policies and procedures. Recent efforts have focused on policies and procedures pertaining to Accreditation Reviewers and the Accreditation Process including the Role of Reviewer, Criteria and Process of Selecting the Reviewer and Conflict of Interest. The policies and procedures continue to require close examination as they need to be aligned with work being done in other

committees. As committee chair, I would like to thank our committee members and fellow board members for their dedication and hard work to the entire process.

### **Research Committee**

*Membership – Heather Snell (chair), Doug Magnuson, Diane Parris, Graham McPheat, Jenny McGrath, Michelle Koroll, Miriam Curtis and Tina Kroll-Neary. Special thanks and congratulations to Michael Keogh on the completion of his graduate thesis. Welcome to new members Michelle Shelswell, Melissa Teles and Monica Pauls.*

During 2016, the CYCEAB Research Committee completed the first major investigation into Field Work/Practicum models in CYC Education in Canada. In collaboration with graduate student Michael Keogh, and with support from Humber College, this study was published in *Relational Child and Youth Care Practice* and presented at the CCCYCA annual conference. The study revealed significant variations in hours, supervision and evaluation models used in Child and Youth Care Education. Data and findings are available on the CYCEAB website. The 2016 study will form the base line for further inquiry into practices in CYC Field Work/Practicum Education. In 2017, the Committee intends to further investigate the learning outcomes associated with various field work models and consider these findings in relation to practices in CYC education revealed in the first accreditation cycle of programs. Although the CYCEAB accreditation model is non-prescriptive, we hope to investigate trends or themes in Field Work education that CYCEAB might consider to be best practice.

2017 goals for the Research Committee include:

- A review of CYC Field Work nomenclature and terminology.
- A study of CYC Field Work/Practicum course outlines to determine learning outcomes specific to Field Work learning.
- A review of the first CYCEAB accreditation cycle specific to Field Work practices.
- The development of policy with regard to maintenance and access to data.
- The development of self-study and assessment tools specific to the CYCEAB accreditation process.

### **Standards Development and Implementation Committee**

*Membership: Kelly Shaw (chair), Anne Black, Dean Milne, Heather Sago, Carol Stuart, Brenda Webb, Wendy Weninger*

I anticipate that every committee chair hopes to be supporting the best committee – well I actually do. The flexibility and commitment demonstrated by this group over the past year continues to be remarkable. The focus of the Development and Implementation Committee at this point in the accreditation process is to support the implementation process of

accreditation. Since the AGM in 2015, we have been responsible for a variety of tasks all associated with ensuring that we have the tools in place to support reviewers and programs as they engage in accreditation.

We have been involved in finalizing the guidelines for reviewer selection, creating a framework for potential accreditation reviewers with the intent of ensuring that they understand their role. Along with the rest of the board, we have canvassed accreditation reviewers, and with the policy committee we created structure for the review of the accreditation report.

It is exciting to watch as accreditation is implemented this year and we look forward to the work that will come as we continue to learn.

## Finance Committee

*Treasurer Heather Modlin*

### **CYCEABC Income statement (October 1 2015 to September 30 2016)**

#### **REVENUE**

Memberships (28)	\$ 8,473.90
Accreditation Fees (4)	24,750.00
Rebate	36.20
<b>Total Revenue</b>	<b>\$33,260.10</b>

#### **EXPENSES**

Bank Fees	\$ 23.61
Contracted Services	8,520.06
Administration Costs	2,976.15
Conference Costs	1,546.19
<b>Total Expenses</b>	<b>\$13,066.01</b>

#### **ASSETS**

Net Income	\$20,194.09
Receivables	5,600.00 (Accreditation and membership fees)
Carry Forward Cash	16,000.54
<b>Total Assets</b>	<b>\$41,794.63</b>

#### **LIABILITIES**

Accounts Payable	\$315.00 (Administration fees)
<b>Total Liabilities</b>	<b>\$315.00</b>

<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$41,479.63</b>
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## Membership as of November 1, 2016

**Note: We apologize in advance for any omissions or errors and would appreciate any corrections you may have via email to [cyceab@lethbridgecollege.ca](mailto:cyceab@lethbridgecollege.ca). Thank you.**

- Algonquin College
- Centennial College
- Centre for Excellence for Looked After Children, University of Strathclyde
- Child and Youth Care Certification Board
- Collège Boréal
- Concordia University
- Confederation College, Community Services
- Council of Canadian CYC Associations
- CYC Association of Newfoundland/Labrador
- Douglas College
- Eastern College
- Holland College
- Humber College
- Lakeland College
- Lethbridge College
- MacEwan University
- Medicine Hat College
- Mohawk College
- Mount Royal University
- Mount St. Vincent
- Nova Scotia Community College
- Ontario Association of Child and Youth Counsellors
- Red River College
- Saskatchewan Polytechnic
- Sheridan College
- Sir Sandford Fleming College, Child and Youth Work
- St. Clair College
- University of the Fraser Valley
- University of Victoria
- Vancouver Island University