

**MINUTES OF MEETING OF EDUCATION COUNCIL
HELD MONDAY, DECEMBER 17, 2018 AT 9:00AM
Room S4920 NW Campus and B2100 Coq Campus**

Members Present:	Regrets:
Borgford, Thor	Grice, Martin
Cavanagh, Bette (<i>Recorder</i>)	Newton, Rachael
Cikes, Ivanna (<i>Chair</i>)	Ng, Rella (<i>Ex-Officio</i>) (<i>Anne MacMillan Attending</i>)
Costantino, Manuela	Nicholsfigueiredo, Jasmine
Denton, Kathy (<i>Ex-Officio</i>)	
Gronsdahl, Karla	Guests
Hutchison, McKenzie	Bill Archibald
Keen, Carrie	Jonathon Davies
Kirkpatrick, Edith	Nelson Eng
Lee, Weissy	Aurora Faundo
Parker, Brian (<i>Vice Chair</i>)	Pat Visosky
Parry, Wendy	Jenny Wakeling
Sabio, Jerson	
Shin, Jenny	
Smith, Trevor	
Snider, Wesley (<i>Ex-Officio</i>)	Observers:
Stroppa, George	Richa Dwor
Tasse, Jen	
Westerman, Marni	
Wotherspoon, Alicia	

1. TRADITIONAL TERRITORIAL WELCOME

The Chair acknowledged the QayQayt First Nation and the Kwikwetlem First Nation, as well as the Coast Salish Peoples, on whose traditional and unceded territories we live, we learn, we play, and we do our work.

2. ROLL CALL:

Martin Grice, Rachael Newton, Rella Ng and Jasmine Nicholsfigueiredo sent regrets to the meeting.

3. APPROVAL OF THE AGENDA

The Chair asked members to approve a fluid Agenda; Council agreed and the Agenda was re-ordered, amended and approved by consensus.

4. APPROVAL OF MINUTES

The minutes of November 19, 2018 were approved by consensus.

5. BUSINESS ARISING FROM THE MINUTES

5.1 Program Proposal: Co-operative Education Program Partnership with Veterinary Technology Program

J. Wakeling spoke to the item.

There being no further discussion,

MOVED by E. Kirkpatrick; SECONDED by W. Lee, THAT Education Council approve the Program Proposal: Co-operative Education Program Partnership with Veterinary Technology Program.

The Motion was CARRIED.

5.2 Program Proposal: Co-operative Education Program Partnership with Finance PBD and Financial Services Diploma

The Chair spoke to the item on behalf of R. Newton.

There being no further discussion,

MOVED by G. Stroppa; SECONDED by B. Parker, THAT Education Council approve the Program Proposal: Co-operative Education Program Partnership with Finance PBD and Financial Services Diploma.

The Motion was CARRIED.

5.3 Program Revision: Bachelor of Social Work

J. Davies spoke to the item.

There being no further discussion,

MOVED by M. Westerman; SECONDED by W. Parry, THAT Education Council approve the Program Revision: Bachelor of Social Work.

The Motion was CARRIED.

5.4 Program Revision: Health Information Management

P. Visosky spoke to the item.

There being no further discussion,

MOVED by E. Kirkpatrick; SECONDED by M. Westerman, THAT Education Council approve the Program Revision: Health Information Management.

The Motion was CARRIED.

5.5 Request for Variance to Residency Requirement: Computing Studies and Information Systems Diploma

N. Eng spoke to the item.

There being no further discussion,

MOVED by B. Parker; SECONDED by G. Stroppa, THAT Education Council approve the Request for Variance to Residency Requirement: Computing Studies and Information Systems Diploma.

The Motion was **CARRIED**.

6. NEW BUSINESS

6.1 Program Revision: Bachelor of Business Administration in Accounting Variance for Course Substitution

B. Archibald spoke to the item on behalf of R. Newton.

After December 31, 2018, BUSN 1320 will no longer fulfill the business law entry requirements for the CPA Professional Education Program. According to CPA, the requirements for Douglas students can be met in one of two ways: taking BUSN 1320 plus BUSN 3720 or taking BUSN 1005. While the BBA Accounting core is being reviewed, students planning to graduate in the BBAA before April 2020 would not be expected to take additional credits to acquire their degree. This course substitution variance would apply to a small group of students who are in their last year of the degree program and have fulfilled all of their electives.

T. Borgford made the suggestion to short-cycle the motion for an effective date of January 2019, which would resolve the issue and any inconveniences to students.

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

There being no further discussion,

MOVED by G. Stroppa; SECONDED by M. Costantino, THAT Education Council approve the Program Revision: Bachelor of Business Administration in Accounting Variance for Course Substitution.

6.2 Full Program Proposal: Human Resource Management (Concentration)

B. Archibald and A. Faundo spoke to the item.

The concentration in Human Resources Management is designed for bachelor's degree students who are interested in learning about human resource management or are pursuing a career in a human resources field. Students may start enrolling in existing courses in Fall 2019. Enrollment in the four new course offerings will commence in January 2020.

In answer to a question regarding Graduation Requirements, it was noted that 70% of all courses in the concentration must be taken at Douglas College.

ACTION: Please refer this item to your constituency groups for consideration of approval at the January 21, 2019 meeting.

6.3 Full Program Proposal: Post-Baccalaureate Diploma – Advanced Human Resource Management

B. Archibald and A. Faundo spoke to the item.

This 60-credit program is ideal for adult learners and international students who have completed a bachelor level degree outside of business and are looking to pursue a career in human resources in Canada. The curriculum within this program will align with the requisite knowledge and skills to pass the National Knowledge Exam (NKE) towards earning a designation as a Chartered Professional in Human Resources (CPHR).

