



MINUTES OF A MEETING OF EDUCATION COUNCIL  
HELD MONDAY, FEBRUARY 19, 2018 AT 9:00AM  
Room 4920 NW Campus

1. **ROLL CALL:**

Members Present:	Regrets:
Thor Borgford	N/A
Ivanna Cikes	
Manuela Costantino	
Paolo De Leon	
Kathy Denton ( <i>Ex-Officio</i> )	
Karla Gronsdahl	
Prabh Hundal	<b>Guests:</b>
McKenzie Hutchison	Laura Dane
Olga Kalachinskaya	Nelson Eng
Christine Kerr	Kevin Richter
Edith Kirkpatrick	John van Deursen
Cecil Klassen	Dave Waddington
Weissy Lee	
Rod Midgley	<b>Observers</b>
Rella Ng ( <i>Ex-Officio</i> )	
Jasmine Nicholsfigueiredo ( <i>Chair</i> )	
Jenny Shin	
Wesley Snider	
Marni Westerman	
Marsha Wilson	

Bette Cavanagh (Recorder)

2. **APPROVAL OF THE AGENDA**

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

3. **APPROVAL OF MINUTES**

The January 22, 2018 Education Council minutes were approved by consensus, as distributed.

#### **4. BUSINESS ARISING FROM THE MINUTES**

##### **4.1. Program Revision: Diploma in Computing Studies and Information Systems**

N. Eng spoke to the item. No follow-up questions or comments were raised.

There being no further discussion,

**Moved by G. Stroppa; SECONDED by E. Kirkpatrick, THAT Education Council approve the Program Revision: Diploma in Computing Studies and Information Systems.**

**The Motion was CARRIED.**

##### **4.2. Program Revision: Foundation for Music Therapy Studies**

J. van Deursen spoke to the item.

There being no further discussion,

**Moved by M. Costantino; SECONDED by M. Westerman, THAT Education Council approve the Program Revision: Foundation for Music Therapy Studies.**

**The Motion was CARRIED.**

##### **4.3. Program Revision: Bachelor of Arts in Applied Psychology**

L. Dane spoke to the item.

There being no further discussion,

**Moved by M. Westerman; SECONDED by M. Wilson, THAT Education Council approve the Program Revision: Bachelor of Arts in Applied Psychology.**

**The Motion was CARRIED.**

##### **4.4. Program Revision: Associate Degree in Environmental Science**

D. Waddington spoke to the item, brought forward from the October 2017 meeting.

The proposed changes include a new name, the reduction of credits to 60, replacement of obsolete courses and modifications to course requirements. There is a focus on transfer to the Simon Fraser University B.Sc. program, and development of program learning outcomes.

There being no further discussion,

**Moved by P. Hundal; SECONDED by M. Hutchison, THAT Education Council approve the Program Revision: Associate Degree in Environmental Science.**

The Motion was **CARRIED**.

And,

There was unanimous consent to Short-cycle the Motion.

**MOVED** by E. Kirkpatrick; **SECONDED** by M. Costantino, **THAT** Education Council recommend that the College Board approve the withdrawal of the old credential name, Associate Degree in Science– Specialization in Environmental Science effective January 5, 2026, and establish the new credential, Associate of Science Degree in Environmental Science, effective January 3, 2018.

**4.5. Program Revision: General Studies Diploma**

T. Borgford spoke to the item.

T. Borgford reiterated that under the Ministry’s new funding model, the College will not be reimbursed for non-academic upgrading credits toward the General Studies Diploma. The proposed revision to remove the 15 credits requires one year’s notice to students. The small number of students impacted by the change would have to take one or more academic courses to meet the requirement.

There being no further discussion,

**Moved** by M. Costantino; **SECONDED** by M. Westerman, **THAT** Education Council approve the Program Revision: General Studies Diploma.

The Motion was **CARRIED** with one abstention.

**5. NEW BUSINESS**

**5.1 Request for Variance to Residency Requirement BA Applied Psychology and BA Applied Psychology Honors Program**

L. Dane spoke to the item.

L. Dane requested a variance to the residency requirement in the Credentials Awarded at Douglas College Policy, to increase the requirement from 25% to 40% overall credits. It was raised that the Standing Committee on Education Policy is currently reviewing the Credentials Awarded Policy and residency requirements is one of the items being reviewed. L. Dane continued that the Psychology Department objects to the 50% residency requirement that was proposed earlier, as it limits flexibility for students transferring in (3<sup>rd</sup> year entry) who have already completed a 60 credit Associate Degree from another institution.

Discussion on the residency requirements ensued. K. Denton suggested that the Policy Committee consider envisioning a process that would address the exceptional

circumstances that may arise allowing departments to handle these on a case-by-case basis.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the March 2018 meeting.

**5.2 Program Revision: Geological Resources Diploma**

D. Waddington spoke to the item.

The proposed revision increases flexibility by relaxing an admission requirement and program continuation requirements.

Discussion ensued regarding the high number of credits for many of the courses in the Faculty of Science and Technology and a suggestion was made to charge higher lab fees and lowering the number of credits per course to three. K. Denton offered that she would go to government to make the case for a 'lab fee' to enable the Faculty of Science and Technology to reduce the credit value of their courses to align more closely with universities.

In response to a question about admissions processes, Council members from the Registrar's Office were asked to provide clarification about full-time and part-time admissions processes.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the March 2018 meeting.

**5.3 Program Revision: PDD Global Banking and Economics**

K. Richter spoke to the item.

The Economics Department has developed a new course, ECON 3400 in International Finance and has made minor modifications to the existing program that will add flexibility for scheduling during the summer and improved access to the program.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the March 2018 meeting.

