DOUGLASCOLLEGE

MINUTES OF MEETING OF EDUCATION COUNCIL

MONDAY, November 20, 2023

9:00 am – 11:00 am (VIA ZOOM)

Members Present:	**Regrets:**
Borgford, Thor	Cawley, Pam
Bowbrick, Graeme	Lennox, Caedyn
Cavanagh, Bette (Recorder)	
Curiel, Cathy	
Dench, Sarah	**Guests:**
Denton, Kathy (*Ex Officio*)	Cacchioni, Denise
Ferenc, Ava (*Ex Officio*)	Cater, John
Hall, Nathan (Vice Chair)	Dane, Laura
Keighron, David	Falls, Dominique
Kirkpatrick, Edith (for Pam Cawley)	Polushin, Sandra
Lira Herrera, Debanhi	Semeniuk, Monica
Lupton, Rowan	Wakeling, Jennifer
Mennill, Sally (Chair)	Zhao, Jennifer
Mills, Cathy	
Mistry, Zarine	
Nicholson, Maureen	**Observers:**
Rajendran, Srinithin	Yan, Genessa
Rana, Ruhina	
Squair, Nancy	
Valdés, Josefa	
Williams, Justin	
Younan, Bacel *(Ex Officio)*	
Yun, Myungsan	

1. TRADITIONAL TERRITORIAL ACKNOWLEDGEMENT

The Chair acknowledged that the campuses of Douglas College are located on the unceded traditional and ancestral lands of the Coast Salish Peoples, including the territories of the q̓íc̓əy̓ (Katzie), *q'ʷa:*n̓ƛ'ən̓ (Kwantlen), kʷikʷəƛ̓əm (Kwikwetlem), xʷməθkʷəy̓əm (Musqueam), and qiqéyt (Qayqayt) First Nations.

2. ROLL CALL

P. Cawley and C. Lennox sent regrets to the meeting.

3. AGENDA

The Chair confirmed that Council members had reviewed the agenda as distributed on November 10, 2023.

4. APPROVAL OF THE MINUTES

4.1 The Minutes of October 16, 2023 were approved.

5. NEW BUSINESS (Notice of Motion) Items for Council Approval

5.1 Committee Membership:

The Chair referenced the Committee Membership which were populated and approved at the September 18, 2023 council meeting.

Zhe (Jay) Yang, Faculty member from Commerce and Business Administration has expressed an interest to serve on the Admissions Advisory Committee.

There being no further discussion,

There was unanimous consent to Short-cycle the proposed Motion.

MOVED by N. Hall, SECONDED by R. Rana, THAT Education Council approve the Appointment of Zhe (Jay) Yang as a Faculty Representative on the Admissions Advisory Committee for 2023-2024.

The Motion was CARRIED.

6. NEW BUSINESS (Notice of Motion) – Items for Council Advice to the Board

6.1 Program Revision: Bachelor of Arts in Applied Psychology

L. Dane spoke to the item.

The proposed revisions include standardization of formatting for consistency with other degree programs at Douglas College, modification of the admission criteria to decrease barriers and strengthen pathways for those students laddering into the degree, clarification of University Transfer (UT) credits needed to meet the graduation requirements.

Discussion ensued with respect to the statement of 120 University Transfer (UT) credits. The Registrar recommended simplification of this language to ensure that the

statement is not misleading to students as the total number UT credits indicated are less than 120 credits.

L. Dane conveyed that to her knowledge students have not been confused by this statement and she will discuss it with her department in consideration of these suggestions.

The Registrar will provide the recommended edits to the Programs Committee and the initiator for their feedback prior to consideration of Council's approval next month.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December 18, 2023 meeting.

6.2 Program Revision: Bachelor of Arts in Applied Psychology (Honours)

L. Dane spoke to the item.

Please refer to the discussion in Item 6.1.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December 18, 2023 meeting.

6.3 Program Revision: Diploma in Classroom and Community Support

S. Polushin spoke to the item.

The Department of Disability and Applied Community Studies is currently undergoing a comprehensive program review. The proposed revisions are intended to make the program more competitive while creating enhanced pathways. Changes include language updates for greater clarity, removal of the 60 hours of volunteer work, compliancy with the residency requirement of 50%, and the removal of the First Aid/CPR from the graduation requirements, as this is a non-academic admission requirement.

Additional housekeeping edits were recommended by the Registrar who will provide the Chair with the suggested edits to make in Curriculum Navigator on behalf of the initiator.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December 18, 2023 meeting.