ACTION: Please refer this item to your constituency groups for consideration of approval at the January 21, 2019.

6.4 Full Program Proposal: Post-Degree Diploma - Human Resource Management

B. Archibald and A. Faundo spoke to the item.

This new credential, based on the competencies of the CPHR BC & Yukon (CPHR) designation, will bring the College more exposure to the business community and increase the opportunity to develop more networks and business relationships in the human resources field across various industries.

ACTION: Please refer this item to your constituency groups for consideration of approval at the January 21, 2019.

6.5 Program Revision: International Supply Chain Management (Post-Baccalaureate Diploma)

B. Parker spoke to the item on behalf of S. Parker.

The proposed revisions match the modifications that were made to the structure and offerings of the FITT courses for the International Business Management Post-Degree Diploma (IMBPDD) approved by Education Council in March 2018.

ACTION: Please refer this item to your constituency groups for consideration of approval at the January 21, 2019.

6.6 New Westminster Library Renovation – Collection (For Information)

T. Smith provided information regarding the upcoming library renovation that is scheduled to commence in summer 2019 with the estimation of completion in October/November 2019.

Early on in the winter 2019 semester, the library will be seeking feedback from faculties and departments about which titles they and their students will need.

Although many aspects of the move are still under planning review (determining which materials to move to Coquitlam &/or pull for use as reserves) it is known that the library collection (books, dvds, journals, etc.) will be stored off site and will be inaccessible.

The library is currently establishing an avenue to gather this information in an organized way. It was suggested that until the communication plan has been rolled out, faculty areas should keep a running list of titles for submission.

ACTION: Please refer this item to your constituency groups for information.

7. STANDING COMMITTEE ITEMS

7.1 Admission and Language Competency Committee Recommendations

a) Program Revision: PBD Health Information Management Addition of Criminal Record Check

There being no further discussion,

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

MOVED by E. Kirkpatrick; SECONDED by M. Westerman THAT Education Council approve the Program Revision: PBD Health Information Management Addition of Criminal Record Check.

The Motion was CARRIED.

7.2 Curriculum Items

a) Curriculum Committee Recommendations

W. Lee spoke to the Curriculum Committee's review of 16 curriculum guidelines: 9 new curriculum guidelines, and 7 revised curriculum guidelines.

There being no further discussion,

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

MOVED by B. Parker; SECONDED by E. Kirkpatrick, THAT Education Council approve the submitted new guidelines for: CSIS 2175, PSYC 2901, 3901, 3902, 3903, 3904, 3905, 3906; HIST 3321; and the revised guidelines for: CVCS 2410; DACS 3430; HIST 1180, 2230, 2231, 2203, 2204.

The Motion was CARRIED.

8. REPORTS

8.1 Report from the Chair

I. Cikes spoke to her November 2018 written report submitted to the College Board.

The Chair advised that she has experienced intermittent phone service during the temporary relocation of the EdCo office. Please convey this message to your areas that communication via email is preferred. She also asked that FECs be reminded to gather information regarding the 2019/20 budget.

8.2 Report from the President

K. Denton thanked members for the helpful discussion regarding the upcoming New Westminster campus library renovation, which is critical for the planning process. She advised that the College Board approved a significant additional expense for the expansion of this renovation. The design enhancements will create a better flow, an improved service centre, and a more inviting experience for students. She also thanked everyone for putting up with the inconveniences of the elevator maintenance and other construction projects happening around the campus.

The President commended everyone for all of the work accomplished this year and wished everyone a restful vacation.

8.3 Report from the Vice President, Academic & Provost

T. Borgford advised that there will be no enrolment intake for the Sign Language Interpretation Program in Fall 2019. However, student intake is expected to resume in Fall 2020. The ASL & Deaf Studies Program at Vancouver Community College is the one major feeder of the Douglas College diploma program. Due to unexpected circumstances, enrolments in VCC's program were severely reduced this year and there will be too few qualified graduates available to participate in the Douglas Diploma program in 2019. The College will take this opportunity to review and improve pathways into the Sign Language Interpreting Diploma program.

T. Borgford also shared the exciting news that Mitacs, an organization that typically provides funding only for graduate students participating in research, is extended its funding support to 'college' undergraduate students. Dr. Peter Wilkins, Research & Innovation Office and Dr. Eamonn O'Laocha, DC Applied Research and Education, will work with MITACS to identify funded research opportunities for Douglas College students.

8.4 Report from the Board Liaison

There was no report.

8.5 Report from the Secretary

The next deadline for Agenda submissions for the January 21, 2018 meeting is Wednesday, January 9, 2019 at 3:00 p.m.



8.6 Report from the Curriculum Committee

The next deadline for curriculum guidelines to be submitted to the committee is Wednesday, January 9, 2019 at 9:00 a.m. Please remind your FECs of this date and time.

8.7 Report from the Educational Excellence Committee

M. Westerman advised that the call for nominations has been communicated. The submission deadline is January 25, 2019.

8.8 Report from the Committee on Admissions & Language Competency Standards

There was no report.

8.9 Report from the Committee on Educational Policies

There was no report.

8.10 Report from the Committee on International Education

There was no report.

9. OTHER BUSINESS

N/A

10. NEXT MEETING

Monday, January 21, 2019 at 9:00 am in Room 4920, New Westminster Boardroom and Room B2100 Coquitlam Campus (if required).

11. ADJOURNMENT

MOVED by T. Smith; SECONDED M. Westerman, that the meeting be adjourned.

The Motion was CARRIED.

The meeting adjourned at approximately 10:04 a.m.

Chair

Secretary