



**MINUTES OF A MEETING OF EDUCATION COUNCIL  
HELD MONDAY APRIL 19, 2010 AT 4:15 PM  
BOARDROOM - NEW WESTMINSTER CAMPUS**

---

**1. ROLL CALL:**

**Members Present:**

Gerry Gramozis  
Kate Yoshitomi  
Kathy Denton  
Thor Borgford  
Michael Phillips  
Bruce Hardy  
Ted James (Ex-Officio)  
Jan Carrie (A/ VP-Education)  
Samirah Abid  
Don Valeri  
Gary Tennant  
Dianne Hewitt  
Zaheeda Merchant  
Deb Anderson  
Scott McAlpine (Ex-Officio)  
Elizabeth McCausland (A/Chair)  
Debbie McCloy  
Leon Guppy  
Jo-Anne Bilquist (Secretary)

**Regrets:**

Robin Wylie  
Peter Kendrick  
Rajbinder Dehal

**Guests:**

John Higgenbottam  
Catherine Carlson  
Anna Helewka  
Gail Tibbo  
David Moulton  
Betty Mitchell

---

The Chair congratulated Kathy Denton on her new position as Vice President – Education, and advised that for the remainder of the year, Kathy and Jan Carrie will switch positions on Education Council, with Jan agreeing to stay on as Admin representative.

The Chair also thanked Jan Carrie for her help and support to Education Council in her role as Acting Vice President – Education.

## 2. APPROVAL OF THE AGENDA

The Chair advised members that there is a side-table item to add to the Agenda under 4.1c).

The Chair asked members to approve a fluid Agenda, Council agreed and the Agenda was approved as revised.

The Chair noted the addition of item 5.7 Stagecraft Program Name Change.

## 3. APPROVAL OF THE MARCH 15, 2010 MINUTES

The Minutes were approved as presented.

## 4. BUSINESS ARISING FROM THE MINUTES

### 4.1 Policy Items

#### 4.1a) *Credentials Awarded at Douglas College Policy*

The Chair referred to the documents in the package as well as ones brought forward from the previous meeting.

Ted James agreed, as noted by a member, that the wording in the revised definition of Bachelor's Degree should be changed to reflect discussion concerning the recognition of Major and Minor on student transcripts. A suggestion was made to amend the language as follows: (**amendment in bold**)

The primary area of focus (i.e. Major or area of concentration) within the Bachelor's degree will be recognized **on the transcript** and be determined by depth in a given area of study (i.e. a minimum of 30 credits of upper levels courses in the discipline). A secondary area of focus (i.e. Minor or Specialization) within a Bachelor's degree will be recognized **on the transcript** and be determined by depth in a second area of study (i.e. 15 or more upper levels credits for a Minor, 12 or more credits, with at least 6 at the upper levels, for a Specialization).

The members also heard discussion around the Graduation Eligibility wording, wherein a student eligible for multiple credentials at the same graduation ceremony will be allowed to cross the stage only once, though the additional credentials will be acknowledged. Following discussion, members agreed that the wording should remain as is.

**MOVED by B. Hardy; SECONDED by K. Denton,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve the revision to the *Credentials Awarded at Douglas College* Policy as amended.**

**The Motion was CARRIED.**

4.1 b) Revision of the *Academic Standing* Policy – Gold Cord

The Chair referred to the documents.

A concern was noted regarding confusion around the wording “based on qualifying courses” and an amendment was suggested: (**amendment in bold**)

Students whose GPA score ranks in the top ten percent of student GPA scores in each credential (**based on qualifying courses for that credential**), and whose GPA is at least 3.33 (based on the same qualifying courses) when applying to graduate, will be recognized at graduation with the presentation of a Gold Cord Award.

**MOVED by J. Carrie; SECONDED by Z. Merchant,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve the revision to the *Academic Performance* Policy – Gold Cord as amended.**

**The Motion was CARRIED.**

4.1 c) Revision of the *Evaluation* Policy – Final Exams

The Chair referred to the side-table item, a feedback memo from LLPA FEC outlining concerns around language considered confusing, and recommendations on revisions to the language. It was noted that, though they do offer some clarity, the revisions also introduce new elements into the wording that would require further consideration.