6.4 Full Program Proposal: Post-Degree Diploma in Professional Kinesiology

D. Falls spoke to the item.

The Sports Science Department is seeking feedback on the Full Program Proposal for the Post-Degree Diploma in Professional Kinesiology. D. Falls noted that additional revisions since the Concept Paper stage include clarification of admissions requirements and pre-requisites, updating program requirements to complete Sport Science courses, and revision of the residency requirement to 50% to comply with the Credentials Awarded at Douglas College Policy.

D. Falls emphasized the importance of their Fall 2024 launch date to ensure that our students are well equipped ahead of the British Columbia Association of Kinesiologists (BCAK) new certifying/board exam coming into effect January 2025.

T. Borgord was interested to know if the BCAK is laying the ground work to develop this profession in the future as a protected discipline (e.g. College of Physicians & Surgeons). D. Falls responded that that currently the Association grants the certification but she is hopeful that the Association moves toward a similar structure as the other professions.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December 18, 2023 meeting.

6.5 Continuing Education Credential Name Change: Health Data Classification Refresher

D. Cacchioni spoke to the item.

As part of the affiliation with the Canadian Health Information Management Association, the proposed name change to Entry-to-Practice (E2P) Medical Coding will align with current national industry terminology and standards.

There being no further discussion,

MOVED by N. Hall, SECONDED by C. Mills, THAT Education Council approve the Program Name Change from HDCR 540 to Continuing Education *Entry-to-Practice (E2P) Medical Coding,* effective May 2024.

The Motion was CARRIED.

6.5.1 Recommendation to the College Board to Approve the Program Name Change Entry-to-Practice (E2P) Medical Coding

The Chair spoke to the item.

There being no further discussion,

There was unanimous consent to Short-cycle the Motion.

MOVED by N. Hall; SECONDED by C. Mills, THAT Education Council recommends that the College Board approve the Program Name Change Entry-to-Practice (E2P) Medical Coding effective May 2024.

The Motion was CARRIED.

6.6 Admissions Advisory Committee Recommendation

N. Hall spoke to the item and referred to the recommendation submitted by the Admissions Advisory Committee.

The English Language Learning and Acquisition Department (ELLA) supports the formation of a 3-year Articulated Pilot Pathway Agreement between Bayswater Education and Douglas College, whereby the General College Admission English proficiency requirement be met with the successful completion of Bayswater Education and College Pathway Program C1 – Level 9.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December 18, 2023 meeting.

6.7 Educational Affiliations: Taylor's University, Malaysia

J. Zhao provided an overview of the information provided in the agenda package and highlighted some of the unique features of the institution.

Taylor's University would be our first partner in the country, with opportunities such as semester exchange, short-term summer program, field school for Douglas students; and opportunities for faculty members such as Collaborative Online international Learning (COIL) projects and joint applied research projects. All courses are taught in English.

Taylor's University has student residence that exchange students would be housed. Living costs including accommodations in Malaysia are very affordable which makes it an ideal study abroad destination in Southeast Asia for Douglas students.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December 18, 2023 meeting.

6.8 Educational Affiliations: FPT University, Vietnam

J. Zhao provided an overview of the information provided in the agenda package and highlighted some of the unique features of the institution.

With all courses taught in English, if approved, FPT University will be our first partner in the country, with opportunities such as semester exchange, short-term summer program, internships, as well as faculty-led field school for Douglas students.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December 18, 2023 meeting.

7. FINAL DECISION (Motion to Approve) – Items for Council Approval

7.1 Curriculum Committee

a) Curriculum Committee Recommendations

C. Curiel spoke to the Curriculum Committee's submission and review of 25 curriculum guidelines and approved 24. There are 8 revised, 13 new, 2 withdrawn and 1 Continuing Education (CE) curriculum guideline.

Given the discussion under Items 6.1 and 6.2 of today's meeting, it was confirmed for Council members that the program change related to the proposed new course PSYC 4391 would not proceed at this time. The Council Secretary will update the Curriculum Committee's submitted report to reflect the revised list of approved courses.

There being no further discussion,

There was unanimous consent to Short-cycle the proposed Motion.

MOVED by D. Keighron; SECONDED by N. Hall, THAT Education Council approve the submitted revised curriculum guidelines for HIMP 2140; **PSYC** 4390; **MUSC** 1103, **MUSC** 1104, **MUSC** 1203, **MUSC** 1204; **ENGR** 2100, **ENGR** 2200 **new curriculum guidelines for MHPS** 1400, **MHPS** 1500, **MHPS** 1600, **MHPS** 1700, **MHPS** 1800, **MHPS** 1900, **MHPS** 2000**, MHPS** 2100**, MHPS** 2200**, MHPS** 2300, **MHPS** 2400; **NURS** 3418; **CRWR** 2300 and the **withdrawn curriculum guidelines, SPSC** 5491, **SPSC** 5494 and one **Continuing Education curriculum guideline CE-HDRC** 540.

