



Douglas College

**MINUTES OF A MEETING OF EDUCATION COUNCIL
Held Monday February 18, 2008 at 4:15 pm
New Westminster Campus, Boardroom**

1. ROLL CALL:

Members Present:

Trish Angus (Ex-Officio)
Graeme Bowbrick (Vice-Chair)
Marilyn Brulhart
Sebastian Bubrick
Wendy Case
Kathy Denton
Anne Gapper (Acting Recorder)
Gerry Gramozis
Leon Guppy
Dianne Hewitt
Ted James
Ann Kitching (Ex-Officio)
Jan Lindsay
Elizabeth McCausland
Debbie McCloy
Susan Meshwork (Chair)
Colleen Murphy
Teryl Smith
Sandy Vanderburgh
Susan Witter (Ex-Officio)
Titus Yip

Regrets:

Bruce Hardy

Guests:

Jonathon Baylis
Geri Paterson
Karen Shortt
Debbie Smith

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2. APPROVAL OF THE AGENDA: The Chair requested a fluid agenda to accommodate the guests. Council agreed.
3. APPROVAL OF THE JANUARY 21, 2008 MINUTES:
The minutes were approved as submitted.

4. BUSINESS ARISING FROM THE MINUTES

4.1 Educational Policy Revisions

a) Credentials Awarded at Douglas College Policy

The Chair reported that the Policy Committee was not able to meet since the last Education Council meeting so this item will be carried over.

4.2 Revisions to the Program Development and Consultation Control Sheets

T. Smith reported that Financial Aid had requested that program developers be aware that new courses need to be designated for students to have financial support.

D. McCloy reported that Health Sciences FEC stressed the need to confer but supported the need for revision.

The Chair asked members to bring feedback to the memo from EOF to the next meeting and indicated that she was working on alternatives to the development and consultation control sheets.

4.3 Bachelor of Therapeutic Recreation Degree Program Revision

Geri Paterson was invited to the table to speak to this item. There being no discussion.

MOVED by S. Vanderburgh; SECONDED by S. Bubrick,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve that the Bachelor of Therapeutic Recreation Degree program be revised to include PHIL 4706 as a required course for graduation and THRT 4705 and THRT 4806 be removed as graduation requirements.

The Motion was CARRIED

4.4 Request for Affiliation Agreements

The Chair explained that as per the *Education Affiliation Policy*, Council's role at this time was to determine if Council felt the proposed affiliates met an identified educational purpose, were credible and that there was a clear educational rationale described by the person requesting the affiliation.

S. Witter explained that if the affiliation agreement requests were passed, she and G. Ouyang were going to Korea next month with the intent to sign a general agreement and then they would then go back to the faculties to see if there is anything that would be of interest to them.

Education Council

In response to a question, S. Witter explained that the affiliation agreements are generated at all levels and linked through the International Education Office.

D. McCloy added that her FEC could approve the affiliation agreement but could not affirm the credibility of health related programming at this point. She explained that her faculty would have to determine if the programs at the other universities would be transferable and credible in the future.

There being no further discussion.

MOVED by L. Guppy; SECONDED by S. Vanderburgh,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve an educational affiliation with the Catholic University of Pusan, Korea

The Motion was CARRIED

MOVED by E. McCausland; SECONDED by S. Bubrick,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve an educational affiliation with Kunkuk University, Korea

The Motion was CARRIED

4.5 Budget 2008/2009

The Chair explained that it was Education Council's role to give formal advice to the College Board on the draft budget document. She asked if there was any feedback from the FECs. E. McCausland, speaking for the Language, Literature and Performing Arts FEC, stated as follows:

- They referred to the phrase 'continuing declines in enrolment' and felt this was a misconception as the numbers in Language, Literature & Performing Arts had been stable over the last few semesters.
- They were concerned about the impact of the UT section cuts on students. They felt there was a need to have a variety of courses for the students to take in order to supply breadth.
- They did not support hiring of an excluded administrator this year.

S. Witter responded that enrolment is still declining although not as fast as it has been. It was anticipated that it would decline by 1% to 3% mainly in general arts and science and business areas. These are the areas that will experience section cuts.

Education Council

It was agreed that the Faculty of Language, Literature and Performing Arts' feedback should be passed on to the Board as presented in their memorandum of February 11, 2008.