**5.4 Budget 2018-2019 (For Discussion and Advice)**

Council members discussed the 2018/19 budget and sought clarification from the President about several items.

Council members expressed concern that the budget memo was distributed quite late thus there was minimal time to review, to seek clarification and to provide feedback. A number of representatives suggested they would like to see more detail in the budget.

K. Denton acknowledged that the process has been more challenging this year than in past years because the March Board meeting occurs prior to the March Education Council meeting. She offered to provide budget timelines with the Budget Guidelines next year so that EdCo members could provide feedback on the timelines at the start of the budget process.

**ACTION:** The Chair will summarize Education Council's advice to the Senior Management Team and the College Board.

## **6. STANDING COMMITTEE ITEMS**

### **6.1 Admission and Language Competency Committee Recommendations**

#### **a) Program Revision: Addition of admission requirement to the Psychosocial Rehabilitation concentration of the BA Applied Psychology Degree**

R. Ng spoke to the item on behalf of K. Vuorinen.

There being no further discussion,

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

**MOVED by M. Wilson; SECONDED by P. Hundal, THAT Education Council approve the submitted Program Revision admission requirement to the Psychosocial Rehabilitation concentration of the BA Applied Psychology Degree.**

**The Motion was CARRIED.**

### **6.2 Curriculum Items**

#### **a) Curriculum Committee Recommendations**

I. Cikes spoke to the Curriculum Committee's review of 20 curriculum guidelines. One (1) new curriculum guideline and two (2) revised curriculum guidelines are recommended.

There being no further discussion,

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

**MOVED by M. Costantino; SECONDED by M. Hutchison, THAT Education Council approve the submitted new guideline for BIOL 3100 and the revised guidelines for DOPT 1212, 2211.**

**The Motion was CARRIED.**

## 7. REPORTS

### 7.1 Report from the Chair

J. Nicholsfigueiredo spoke to her January 2018 written reports submitted to the College Board.

### 7.2 Report from the President

K. Denton extended thanks to all those who assisted or attended the Winter Graduation Ceremonies, which were again, a great success.

### 7.3 Report from the Vice President, Academic & Provost

T. Borgford spoke about Faculty Education Committees (FECs). He stated that the FECs are of very high quality and that faculty work well with the Deans and the Vice-President. He noted that there had been requests for copies of Terms of Reference (TOR) for FECs from the EDCO Chair and Chair of the EDCO Policy Committee, as TORs were not posted on DC Connect. He asked VPAC to update and harmonize a common FEC TOR and the revised document was subsequently circulated to FECs. He noted that the Chair of EDCO was invited to meet however was unavailable during the month of December.

The Ed Co Chair suggested that standard procedure for document revisions of any sort, whether policy, curriculum, or TOR, is to provide the original document with the newly revised document for groups to analyze. The VP Academic stated that FECs pre-date Ed Co and provided a memo from 2011 indicating that EDCO declined to review FEC TORs when they were put to EDCO for review. The President responded that it was unclear, at that time, if the TOR should rest with EdCo as FECs predated Education Council but she stressed that TOR should be reviewed annually.

Referencing the Education Council minutes of December 2010, the Ed Co Chair noted that the original FEC TOR were drafted by the Ed Co Chair (Dr. McCausland) in consultation with the FEC Chairs.

Discussion ensued and EdCo Representatives voiced a variety of questions about the process i.e. why was this revision being done if everything was working well. The VPA responded that the revisions were minor and intended to harmonize the practices across the different FECs. Why weren't FECs doing the revisions as they are the ones who develop and approve curriculum? The VPA responded that FECs were indeed part of the process to revise TORs. Shouldn't Ed Co and FEC be working on this together? The VPA reiterated that EDCO had demurred from this responsibility in 2011. The representative from HSS said her FEC was highly supportive of the TOR distributed to her FEC from VPAC.

The VP Academic acknowledged the differences of opinion surrounding the consultation and confirmed that he would be circulating the TOR from 2011 to the FECS so that they can compare it with the document that was circulated to FECs a week or two ago.

**7.4 Report from the Board Liaison**

W. Snider provided a brief report of the Board's January meeting and announced the three new members of the Board.

**7.5 Report from the Secretary**

The next deadline for Agenda submissions for the March 2018 meeting is Wednesday, March 7<sup>th</sup> at 3:00 p.m.

**7.6 Report from the Curriculum Committee**

The next deadline for curriculum guidelines to be submitted to the committee is Wednesday, March 7 at 9:00 a.m. Please remind your FECs of this date and time.

**7.7 Report from the Educational Excellence Committee**

E. Kirkpatrick advised that all committee members have reviewed the applications. The decision meeting is set for Wednesday, February 21, 2018.

**7.8 Report from the Committee on Admissions & Language Competency Standards**

There was no report.

**7.9 Report from the Committee on Educational Policies**

There was no report.

**7.10 Report from the Committee on International Education**

M. Westerman advised that the Committee is working on the Terms of Reference and the committee membership in consultation with the Chair.

**8. OTHER BUSINESS**

**9. NEXT MEETING**

Monday, March 19, 2018 at 9:00 am in Room 4920, New Westminster Boardroom and Room B2100 Coquitlam Campus.

**10. ADJOURNMENT**

**MOVED by G. Stroppa; SECONDED P. Hundal, that the meeting be adjourned.**

**The Motion was CARRIED.**

The meeting adjourned at approximately 11:10 a.m.

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**Chair**

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**Secretary**