



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 2020

President's Message

What a year?!?!?!?

Through all the extra work and flexibility that was required this year, I feel very proud of our board, the committees, reviewers, and Recommendation Panel for their consistent dedication to continuing our work.

In the spring, we completed our annual strategic planning sessions via web conference. We again spent these two days working on enhancing our processes. We made important revisions to our self-study guide, the standards of accreditation, and our policies and procedures and created a site review guide.

We continue to work on enhancing the benefits of membership and finding new and exciting ways to foster communities of practice and networking opportunities in Child and Youth Care Post-Secondary Education. When in-person conferences were cancelled, our Education Committee quickly regrouped and efficiently organized and facilitated an ongoing series of well-attended webinars and professional development opportunities.

This year we have accredited 4 more CYC programs at the following institutions: Sheridan College, MacEwan University, The University of Strathclyde, and Mohawk College. We now have a total of 10 accredited programs, 30 members, and 7 programs working on achieving accreditation and the interest in pursuing accreditation continues to increase.

We have received numerous inquiries from CYC programs asking for direction regarding internships/field work during the pandemic. This prompted a series of five online discussions about best practices, sharing resources and ideas about non-traditional quality learning experiences, and the development of an Internship subcommittee.

We now have a newsletter highlighting the accomplishments of members and discussing themes and trends in CYC post-secondary education. It is sent out to membership, posted on our website, and our social media accounts seasonally. The Communications Committee shares news, updates, and events on our social media platforms. Please follow, like, and retweet and let us know if there is anything you would like to add to our newsletter or share with our membership.



2020 Board of Directors

- Charlotte Serpa
(President)
- Kim Ann Laush
(Vice-President)
- Melissa Teles
(Treasurer)
- Cathy Deneiko
(Secretary)
- Shemine
Gulamhusein
- Andrew MacLaine
- Fernando Nunes
- Monica Pauls
- Christine Slavik

Everything that the CYCEAB accomplishes does so with the support of Dianne Marcellus-Kerr, our Office Manager; Accreditation Coordinator, Wendy Weninger; and Survey Coordinator, Doug Magnuson. The board would like to thank them for consistently going above and beyond, for their dedication, and quality work they put into their positions within the CYCEAB.

If you are interested in becoming involved with CYCEAB, please contact myself or Dianne (cyceab@lethbridgecollege.ca). You will find more information about our committees and our position postings on our website and social media.

Lastly, we would like to thank you, our members, for your feedback, engagement, and ongoing commitment to quality Child and Youth Care post-secondary education.

Sincerely

Charlotte Serpa
President

Child and Youth Care Educational Accreditation Board of Canada (CYCEAB)

Committee Reports

Communications Committee

Membership: Charlotte Serpa and Cathy Deneiko

The Communications Committee had a productive year focusing on the newsletter distributed to our membership and becoming more active on social media. As with everyone in our community, the pandemic has added challenges but it has also opened opportunities for different kinds of forums to stay connected and learn with and from each other. Below you will find the priority list that was created for our spring board retreat and which outlines the tasks we have been working on and will continue as our focus.

Our priority for 2020-2021

- Membership Promotion Campaign – highlight one member a month on social media
- Communications Committee will take on responsibility of regular updates to website
- Create Testimonials – request that current accredited institutions create a one-minute video
- Improve social media presence– be more active on Facebook and Twitter with the goal of posting weekly
- Ensure that there is a newsletter published 3 times a year with recommended publication for end of August (fall), January (winter), and April (spring/summer) of each year
- Long-Term Goal - French translation of documents

We are looking for anyone who has an interest in communications and social media. Please join our committee; we would love to have more of you join in our fun. 😊

Education Committee

Membership: Christine Slavik & Mark Littlefield (co-chairs), Wolfgang Vachon, Mary Ventrella, Heather Modlin, Heather Snell, Graham McPheat, Charlotte Serpa

This has been a busy year for the Education Committee. We reviewed the feedback received from Education Day 2018 and developed a plan to continue to offer a broader focus for Education Day which welcomes practitioners, students, and faculty in an exploration of what is important in CYC education to ensure quality, currency, and relevance. With the emergence of the COVID-19 pandemic, the 2020 National CYC Conference that was to be held in June in Newfoundland and Labrador, was cancelled. The committee decided to reach out to all those who had signed up to present, to offer them the opportunity to present virtually. This was received positively and from June through to the date of this report, we have collaborated to deliver monthly online workshops covering a variety of themes and open space forums.

In addition, the CYCEAB is embarking on hosting a webinar series. The first webinar was delivered by Wendy Weninger, our Accreditation Coordinator, in May 2020. Wendy presented on the accreditation process for those programs interested in becoming accredited. In June 2020, the CYCEAB hosted a second webinar on Trauma-Informed Learning Spaces, delivered by Donna Reid; and in July, the Child and Youth Care Alliance for Racial Equity (C.A.R.E.) delivered a session, "This is NOT Theoretical: A Step Toward Decolonizing the Teaching of Child and Youth Care".

There has been a growing need to address field work and internship during the COVID-19 pandemic and members have been reaching out to the CYCEAB to understand how current barriers facing field placement opportunities are potentially affecting the accreditation standards as programs proceed with the process. As a result, a subcommittee of the Education Committee has been formed to explore this work.

Finance Committee

Membership: Melissa Teles (chair), Dianne Marcellus-Kerr, Dean Milne

The Finance Committee has a mandate to assist the CYCEAB Board of Directors in fulfilling its governance responsibilities with respect to the overall financial planning and sustainability of the CYCEAB. The impact of COVID has presented many small organizations with challenges related to operations and the CYCEAB has not been immune to these impacts. Over the course of the 2019-2020 year, there have been many conversations about ensuring a healthy financial position. We continue to maintain a low overhead and operations expenses and the bulk of expenses are related to the accreditation processes. Currently, the CYCEAB is looking at core grant funding, COVID-relief, and additional income generating opportunities that are aligned with our organizational values.

