



**MINUTES OF A MEETING OF EDUCATION COUNCIL
HELD MONDAY, FEBRUARY 16, 2015 AT 9:00AM
BOARDROOM - NEW WESTMINSTER CAMPUS**

1. ROLL CALL:

Members Present:

Sheilagh Badanic
Aaron Bayes
Thor Borgford
Kathy Denton (*Ex-officio*)
John Fleming
Brenna Gray
Todd Harper (Chair)
Anna Helewka
Sandra Hochstein
Mary Hodder (*Ex-officio*)
Barbara Leighs
Rod Midgley
Jasmine Nicholsfigueiredo (Vice Chair)
Catherine Sales
Jenny Shin
Doug Simak
Brent Stant
George Stroppa
Richard Tardif
Brian Thomas-Peter
Hailea Williams

Manjit Mandher (Recorder)

Regrets:

Andria Wrench

Guests:

Bill Archibald
Carla Alexander
Barbara Allen
Lawrence Becker
Laura Blumenthal
Brian Storey
Heather Tobe

2. APPROVAL OF THE AGENDA

The Chair noted the following revisions to the agenda:

- Item 5.2 will be treated as a Motion to Short-cycle; Motion to Approve;
- Item 5.3 should read Motion to Short-cycle; Motion to Approve;
- Item 5.6 will be treated as a Motion to Short-cycle; Motion to Approve

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

3. APPROVAL OF MINUTES

A member noted the name of the alternate for John Fleming should read Catherine Carlson and not Catherine Sales. This error will be corrected by the Secretary.

The January 19, 2015 Minutes were approved as amended.

4. BUSINESS ARISING FROM THE MINUTES

4.1 Curriculum Items

a) Curriculum Committee Recommendations

There being no discussion,

There was unanimous consent to Short-cycle the Motion.

MOVED by A. Helewka; SECONDED by J. Fleming, THAT Education Council approve the submitted guidelines for: ANTH 2230; BPAC 4002, 4005; CFCS 1110; CRIM 3365; ENGU 0265, 0355, 0455; HUMS 2274; PSYC 3301; SOWK 1100, 1200, 2122, 2333, 2360, 2362, 2400, 2422, 3100, 3122, 3250, 3260, 4100 and approve the withdrawal request for: ENVS 1103.

The Motion was CARRIED.

4.2 Program Revision: Teaching English as a Second Language Certificate Program (TESL)

Laura Blumenthal was invited to speak to this item.

As requested at the January meeting, Laura reported that the program revisions will take effect in Winter 2016.

There being no further discussion,

MOVED by B. Gray; SECONDED by S. Badanic, THAT Education Council approve the program revision to the Teaching English as a Second Language Certificate Program (TESL).

The Motion was CARRIED.

4.3 Program Proposal: Bachelor of Social Work

Carla Alexander and Lawrence Becker were available to answer any questions from Council members.

In continued discussion, Carla added that the Bachelor of Social Work (BSW) program goals are aligned with the core learning objectives as outlined in the Canadian Association of Social Work Education (CASWE) Standards of Accreditation. The degree will be a widely recognized qualification for entry-level employment in social work practice in Canada.

Discussion continued on the accreditation process with CASWE. Concerns were raised around the accreditation status of Douglas College with CASWE. It was explained that most programs do not receive accreditation prior to the program start and the College will have up to four years to pursue CASWE accreditation. The

accreditation information will be posted on the Department's website and all students accepted into the program will be advised of the accreditation standing.

There being no further discussion,

MOVED by R. Tardif; SECONDED by R. Midgley, THAT Education Council approve the program proposal for the Bachelor of Social Work.

The Motion was CARRIED with one opposed.

And,

There was unanimous consent to short-cycle the Motion.

MOVED by G. Stroppa; SECONDED by C. Sales, THAT Education Council recommend that the College Board establish the credential Bachelor of Social Work, effective September 2015.

The Motion was CARRIED with one abstention.

4.4 Program Revision: Post Degree Diploma Financial Planning

Bill Archibald was invited to speak to this item.

There being no discussion,

MOVED by B. Stant; SECONDED by G. Stroppa, THAT Education Council approve the program revision to the Post Degree Diploma in Financial Planning.

The Motion was CARRIED.

4.5 Program Revision: Financial Services Management Diploma

Bill Archibald remained available to speak to this item.

There being no discussion,

MOVED by D. Simak; SECONDED by J. Fleming, THAT Education Council approve the program revision to the Financial Services Management Diploma.

The Motion was CARRIED.

And,

There was unanimous consent to short-cycle the Motion.

MOVED by G. Stroppa; SECONDED by R. Midgley THAT Education Council recommend that the College Board withdraw the credential Diploma in Financial Services Management, effective May 2015, and establish the credential Diploma in Financial Services, effective May 2015.

