



MINUTES OF A MEETING OF EDUCATION COUNCIL  
HELD MONDAY, JUNE 18, 2018 AT 9:00AM  
Room 4920 NW Campus

<b>Members Present:</b>	<b>Regrets:</b>
Thor Borgford	Nathaniel Christopher
Bette Cavanagh ( <i>Recorder</i> )	Ivanna Cikes
Brian Chapell ( <i>for Karla Gronsdahl</i> )	Paolo De Leon
Kathy Denton ( <i>Ex-Officio</i> )	Karla Gronsdahl
Dorritta Fong ( <i>for Jasmine Nicholsfigueiredo</i> )	Prabh Hundal
Todd Harper ( <i>for Weissy Lee</i> )	Weissy Lee
McKenzie Hutchison	Rod Midgley
Olga Kalachinskaya	Rella Ng ( <i>Ex-Officio</i> )
Carrie Keen	Jasmine Nicholsfigueiredo
Christine Kerr	Wesley Snider ( <i>Ex-Officio</i> )
Edith Kirkpatrick ( <i>Mtg. Chair</i> )	
Cecil Klassen	
Jenny Shin	<b>Guests</b>
George Stroppa	Sarah Dench
Kyle Vuorinen ( <i>for Rella Ng</i> )	Arsineh Garabedian
Marni Westerman	Brian Parker
Marsha Wilson	Melanie Young
	<b>Observers:</b>
	Tracy Ho

We recognize and acknowledge 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.

**1. ROLL CALL:**

**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**

In response to a question, the Education Council Secretary confirmed that the minutes of the election results for the Chair and Vice Chair for 2018/19 would be included and ratified at the September 17, 2018 meeting.

The minutes of May 28, 2018 were approved by consensus.

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

##### **4.1. Program Revision: Concentration in Business Law**

B. Parker spoke to the item.

There being no further discussion,

**MOVED by M. Westerman; SECONDED by M. Hutchison, THAT Education Council approve the Program Revision: Concentration in Business Law.**

**The Motion was CARRIED.**

##### **4.2. Program Revision: Associate of Arts**

M. Young spoke to the item and outlined (3) three additional changes arising from feedback:

- 1) ensure consistency and standardization of the credential title Associate of Arts Degree
- 2) add to the graduation requirements that 50% (30 credits) of all coursework must be completed at Douglas College.
- 3) moved the reference to how courses are designated (Humanities, Social Science) to the definitions and embedded a hyperlink into the Associate of Arts Degree checklist for reference.

C. Kerr responded to item 1) above, that the parchment for the credential states "Associate Degree in Arts" or "Associate Degree in Science". M. Young advised that the recommendation of this revision would be brought to the attention of the new AA Coordinator.

There being no further discussion,

**MOVED by M. Wilson; SECONDED by O. Kalachinskaya, THAT Education Council approve the Program Revision: Associate of Arts.**

**The Motion was CARRIED.**

##### **4.3. Program Revision: Post-Degree Diploma in Accounting**

S. Mauger spoke to the item on behalf of A. Garabedian.

It was recommended that a note be added under the Curriculum Framework, Graduation Requirements section that "courses used towards a previously received

credential can be used to meet program requirements, but additional courses will need to be taken to replace these credits”.

There being no further discussion,

**MOVED by R. Midgley; SECONDED by G. Stroppa, THAT Education Council approve the Program Revision: Post-Degree Diploma in Accounting.**

The Motion was **CARRIED**.

**4.4. Program Proposal: Concentration in Public Accounting**

S. Mauger spoke to the item on behalf of A. Garabedian.

A council member inquired whether the new accounting concentrations only apply to the Bachelor of Business Administration students or are other program area students able to pursue them.

The VP Academic & Provost responded that some of the concentrations are portable and although we would like to provide as much flexibility as possible to students, there are limitations where cross-faculties are involved.