Human Resources Committee

Membership – Christine Slavik (chair), Kim Ann Laush, Charlotte Serpa

In collaboration with the Accreditation Coordinator and the executive of the CYCEAB, the Human Resources Committee has continued to update and refine the reviewers' list. A focus group of CYCEAB site reviewers and previous Recommendation Panel members was held this fall to receive feedback about the process and inform procedural changes/recommendations. In consultation with the Policies and Procedures and the Standards Development and Implementation Committees, the HR Committee will be working on the continued development of an orientation process for new reviewers and board members.

Policies and Procedures Committee

Membership – Fernando Nunes (chair), Shemine Gulamhusein, Donna Kalau, Dean Milne

The past year has been a difficult one for the Policies and Procedures Committee. The need for committee members to deal with urgent matters in our home institutions and in the CYCEAB, related to the sudden 2020 onset of the COVID-19 pandemic, has resulted in significant delays to our work. Nonetheless, the committee has achieved the following:

The Committee has met three times. It has compiled a template for a draft Committee Terms of Reference, which we have asked all committee chairs to fill in. This will create a standardized document, which will lay out the role of each panel, as well as the duties and expectations of the members of those bodies. We have also initiated the development of a complaints resolution and removal policy and procedures. Furthermore, we have continued our work with revising parts of the Policies and Procedures Manual.

The priorities of the committee in 2021 will be to finalize (and seek approval for) each committee's Terms of Reference. We will also complete the complaints resolution and removal policies and procedures. Finally, we will work on setting up a schedule and process for the review of policies and procedures.

Research Committee

Membership: Melissa Teles & Graham McPheat (co-chairs), Doug Magnuson, Jenny McGrath, Monica Pauls, Heather Snell

The Research Committee has engaged in research which explores the experiences of our current members and value-added to organizations. The responses to our data collection efforts were positive. Some of the highlights are included in this report.

The Research Committee is still engaged with the completion of a cross-sectoral analysis of accreditation policies, procedures, and fee structures in Canada and the findings will be shared when available.

The Research Committee and the Education Committee have recently collaborated to gather thoughts and feedback on the impact that COVID-19 has had on field practice at a national level. As this is being written, data from that focus group is being compiled and it will be shared with members and stakeholders in the first quarter of 2021.

The Research Committee is open to hearing from CYCEAB members about potential research projects that will benefit child and youth care education. Please contact Melissa Teles, Melissa.teles@georgebrown.ca or Graham McPheat, graham.mcpheat@strath.ac.uk for further inquiry.

Standards Development and Implementation Committee

Membership: Andrew MacLaine (chair), Brenda Webb, Dean Milne, Heather Sago, Kelly Cassano, Mary Ventrella, Theresa Fraser, and Wendy Weninger

The 2019/2020 year has been interesting to say the least. For the Standards Development and Implementation (SD&I) Committee, it started off with the culmination of survey submissions about the Self-Study Guide and the Reviewers' Manual, collecting Recommendation Panel feedback, and documenting feedback from the SD&I committee members themselves. Due to this feedback, as well as reviewing some of the current accreditation processes being enacted, the committee work was stalled,

and the focus quickly shifted to work that was within the realm of the CYCEAB board. The CYCEAB annual spring virtual retreat was devoted to two days of workshops devoted to analyzing alignment and updating policies and processes between the accreditation process and the documents being used. This resulted in a deeper level revision of the Self-Study Guide as well as the creation of the Site Review Guide (which now houses more robust information for reviewers and the Recommendation Panel). The board also took this opportunity to address the current state of online access and how that impacts the accreditation process.

When committee work resumes, the upcoming tasks will be to assist with creating a feedback loop for institutions and reviewers as well as any updating that comes along with that.

The efforts put forth by the members of the committee and the board this year continue to amplify the commitment these professionals have for the quality of Child and Youth Care education. I feel honoured to be in their company.

If you are interested in joining a CYCEAB committee,
please contact Dianne at cyceab@lethbridgecollege.ca

Finance Committee*Treasurer Melissa Teles***CYCEAB Income Statement (July 1, 2019-June 30, 2020)**

REVENUE		
Memberships, Accreditation Fees and Webinar	\$ 22,127.13	
Rebate	\$ 21.45	
Total Revenue		\$ 22,148.58
EXPENSES		
Bank Fees	\$ 107.15	
Insurance	\$ 842.40	
Accounting & Legal	\$ 3,579.20	
Office Supplies & Administration	\$ 1,288.12	
Contracted Services: Office Services, Site Reviewers, Panelists and Accreditation Coordinator	\$ 21,957.50	
Website Redevelopment	\$ 533.60	
Total Expenses		\$ 28,307.97
ASSETS		
Net Income	\$ (6,159.39)	
Carry Forward Cash	\$ 15,401.63	
Total Assets		\$ 9,242.24
LIABILITIES		
Total Liabilities		\$
TOTAL LIABILITIES AND NET ASSETS		\$ 9,242.24

2020 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. Thank you.

- Algonquin College
- Cambrian College
- Centennial College
- Child and Youth Care Certification Board
- Collège Boréal
- Concordia University
- Douglas College
- Eastern College
- George Brown College
- Holland College
- Humber College
- Lakeland College
- Lambton College
- Lethbridge College
- MacEwan University
- Medicine Hat College
- Mohawk College
- Mount Royal University
- Mount Saint 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
- Vancouver Island University