



**CACEJ** | **CYCEA**

CONSEIL D'AGRÉMENT DES CONSEILLERS AUPRÈS  
DE L'ENFANCE ET DE LA JEUNESSE DU CANADA

CHILD AND YOUTH CARE EDUCATIONAL  
ACCREDITATION BOARD OF CANADA

# Annual Report 2018

## President's Message

As I complete my third year as President of the CYCEAB, I cannot help but reflect on the growth and development of this association and what an incredible privilege it has been to engage with such a determined group of professionals.

Much the same as my last report, the past year saw the CYCEAB, along with several working committees, continue with their commitment to achieving accreditation goals and objectives and developing new policies based on the knowledge and feedback acquired since the first accredited program was introduced. There has been an ongoing need to review and revise the existing information resources to establish a working framework specific to the accreditation process. There have been many challenges openly welcomed as opportunities for continued learning. We have produced a new improved version of the site reviewer's manual and continue to work at enhancing it. We are nearing the end of a major review of the existing policies and procedures and have introduced a data sharing agreement for those institutions undergoing accreditation.

The ongoing feedback of the program applicants and the addition of our new board members resulted in an incredibly productive Strategic Planning meeting in March 2018. The board members met in Toronto where all elements of the accreditation process were reviewed and revised accordingly. The website -- (<http://www.cycaccreditation.ca/>) – has been updated. Policies and procedures are undergoing the final review and will be posted on the website once completed.

The CYCEAB office continues to function efficiently and effectively at the hands of Dianne Marcellus-Kerr, our office manager. Together we observed as another program applicant Humber College, successfully completed the accreditation process and achieved accreditation status. There are presently 11 programs in varying stages of accreditation and the Accreditation Coordinator, Wendy Weninger, has provided incredible support and direction consistent to all programs involved in the accreditation process.

Education Day was an incredible success at the National Conference held in 2018 in Vancouver with event organizers keeping with their commitment to encourage development

### 2018 Board of Directors

- Tina Kroll-Neary  
(President)
- Kelley Hoyt (Vice-President)
- Melissa Teles  
(Treasurer)
- Charlotte Serpa  
(Secretary)
- Dean Milne
- Fernando Nunes
- Leanne Rose
- Christine Slavik
- Heather Snell

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.

I want to recognize the unwavering support received from the Board of Directors, who have ensured that our work together aspires to be as efficient as possible and are dedicated to ensuring that programs seeking accreditation are thoroughly supported. I would also like to recognize the many other volunteers who have stepped up to support the numerous committees that operate within the CYCEAB. Special thanks to Doug Magnuson who continues to provide his expertise and support to accreditation applicants throughout the survey process.

I would also like to give special recognition to Heather Snell, who as a founding board member, has completed her maximum term; and although she is leaving her position as a board member and co-chair of the Education Day Committee and chair of the Research Committee, she has agreed to stay involved with CYCEAB as a site reviewer.

This coming year, we will continue with succession planning and the recruitment of committee members and board members. Think about how you could participate and use your knowledge as an influencer in the discipline while supporting our mandate of ensuring quality education for child and youth care practitioners across the country.

And, if you or you know of someone interested in becoming a site reviewer, please learn more by clicking on the following link: [CYCEAB Site Reviewer](#).

Thank you to all members of the CYCEAB for your commitment and support over this last year – we look forward to a productive and successful year ahead of us in 2019.

Tina Kroll-Neary  
President, CYCEAB

## **Committee Reports**

### **Communications Committee**

*Membership – Kelley Hoyt (chair), Réjeanne Denomme, Nicole Murray, Abby Stephens*

The CYCEAB Communications Committee is responsible for the development and implementation of communication plans and processes, dissemination of information and updates on the CYCEAB. This includes specific activities such as website maintenance, creation of communications materials and oversight of membership recruitment strategies.

In the past year, the communications committee has grown in membership with a new chair and three members. This team has developed a “Benefits of Membership” information sheet and has started planning and discussion on implementing French translation of the website and all documents that are accessible online.

## **Education Committee**

**Membership:** Heather Snell, Tara Rose Farrelle, Mark Littlefield, Laura Steckly, Wolfgang Vachon, Mary Ventrella, Christine Slavik, Graham McPheat, Melissa Teles

The work of the Education Committee 2018 was stellar! Intentionally changing the name and mandate of the committee from the *Educator 'Day' Planning Committee* to the more inclusive name and larger mandate of *Education Committee* – the members worked diligently to research, plan and deliver a very successful Education Day prior to the 2018 National CYCABC Transitions and Transformations Conference held May 2018 in Vancouver. Many thanks to the CYCABC Organizing Group for supporting our work.

Education Day welcomed over 100 students, young people, CYC educators and CYC practitioners from across Canada and internationally. Sixteen presenters, equally representing student and educator voices, shared their experiences in CYC education. Using a fast and furious 10 x 10 format, presenters challenged the participants through dance, visual art, research, first person narratives, sharing of innovative ideas and critical commentary. The work ahead in 2019 for the committee will include a detailed review of the 2018 Education Day feedback and the development of a plan for continual educational activities and sharing beyond our traditional offering of only one conference day every two years.