The Motion was **CARRIED**.

4.6 **Policy Items**

a) **Policies transferred to New Template**

The Chair briefed members about the new Policy Framework and Policy Template that have been designed as a result of the Policy Framework internal audit review. The Committee on Educational Policies is informing Education Council of the following policy that has been transferred to the new template format:

(i) Audit Policy

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

MOVED by B. Stant; SECONDED by C. Sales, THAT Education Council approve the following policy that was transferred to the new template: *Audit Policy*.

The Motion was **CARRIED**.

b) **Credentials Awarded Policy (For Discussion)**

Jenny Shin spoke to this item.

Jenny noted the original request for revision to the residency requirements section of the Credentials Awarded at Douglas College Policy came to the Sub Committee Educational Policy (SCEP) December 2013 with the following revision request:

“To be eligible to receive a credential, students must complete a minimum of 25% of coursework taught by Douglas College faculty and to have taken those courses at the end of the student’s program.”

Currently, students can take 25% of coursework at Douglas College and complete the remainder of their credential elsewhere and graduate with a Douglas College credential. There exists a pattern of students going to other institutions to complete higher level courses.

Upon reviewing the propose change to the Policy and previous recommendations from the Educational Policy Committee, the following wording was proposed:

“To be eligible to receive a 30-credit credential, students must complete a minimum of 50% of coursework taught by Douglas College faculty.

To be eligible to receive a credential of more than 30 credits, students must complete a minimum of 25% of coursework taught by Douglas College faculty, normally comprising the highest level courses.”

There being no further discussion,

MOVED by B. Stant; SECONDED by J. Shin, THAT Education Council approve the proposed revision to the Credentials Awarded at Douglas College Policy.

The Motion was **CARRIED**.

5. **New Business**

5.1 **Program Proposal: Physical Education and Coaching Minor**

Brian Storey was invited to speak to this item. He passed around a new document, which included the course titles that were not included in the original document.

With the expansion of the Sports Science Physical Education and Coaching degree, students outside the Bachelor of Physical Education and Coaching (BPEC) can now be recognized for completing a PEC Minor within their undergraduate program of study.

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

5.2 **Credential Withdrawal: Sports Science Department Coaching Diploma**

Brian Storey remained available to speak to this item.

The two credentials: **Diploma in Coaching** and **Diploma in Sport Science – Coaching** have not been available for over 10 years and the Department would like to officially remove them from the College offerings. These changes would be effective immediately.

There being no discussion,

There was unanimous consent to short-cycle the Motion.

MOVED by R. Midgley; **SECONDED** by A. Bayes, **THAT** Education Council approve the withdrawal of the credentials Diploma in Coaching and Diploma in Sport Science – Coaching, effective immediately.

The Motion was **CARRIED**.

And,

There was unanimous consent to short-cycle the Motion.

MOVED by A. Helewka; **SECONDED** by B. Stant **THAT** Education Council recommend that the College Board withdraw the credentials Diploma in Coaching and Diploma in Sport Science – Coaching, effective immediately.

The Motion was **CARRIED**.

5.3 **Program Revision: Classroom and Community Support**

There being no discussion,

There was unanimous consent to short-cycle the Motion.

MOVED by R. Tardif; SECONDED by B. Stant, THAT Education Council approve the program revision to Classroom and Community Support.

The Motion was CARRIED.

5.4 Budget 2015/2016 (For Discussion and Advice)

The Chair informed Council members about the mandate that Education Council has to provide advice on the 2015/2016 Budget. The following recommendations were collected from Council members:

- Designated labs and rooms wired for laptop connections and charging of electronic devices.
- Disappointed that there was no ESL funding available for any domestic students, including those that have been accepted to the College.
- Students' needs for specific courses to complete their programs in a timely manner.
- More inviting social gathering places are needed at the Coquitlam campus.
- Funding for a Records Manager was commended.
- Subsidies for students who wish to make healthier purchases in the College cafeteria.
- Additional staffing support for Centre for Students with Disabilities and prioritizing CSD testing centres.
- Extended services (underground parking access on weekends, registrar's office and learning resources) at the Coquitlam campus.
- Aboriginal Student Centre needed at the Coquitlam campus.

ACTION: Advice to be summarized and forwarded to SMT and the College Board by the Chair.

5.5 Admissions and Language Competency Standards Committee

Recommendations

On behalf of Kyle Vuorinen, Mary Hodder was available to answer any questions.

a) Pearson Test of English College Admission Equivalency Score

In line with other local Universities, the ESL Department has requested that Douglas College recognize the Pearson Test of English Academic (PTE) with a minimum score of 56 for its equivalent language proficiency requirement for general admissions. In addition to the current testing options accepted at the College, the PTE will be a viable addition.

b) Revisions to BA Honours Psychology Admissions Program

The Department of Psychology has proposed PSYC 3300 be changed from an admission requirement to a graduation requirement. Honours students would have to take PSYC 3300 before they apply for the Honours program or concurrently with PSYC 4400.