The Motion was CARRIED.

8. DECISION (Motion to Approve) Items for Council Advice to the Board

8.1 Program Revision: Post-Degree Diploma in Project Management

M. Semeniuk spoke to the item. No comments or questions arose.

There being no further discussion,

MOVED by R. Rana; SECONDED by D. Keighron, THAT Education Council approve the Program Revision: Post-Degree Diploma in Project Management effective May 2024.

The Motion was CARRIED.

8.2 Program Revision: Diploma in Veterinary Technology

J. Wakeling spoke to the item.

J. Wakeling referred to the updated revisions in the CN report and the explanatory document indicating the new course numbers.

T. Borgford thanked those involved in the productive conversations about this program and stated that we have a good appreciation for the urgency in taking this Program revision forward. He continued that over the course of the next few years, to satisfy the accrediting body, we will work toward harmonizing the two streams.

In answer to a question regarding when the development of the curriculum will occur, J. Wakeling advised that she is intending to bring (7) seven Curriculum Guidelines for the first year of the program through their Faculty Education Committee (FEC) next month.

There being no further discussion,

MOVED by C. Mills, SECONDED by D. Keighron, THAT Education Council approve the Program Revision: Diploma in Veterinary Technology effective September 2024.

The Motion was CARRIED.

8.3 Program Revision: Bachelor of Arts in Applied Criminology

J. Cater spoke to the item. No comments or questions arose.

There being no further discussion,

MOVED by R. Rana; SECONDED by N. Hall, THAT Education Council approve the Program Revision: Bachelor of Arts in Applied Criminology effective May 2024.

The Motion was CARRIED.

8.4 Admissions Advisory Committee Recommendations

N. Hall spoke to the item. No comments or questions arose.

There being no further discussion,

MOVED by Z. Mistry; SECONDED by D. Keighron, THAT Education Council approve the Admissions Advisory Committee recommendations for a 3-Year Articulated Pilot Pathway Agreement between Education First (EF) and Douglas College, whereby EF students who complete Term 1 or B2 CEFR level may register in ELLA ACE Level 3 at Douglas College; and a 3-Year Articulated Pilot Pathway Agreement between EF and Douglas College, whereby the General Admission English Proficiency requirement be met with the successful completion of EF Term 2 or C1 CEFR Level effective immediately.

The Motion was CARRIED.

9. INFORMATION ITEMS

9.1 Programs Committee

The Chair referred to the October 2023 report in the agenda package. No questions or comments arose.

9.2 Admissions Advisory Committee

The Chair referred to the October 2023 report in the agenda package. No questions or comments arose.

10. REPORTS

10.1 Report from the Chair

The Chair made note of her attendance at the recently held College Board's Strategy Retreat. She commented that it was a great learning experience as the EdCo Chair and that she appreciated the opportunity to engage with other Board members.

The Chair stated that she has heard back from all of the EdCo committees and that their work is underway and running smoothly. The Educational Policies Committee will have something to bring forward in January. She referenced the Educational Excellence Committee's communication of the Award for Educational Excellence and encouraged Faculty members to refer to the process posted here on how to nominate a student for the award.

10.2 Report from the President

The President advised that administration is working hard on next year's budget. She noted that the College is moving along with the 808 building project and that the ground breaking ceremony is being scheduled for the end of January 2024.

The President looks forward to seeing everyone and encouraged all to join their colleagues for the annual Employee Holiday Celebrations happening at both the Coquitlam Campus (December 5th) and the New Westminster campus (December 7th).

The President expressed her appreciation for the collaboration and progress made before today's meeting between J. Wakeling and the VTEC program and the VP Academic & Provost Office. It is helpful when the work is completed prior to the meeting.

10.3 Report from the Vice President, Academic & Provost

T. Borgford thanked everyone for their cooperation and collaboration this month.

10.4 Board Liaison

A. Ferenc provided a brief report of the Board's recently held Strategic Retreat.

10.5 Report from the Secretary

No report.

11. NEXT MEETING

Monday, December 18, 2023 at 9:00 a.m. (Via Zoom)

12. ADJOURNMENT

The meeting adjourned at approximately 10:18 a.m.

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Chair **Secretary**