As I retire from this committee, I wish to thank the committee members for their hard work, enthusiasm and incredible commitment to CYC education. It has been a privilege to work with you. – Heather Snell

## **Policies and Procedures Committee**

*Membership – Dean Milne (chair), Fernando Nunes, Leanne Rose, Donna Kalau*

Over the course of the last year, the CYCEAB has updated and added to the working set of policies and procedures. There have been some significant revisions with the Corporation, Financial and Accreditation Process policies. Recent efforts have focused on policies and procedures pertaining to the role of the Accreditation Reviewer, which will be aligned and congruent with the updated Reviewer Manual. The final section of the Policy and Procedures manual, that is undergoing revisions, will address the Post-Accreditation process. The policies and procedures committee will continue to revise and develop policies to ensure they are aligned with our bylaws and with all other committee work.

As the Policy and Procedures Committee chair, I would like to thank our committee members and fellow board members for their dedication and commitment to the entire process. – Dean Milne

## **Research Committee**

*Membership – Heather Snell (chair), Hailey Kavanagh, Doug Magnuson, Jenny McGrath, Graham McPheat, Diane Parris, Monica Pauls, Melissa Teles, Carys Cragg*

The work of the Research Committee 2018 included:

- Follow up to the publication of Phase 2 of the 2017 Field Work Project: Investigation into Learning Outcomes of Field Work Course Outlines in CYC Diploma courses in Ontario, and continued efforts to support the CYCEAB development protocol and policy related to the access of data generated from CYCEAB Accreditation processes
- A preliminary research investigation into the experiences to date of several CYCEAB Site Reviewers. This initial step will inform CYCEAB and the committee as we continue to investigate the impact, priority and variations in approaches to CYC Field Work delivery.
- Research, planning and delivery of a key presentation at the National CYCABC Transitions and Transformations The conference was held in May 2018 in Vancouver. This presentation summarized CYCEAB research efforts to date and further served as an outreach to continue our ongoing investigations into Field Work in CYC Education. A direct result of this presentation is the development of a co-authored paper for publication.

As I retire from this committee I wish to thank the committee members for their commitment to CYC education and research. Special thanks to Doug Magnuson whose initial vision and research skills have guided so much of the work of the committee.

– Heather Snell

## **Standards Development and Implementation Committee**

*Membership: Charlotte Serpa (chair), Kelly Cassano, Brenda Webb, Mark Littlefield, Mary Ventrella, Teresa Fraser, Heather Sago*

This has been a reboot year for this committee. We have only just started to re-group and look at goals and possible projects.

We have many ideas for future projects and have had lots of brainstorming about ongoing improvements to the self-study guide and process. We are currently reviewing the self-study guide to look for duplication in questions and ensure up-to-date language. Ongoing there will be a focus on ensuring the Self-Study Guide submission is the starting point for reviewers and the reviewers will use their site visit for a deeper, further discussion about the applicant's program(s). The Quality Enhancement Plan has been added to the Self-Study Guide as section 1.8 instead of being a separate document.

## Finance Committee

Treasurer Melissa Teles

<b>CYCEABC Income Statement (July 1, 2017 – June 30, 2018)</b>		
<b>REVENUE</b>		
Memberships (28)	\$ 8,400.00	
Accreditation Fees (3)	\$ 15,250.00	
Rebate	\$ 13.65	
<b>Total Revenue</b>		<b>\$ 23,663.65</b>
<b>EXPENSES</b>		
Bank Fees	\$ 99.40	
Insurance	\$ 810.00	
Office Supplies & Administration	\$ 44.50	
Contracted Services:		
Office Services, Site Reviewers, Panelists and Accreditation C	\$ 10,368.52	
Strategic Planning Meeting	\$ 5,913.46	
Educator's Day	\$ 2,571.95	
Travel	\$ 1,837.17	
<b>Total Expenses</b>		<b>\$ 21,645.00</b>
		<b>\$ 2,018.65</b>
<b>ASSETS</b>		
Net Income	\$ 2,018.65	
Carry Forward Cash	\$ 15,574.87	
<b>Total Assets</b>		<b>\$ 17,593.52</b>
<b>LIABILITIES</b>		
<b>Total Liabilities</b>		<b>\$ -</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>		<b>\$ 17,593.52</b>

## 2018 Membership Listing

**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
- Cambrian College
- Centennial College
- Child and Youth Care Certification Board
- Collège Boréal
- Concordia University
- George Brown College
- Humber College
- Lakeland College
- Lambton College
- Lethbridge College
- MacEwan University
- Medicine Hat College
- Mohawk College
- Mount Royal University
- Mount St. Vincent University
- Nova Scotia Community College
- Ontario Association of Child and Youth Care
- Red River College
- Ryerson University
- Saskatchewan Polytechnic
- Sheridan College
- St. Clair College
- Sir Sandford Fleming College
- University of the Fraser Valley
- University of Strathclyde
- University of Victoria
- Vancouver Island University