

**DOUGLAS COLLEGE EDUCATION COUNCIL**  
**Regular Meeting Schedule 2018 – 2019**

**Time:** 9:00 am – 11:00 am  
**Place:** Boardroom (S4920) – New Westminster Campus  
**Assistant:** Bette Cavanagh (ext. 5761)

EdCo Agenda Submission Deadline 3:00 pm	EdCo Regular Meeting Dates	College Board Meeting Dates
CGs into Workflow by Deadline: 9:00 am		
September 5, 2018	<b>September 17, 2018<sup>3</sup></b>	September 20, 2018
October 3, 2018	<b>October 15, 2018</b>	<i>No scheduled meeting</i>
November 7, 2018	<b>November 19, 2018</b>	November 22, 2018
December 5, 2018 <sup>1</sup>	<b>December 17, 2018</b>	<i>No scheduled meeting</i>
January 9, 2019	<b>January 21, 2019<sup>4</sup></b>	January 24, 2019
February 6, 2019	<b>February 25, 2019</b>	<i>No scheduled meeting</i>
March 06, 2019	<b>March 18, 2019</b>	March 14, 2019
April 3, 2019	<b>April 15, 2019<sup>5</sup></b>	<i>No scheduled meeting</i>
May 1, 2019	<b>May 13, 2019</b>	May 23, 2019
June 5, 2019 <sup>2</sup>	<b>June 17, 2019</b>	June 27, 2019

**DEADLINES:**

- <sup>1</sup> December 5, 2018 deadline for submission of “Notice of Motion” item(s) such as Program Proposals & Revisions requiring sole approval of Council prior to implementation in September 2019.
- <sup>2</sup> June 5, 2019 deadline for submission of Annual Reports of Standing Committees.
- <sup>3</sup> Curriculum Guidelines must be submitted for approval for winter semester
- <sup>4</sup> Curriculum Guidelines must be submitted for approval for summer semester
- <sup>5</sup> Curriculum Guidelines must be submitted for approval for fall semester

*Please note that the on-line Calendar is updated two times per year – September and January. In order to be included in the Calendar updates, deadline dates for submission of “Notice of Motion” to Education Council are October and March respectively, where Board approval is not required, and September and February where Board approval is required. Where changes to the on-line Calendar are necessary, calendar copy should be included as part of the submission to Education Council.*

**Distribution:** Education Council Members, SMT and SMT Assistants, College Secretary, Deans, Associate Deans, Administrative Officers (distribute to FECs), Registrar, Associate Registrars, Chairs and Coordinators, Research and Innovation, BCGEU Chair, DCFA President, DSU