K. Denton stated that there was provision in the budget for the appointment of an associate dean in the Faculty of Humanities and Social Sciences. She reported that there had been a vote at a full faculty meeting in Humanities and Social Sciences and that the majority of those who voted supported the appointment of an associate dean.

It was agreed that this information would be passed on to the College Board.

4.6 Curriculum Committee Recommendations

E. McCausland advised that all the MUSC course should be removed from the agenda, they have been delayed. She also advised that THRT 2406 Recreation Leadership in Small Groups, an amendment to Section G, should be added to the list of guidelines approved by the Curriculum Guideline Committee.

There was unanimous consent to short-cycle a Motion to Approve the Curriculum Committee recommendations as presented.

MOVED by M. Brulhart; SECONDED by L. Guppy

BE IT AND IT WAS RESOLVED:

THAT Education Council approve submitted curriculum guidelines for CYCC 4410, CYCC 4411, CYCC 4423, CYCC 4425, CYCC 4467, CYCC 4468, CYCC 4469, THRT 2406, THRT 2455, THRT 3504, THRT 4905, SOCI 2245, STGE 1260, PEFA 3120, AHTT 2111, CHEM 1108, CHEM 1110

The Motion was CARRIED

4.7 Admissions and Language Competency Committee Recommendations

1. Revision to the Admission Criteria for the Collaborative BA (Psychology) Degree

In response to a question as to how students will satisfy the requirement for Math 11 for PSYC 2300, K. Denton explained that they would have a year to upgrade to Math 11. The revisions to the admission criteria have been requested in order for the program to remain competitive with other institutions.

There was unanimous consent to short-cycle a Motion to Approve the Admissions and Language Competency Committee recommendations as presented.

MOVED by S. Vanderburgh; SECONDED by D. McCloy

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the following revision to the Admission Criteria for the Collaborative BA (Psychology) Degree

- **remove the requirement for Math 11, and**
- **remove the requirement for *competitive* admission based on the GPA over the most recent 30 credits**

The Motion was CARRIED

2. Change to Admission Practice regarding Provincial Grade 12 Exams

The Chair explained Education Council should be providing Senior Management Team advice on whether to drop requirements for grade 12 provincials. She further explained that she had been in discussion with the other Education Council Chairs and 6 out of 8 had handled this subject at their meetings and had approved the dropping of the Provincial Grade 12 Exams.

T. Angus pointed out that it was important to recognize that most institutions have done this and, more importantly, local institutions who were in competition with Douglas College have dropped the requirement. She also advised that the Admissions and Language Competency Committee had no contrary advice to provide and supported the recommendation to drop the requirement.

J. Lindsay pointed out that some may wonder if this decision would mean we would be lowering standards but this was not the case. The Vice President's Academic Council had reviewed provincial data that compares provincial exam scores with course scores and found that it was difficult to find a consistent pattern. Generally it seemed that students in the mid grade range (ie C-, C, C+) performed a bit better on the provincial exam while students in the higher grade ranges (ie B and above) performed a bit lower on the provincial exam. Also the difference between exam scores and course grades was not large (ie 2% to 3%) and it varied depending on the course.

Action: Please take this to your constituencies for feedback in order to provide advice to Senior Management Team in March at the March 17, 2008 Education Council meeting.

The Chair requested, if possible, written feedback before the next agenda package deadline, March 6, 2008; or electronically shortly thereafter.

4.8 *Withdrawals, Course and Status Changes Policy*

The Chair explained the motion passed at the January 21, 2008 meeting was not quite correct and she was requesting Council rescind this motion, to be replaced with the correct wording for the revision to this Policy.

There being no further discussion.

MOVED by M. Brulhart; SECONDED by K. Denton,

BE IT AND IT WAS RESOLVED:

THAT Education Council rescind the following motion to the *Withdrawals, Course and Status Changes Policy* approved at the January 21, 2008 Education Council meeting :

3. A credit or audit student may register for the same graded course a maximum of two times unless they are registering in DVST course. Students may register in DVST graded courses a maximum of three times, unless the individual Department of Discipline has a different policy. A student who withdraws will be considered to have “registered” if the withdrawal occurs after the course change period at the end of the second week of classes. This regulation applies to all cases of registration, whether or not the course is successfully completed. Students retain the right of appeal for special consideration of exemption to the Registrar.

The Motion was CARRIED

There was unanimous consent to short-cycle a Motion to Approve the revision to the *Withdrawals, Course and Status Changes Policy*.

There being no discussion.