**MOVED by C. Kerr; SECONDED by R. Midgley, THAT Education Council approve the Program Proposal: Concentration in Public Accounting.**

The Motion was **CARRIED**.

**4.5. Program Proposal: Concentration in Not-for-Profit and Public Sector Accounting**

S. Mauger spoke on behalf of A. Garabedian.

There being no further discussion,

**MOVED by M. Wilson; SECONDED by R. Midgley, THAT Education Council approve the Program Proposal: Concentration in Not-for-Profit and Public Sector Accounting**

The Motion was **CARRIED**.

**5. NEW BUSINESS**

**5.1 Program Revisions: Faculty of Commerce and Business Administration Graduation Requirement Change**

R. Midgley spoke to the item on behalf of A. Garabedian

The Faculty of Commerce and Business Administration is seeking the implementation of the graduation requirement, a minimum CGPA of 2.0 for all CBA

programs. This requirement will help to maintain quality and ensure that students have the minimum required competencies needed to use their credential and advance in the workplace.

A question was raised regarding the implementation process and whether each program would have to be approved individually through Curriculum Navigator (CN). It was confirmed that the changes would be modified through background settings of CN and will not require individual approval.

K. Denton commented that she supported the direction but asked what was preventing the changes from being implemented for Fall 2019. A council member commented that, because it would have to come back as a Motion to Approve in September 2018, it would not meet the required one-year advertising notice period.

A council member, from the floor, requested that the item be short cycled in order to meet the Fall 2019 implementation date.

**MOVED by G. Stroppa; SECONDED by M. Wilson, THAT Education Council approve the request to short-cycle the Motion as presented.**

**The Motion was CARRIED**

**And,**

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

**MOVED by R. Midgley; SECONDED by G. Stroppa, THAT Education Council approve the revisions to the Faculty of Commerce and Business Administration Graduation Requirements.**

**The Motion was CARRIED**

## **5.2 Election Procedures (Information)**

S. Dench spoke to the key changes articulated in the memo. The College's Election Procedures were reviewed following a request from the Douglas College Students' Union related to replace representatives when a student's term is not completed. The review revealed that the election procedures for faculty, support staff and students were inconsistent and could be revised in terms of both equity and good governance practices.

Council members expressed concern regarding the feedback process and felt an opportunity for consultation for this type of change should have been extended to include all members of Education Council. In addition, a question was raised about the Registrar's authority to make these changes. The President responded that the

College & Institute Act gives the Registrar authority to oversee elections and establish the rules and procedures, consulting with the heads of groups, such as the Education Council Chair, DSU, and Board Chair, which she did.

A student representative spoke in favor of the changes, noting that it has been difficult to meet current needs for representation from Coquitlam. The President reinforced the student's point and stated that the DSU was supportive of the changes.

One council member stated that setting term limits would be considered a favourable change in her faculty area, allowing newer faculty members an opportunity to participate. A suggestion was put forward that the wording could be clarified to reduce confusion about consecutive terms, which were not intended to be lifetime limits. There was support for adding the clarification.

S. Dench will provide the feedback to the Registrar for her consideration.

### **5.3 Draft Academic Calendar 2019-2020**

K. Vuorinen spoke to the item.

Kyle pointed out that the commencement of classes in May 2020 will be a later start date (May 11<sup>th</sup>), however, there is sufficient time for semester conclusion at the end of August and the beginning of September.

A question was raised about the graduation ceremonies to be held at the Shanghai University of International Business and Economics in June 2020. K. Denton stated that the University is still undergoing renovations that are not expected to be completed for at least another year. The proposed dates for the first week of June 2020, should still work.

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

## **6. STANDING COMMITTEE ITEMS**

### **6.1 Curriculum Items**

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

C. Klassen spoke to the Curriculum Committee's review of 21 curriculum guidelines: 5 new curriculum guidelines, 4 revised curriculum guidelines and 12 withdrawn curriculum guidelines.

K. Denton asked the Committee whether the two PNUR CGs were new replacement courses or additional practicum courses. If additional, they would have budget implications that would require VPAC and SMT approval.