**ACTION**

**Please refer this item to your constituencies for feedback/advice. Please forward any feedback directly to Ted James, so that this item can be dealt with at next meeting.**

**Council agreed to refer the proposed language to Educational Policy Committee for consideration.**

4.2 Curriculum Committee Recommendations

An objection was raised with regard to two of the courses included in the recommendations; Mark 3280 and 4270. Though FEC had approved the courses, the faculty still felt there were some jurisdictional issues and wished to review closer.

The Chair advised that typically items that are FEC approved are given more weight, but that Education Council can still reconsider. The Curriculum Committee recommends approval of these courses because FEC has approved them. Responding to a question about the ramifications of not short-cycling these two courses, the Chair indicated that the timeframe exists to allow the FEC to discuss further and still put these courses into place by September. Though, she cautioned that the FEC has already discussed this issue twice, and the response may not be any different.

**There was unanimous consent to Short-cycle the Motion to approve the Curriculum Committee recommendations with the exception of MARK 3280 and MARK 4270.**

**MOVED by J. Carrie; SECONDED by L. Guppy,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve the submitted guidelines for MARK 3470; MARK 3490; HIMP 1120; HIMP 1170; HIMP 1220; MATH 1101; MATH 1105; MATH 1110.**

**The Motion was CARRIED.**

**ACTION: The Chair will inform the CBA FEC of Council's decision.**

4.3 Admissions and Language Competency Committee Recommendation

**There was unanimous consent to Short-cycle the Motion to approve the submitted Admissions and Language Competency Committee recommendations.**

**MOVED by G. Gramozis; SECONDED by B. Hardy,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve the revision of recognition of International Baccalaureate (IB) English and the admission requirements for the Post-Baccalaureate Diploma in Psychosocial Rehabilitation.**

The Motion was **CARRIED**.

## **5. NEW BUSINESS**

### **5.1 Affiliation Agreements**

The Chair invited Betty Mitchell to speak to these items.

#### **a) University of California, Riverside (UCR) and Berkeley (UCB)**

Betty advised that this affiliation is part of a strategy for recruitment of International students who would like to get a degree from the United States, and to tap into that market more readily. She indicated that it would also open up the same opportunities for domestic students.

Responding to a query regarding costs to the student population as a whole, Betty indicated that this is a user-pay program; students would pay University of California non-resident tuition.

#### **b) Université François – Rabelais de Tours, France (UFR)**

Betty indicated that this agreement is meant for student exchange purposes, whereby students from France can study in English here at Douglas, and vice versa. She noted that this institute has agreements with many universities in Europe and North America, and that Douglas is the only college with whom they are pursuing a relationship. When asked about costs, Betty advised that students would pay Douglas College tuition and study abroad, which would be a substantial savings.

In response to a question, Betty indicated that students would have to meet language requirements at both institutions. As well, Betty responded that there are numerous student assistance programs in place as both institutes have extensive international departments and, as such, are well positioned to provide support.

**ACTION: Please refer this item to your constituency groups for consideration of approval at the May meeting.**

### **5.2 Post-Baccalaureate Diploma: Psycho-Social Rehabilitation**

The Chair invited John Higgenbottam to speak to this item.

John indicated that he hoped the members found the proposal comprehensive, and invited any questions.

S. McAlpine advised that this will be a unique program in BC.

There being no further discussion,

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the May meeting.

5.3 Program Revision – Psychiatric Nursing Diploma and Degree  
The Chair invited Anna Helewka to speak to this item.

Anna indicated that the revisions presented came about as a result of feedback from students; credits have been moved around according to when the courses would be most useful.

There being no further discussion,

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the May meeting.

5.4 Program Revision – Community Mental Health Worker  
The Chair invited Diane Maxwell to speak to this item.

Diane informed members that the CMHW citation will include the same content and same courses as previously, but that the order has been slightly changed to redistribute sectional workloads. Additionally, the timeframe has been stretched in order to meet the criteria required for students to be eligible for Financial Aid.

There being no further discussion,

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the May meeting.