MOVED by T. James; SECONDED by M. Brulhart,

BE IT AND IT WAS RESOLVED;

THAT Education Council approve a revision to the procedures section of the *Withdrawals, Course and Status Changes Policy* as follows:

3. A credit or audit student may register for the same graded course a maximum of two times unless they are registering in DVST course. Students may register in DVST graded courses a maximum of three times. A credit or audit student may register in mastery evaluated courses a maximum of three times, unless the individual Department of Discipline has a different policy. A student who withdraws will be considered to have “registered” if the withdrawal occurs after the course change period at the end of the second week of classes. This

regulation applies to all cases of registration, whether or not the course is successfully completed. Students retain the right of appeal for special consideration of exemption to the Registrar.

5. NEW BUSINESS

5.1 TESL (Teaching English as a Second Language) Citation Program

Debbie Smith and Jonathon Baylis were invited to the table to speak to this item. D. Smith indicated that this program had been two years in the making and consisted of a one semester program of 4 courses in English as a Second Language plus a practicum, to be presented in the summer semester. She reported that the program developers anticipated there would be a lot of interest from students from within the College as the program would then enable them to either teach and/or tutor ESL. She confirmed the curriculum is already developed.

There was extensive discussion which is summarized as follows:

- Ann Kitching indicated that she felt the program would be a great addition to the College.
- T. Angus requested that the admission criteria be submitted to the Admissions & Language Competency Committee before their next deadline so the committee's recommendations could be submitted at Education Council's next meeting.
- K. Denton inquired if it was intended to have the co-requisites as stated, J. Baylis confirmed that it was.
- K. Denton indicated that as this was a citation, the programmers did not have to worry about meeting all the core competencies of the Academic Signature. D. Smith responded that she was aware of this but they had carried out the exercise as a matter of interest.
- In response to a question J. Baylis confirmed the intent was to eventually be able to transfer to Vancouver Community College or elsewhere but indicated these details have not yet been finalized. He stated that he was now negotiating on this with a new person at Vancouver Community College.
- J. Baylis confirmed that the program still had to go to Senior Management Team for the financial approval.
- E. McCausland pointed out that by requiring ENGL 1130 with a 'B' or equivalent, may limit who can enter the program. She explained it would be difficult to establish what is an 'equivalent' and this may cause problems. She suggested that maybe Grade 12 English could be an alternative. T. Angus confirmed that the Registrar's Office prefer program developers to develop equivalencies to establish a level of competency.
- S. Bubrick inquired if there would be any attempts to place students into jobs. T. James indicated that ESL has provided employment in the past and D. Smith indicated that having certification from Douglas College would certainly assist people in obtaining positions.

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- J. Lindsay indicated that the International Education Department was interested in this Citation as it would help to open opportunities with institutions that they are already working with.
- Marketing will occur once the program is established.
- E. McCausland indicated that the curriculum has already been approved.
- The Chair requested members remove a page from the appendices of the proposal that contained personal information.

Action: Please take this to your constituencies for feedback and consideration of a Motion to Approve at the March 17, 2008 Education Council meeting.

6. REPORTS

6.1 Report from the Chair

The Chair informed Council that student representative Alan Yang had forfeited his seat on Council as he had not registered for the last two semesters at Douglas College.

6.2 Report from the President

S. Witter referred to the Speech from the Throne which she mentioned in her President's Report. She indicated there was growing uncertainty where the Government was heading after the release of the 2020 Report. The Minister had set up individual meetings with the Board Chairs and had then cancelled the meetings. She reported there was lots of speculation and rumour. She confirmed that she and the Board Chair were going to Victoria in a week to meet with the Minister.

She confirmed that she expected the College's budget letter would be distributed within two to three weeks.

6.3 Report from the Board Representative

There was no report.

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 Educational Excellence Committee

There was no report.

6.7 Report from the Research Ethics Board

T. James reported that the terms of three of the representatives on this committee are now expiring including the administrator. The current

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members are looking for replacements and the three replacement members will be appointed and ratified by Education Council.

6.8 Report from the Standing Committee on Admissions and Language Competency Standards

There was no report.

6.9 Report from the Standing Committee on Educational Policies

There was no report.

7. OTHER BUSINESS – For Information and Circulation

There was no other business.

8. ADJOURNMENT

Moved by M. Brulhart; Seconded by S. Bubrick, the meeting adjourned at 5.25 pm

Chair _____ Secretary _____