There being no further discussion,

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

**MOVED by C. Kerr; SECONDED by M. Westerman, THAT Education Council approve the submitted new guidelines for: PNUR 3462, 4562; SOCI 3385; HIST 2206; MUSC 1286; and the revised guidelines for HOSP 1210; PNUR 3403; GEOG 1110; EAES 2800; and the withdrawn guidelines for SCIE 1100, 1107, 1400; GEOL 1120, 1121, 1130, 1900, 2300, 2320, 2410, 2420, 2421.**

**The Motion was CARRIED.**

## **6.2 Policy Items**

### **a) Recognition of Transfer Credit Policy**

C. Kerr spoke to the revisions recommended by M. Stainsby, Director, Transfer and Articulation, BCCAT, which now clarifies that the “policy applies only to credit transferred from public institutions within the British Columbia transfer system”.

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

## **7. STANDING COMMITTEE ITEMS**

### **7.1 Report from the Chair**

E. Kirkpatrick spoke to the submitted reports of J. Nicholsfigueiredo.

### **7.2 Report from the President**

K. Denton noted that it has been a busy year for program development. She acknowledged all of the hard work that has gone on, including the quality of materials submitted and improvements to the technology (Curriculum Navigator). She thanked the outgoing Chair, Jasmine Nicholsfigueiredo, for her work and contributions to Education Council and commended her extensive shepherding skills for keeping us all on track.

Congratulations were extended to the Registrar’s Office for putting together another incredibly well run and enthusiastic set of graduation ceremonies. She extended thanks to everyone who participated or volunteered for the ceremonies.

The President spoke about the recent graduation ceremonies attended in Shanghai and highlighted a special alumni celebration where she, the Board Chair, T. Borgford, and G. Ouyang attended with over 50 alumni. She was thrilled with the incredible success of these students and was happy that they have kept up their English skills as most of the speeches were presented in English.

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

T. Borgford thanked all outgoing EdCo members for their hard work and looks forward to working with the new incoming members. He shared the great news of recent Ministry approval of the Bachelor of Business Administration Management Degree. He also noted that DQAB is currently considering the merits of an Economics Minor and that CBA is working on a potential degree in Marketing.

T. Borgford reported that with the increased growth and diverse academic areas of the Business Department, BUSN is considering a division of the department into three different disciplines, Business Management, Financial Services and Business Law.

**7.4 Report from the Board Liaison**

There was no report.

**7.5 Report from the Secretary**

The next deadline for Agenda submissions for the September 17, 2018 meeting is Wednesday, September 5, 2018 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, September 5, 2018 at 9:00 a.m. Please remind your FECs of this date and time. The Committee's annual report was included with the Agenda package.

**7.7 Report from the Educational Excellence Committee**

The Committee's annual report was included in the Agenda package.

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

The Committee's annual report was included in the Agenda package.

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

The Committee's annual report was included in the Agenda package.

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

The Committee's annual report was included in the Agenda package.

**8. OTHER BUSINESS**

E. Kirkpatrick extended thanks to all those who have served on Standing Committees this year. She also extended thanks to Jasmine Nicholsfigueiredo for all her work as Education Council Chair for the last few years.

Outgoing EdCo representatives were also recognized for their time and service; Marsha Wilson, Olga Kalachinskaya, Rod Midgley, Cecil Klassen, Prabhjot Hundal, Nathaniel Christopher and Paolo De Leon.

It being her last meeting, Christine Kerr was commended for her work at Education Council and the College, and was wished well in her future endeavours.

**9. NEXT MEETING**

Monday, September 17, 2018 at 9:00 am in Room 4920, New Westminster Boardroom and Room B2100 Coquitlam Campus (if required).

**10. ADJOURNMENT**

**MOVED by R. Midgley; SECONDED C. Kerr, that the meeting be adjourned.**

**The Motion was CARRIED.**

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

---

**Chair**

---

**Secretary**