5.5 Strategic Plan  
The Chair advised members that Council will need to schedule a special purpose meeting to discuss and formulate advice with regard to the upcoming Strategic Plan; this is necessitated by the timing of the June Board and Education Council meetings. She added that Council has the responsibility, under the *College and Institute Act*, to give advice on the Strategic Plan.

The Chair invited Scott McAlpine to speak to this item.

Scott spoke briefly about the draft Strategic Plan, which should be distributed later this week. He indicated that there are 3 main documents included in the draft Plan: 1) The plan itself, a vision statement, a matrix of goals and potential strategies, a short summary; 2) The environmental scan, background data; 3) The summary of input received from the institution at the start of semester. He noted that it is an ambitious 5 year plan, with the broad vision suggesting that by 2015 Douglas College will be the largest and most progressive baccalaureate granting college in North America.

Scott stressed the importance of receiving feedback on the Strategic Plan. He advised that all documents will be available online, and encouraged everyone to provide input. He noted that, though they hope to have the Strategic Plan approved by June 17<sup>th</sup>, they would much rather work to create a document that accurately reflects the input of the College than to push through the Plan quickly.

5.6 Message to Education Council from Susan Meshwork

The Chair referred to the document in the package and thanked Susan for her many years of excellent service as Education Council chair. She reported that Susan is doing well, and continues to provide helpful advice.

The Chair indicated that she will carry on as Acting Chair for the rest of this year.

5.7 Stagecraft: Program Name Change

The Chair indicated that in May 2009 Education Council had approved revisions to the Stagecraft Program, including a request to change the program name. At that time, the additional step of asking that the Board endorse the name change was inadvertently missed, therefore the name of the program has changed, but the credential name has not. The Chair is requesting that the name change be recommended to the Board.

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

**MOVED by B. Hardy; SECONDED by G. Gramozis,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council recommend that the College Board establish the credential Diploma in Performing Arts in Stagecraft and Event Technology.**

**The Motion was CARRIED.**

**And,**

**MOVED by G. Tennant; SECONDED by K. Yoshitomi,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council recommend that the College Board withdraw the credential Diploma in Performing Arts Stagecraft.**

**The Motion was CARRIED.**

## **6. REPORTS**

### **6.1 Report from the Chair**

The Chair reminded members that the May and June meetings will start at 2:15pm, and are scheduled for up to 3 hours in duration to accommodate year end business. She also noted that Council Elections will be held at the start of the May meeting, and that new and returning members will vote on Chair and Vice Chair positions. The Chair informed Council that both she and the Acting Vice-Chair will let their names stand, and she encouraged other interested members to do the same.

K. Yoshitomi raised a concern about the earlier meeting times, pointing out that members who teach in the Summer term may be unable to attend.

#### **6.1a) Chair report to the Board**

The Chair referred to the document in the package.

#### **6.1b) Education Council Advice on 2010-2011 Budget**

The Chair referred to the document in the package.

### **6.2 Report from the President**

The President reported that the Board did receive the advice from Education Council, and that the Budget was passed as presented at the last Board Meeting.

### **6.3 Report from the Board Representative**

Regrets.

### **6.4 Report from the Secretary**

There was no report.

- 6.5 Report from the Curriculum Committee  
There was no report
- 6.6 Report from the Standing Committee on Admissions and Language Competency Standards  
There was no report.
- 6.7 Report from the Educational Excellence Committee  
There was no report.
- 6.8 Report from the Standing Committee on Educational Policies  
T. James reported that although the deadline for feedback on the *Program Advisory Committees and Withdrawals, Course and Status Changes* Policy has passed, he will still accept input.
- 6.9 Report from the Academic Signature Committee  
There was no report.

**7. OTHER BUSINESS**

The Chair reminded members about these information items in their packages.

- 7.1 Concept Paper: Career Development Practitioner Certificate (CE)
- 7.2 Concept Paper: Anthropology Field School
- 7.3 Educational Technology Budget and Memo

**ACTION: Please refer these items to your constituencies for information.**

**8. NEXT MEETING**

**May 17, 2010 2:15 – 5:15 p.m. in the Boardroom New Westminster Campus**

**9. ADJOURNMENT**

**Moved by Z. Merchant; Seconded by D. Valeri, the meeting adjourned at 5:40 p.m.**

---

**Chair**

---

**Secretary**