There being no further discussion,

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

MOVED by J. Fleming; SECONDED by A. Helewka, THAT Education Council approve the recommendations of the Admissions and Language Competency Standards Committee.

The Motion was CARRIED.

5.6 Program Revision: Women’s Studies and Gender Relations

Heather Tobe was invited to speak to this item.

Heather mentioned that the Women’s Studies and Gender Relations (WSGR) Advisory Committee has members that are able to clearly agree on adding some courses; however, these are courses that have not contained significant enough content for the “Relevant’ listing but rather would be of interest to WSGR students. This item represents a request to have a “Recommended Electives” section be added to the curriculum framework component of this program, effective September 2015.

Discussion centered around how frequently the courses are offered in the program and the value of including a category under ‘Curricular Framework’ that is essentially advisory in nature.

There being no further discussion,

Motion to Short-cycle was defeated.

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

5.7 Concept Paper: Pre-Engineering Technology Diploma (Information Only)

Barbara Allen was invited to speak to this item.

The Pre-Engineering Technology Diploma would be a new credential within the Science & Technology Faculty that will prepare graduates for a career in engineering or allow students to transfer to a university program. Barbara has noted that local universities welcome engineering transfers and that the College has hired an engineer that will be instructing these classes.

ACTION: Please refer this item to your constituency groups and direct feedback to Barbara Allen.

6. REPORTS

6.1 Report from the Chair

- a) January 2015 Report to the College Board
- b) The Chair reminded Council that the call for upcoming Education Council elections has gone out.
- c) He reminded Council of the Student Engagement Awards invitation has been sent to them and encouraged them to nominate deserving individuals. A meeting has been scheduled with Campus Life to discuss any possibilities of include the Education Excellence Award at the Student Engagement Awards night.
- d) In June, both Chair and Vice Chair are away at a Field School, so a temporary Chair will need to be appointed. Anyone that has experience chairing past EdCo meetings or is interested in chairing the June 2015 EdCo meeting is asked to email T. Harper or J. Nicholsfigueiredo.
- e) Discussion needs to continue on how to stagger EdCo elections to ensure a level of continuity on Council.
- f) EdCo Chair and Vice Chair are meeting with the Chair of the Committee on International Education to discuss the committee's scope.

6.2 Report from the President

The President congratulated and thanked the group of staff that worked behind the scenes to ensure that the graduation ceremonies ran smoothly and successfully. The new Education Minister came by the NW Campus for a short visit where he had the opportunity to watch a Biology class showcase their hands-on learning experience. She also noted that an Employee Engagement survey will be forwarded shortly and a new discussion paper on Strategic Planning will be circulated to the College community shortly. Feedback from EdCo will be requested at the March 2015 meeting.

6.3 Report from the Interim Vice President, Academic & Provost

T. Borgford spoke about the difficulty of transferring ownership of Curriculum Guidelines when staff members add them on behalf of faculty. If faculty need clerical support, they need to do so within their account in CN. He asked this message be communicated back to faculty. Also he encouraged people to identify errors in, or issues with CN through the HelpDesk or to the cn@douglascollege.ca email.

6.4 Report from the Registrar

Nothing to report.

6.5 Report from the Board Representative

Nothing to report.

6.6 Report from the Secretary

Nothing to report.

6.7 Report from the Curriculum Committee

B. Gray reminded members on the March 3rd, 2015 deadline for submission of curriculum guidelines for consideration of approval at the March meeting.

6.8 Report from the Educational Excellence Committee

A. Helewka reminded members on the February 27th, 2015 deadline for Educational Excellence nominations.

6.9 Report from the Committee on Admissions & Language Competency Standards

Nothing to report.

6.10 Report from the Committee on Educational Policies

Nothing to report.

6.11 Report from the Committee on International Education

Nothing to report.

7. OTHER BUSINESS

7.1 Curriculum Navigator: Non-faculty Permissions (Information Only)

This item was included in item 6.3 Report from the Interim Vice President, Academic and Provost.

8. NEXT MEETING

Monday, March 16, 2015 at 9:00 am in the Boardroom (4920), New Westminster Campus.

9. ADJOURNMENT

MOVED BY H. Williams; SECONDED by R. Tardif, that the February 16, 2015 meeting of Education Council be adjourned.

The Motion was CARRIED.

The meeting adjourned at approximately 11:30 am.

Chair

Secretary