

**MINUTES OF MEETING OF EDUCATION COUNCIL
HELD MONDAY, JUNE 17, 2019 AT 9:00 AM – ROOM S4920, NW CAMPUS**

Members Present:	Regrets:
Agbaje, Doyinsola	Dench, Sarah (<i>Meg Stainsby Attending</i>)
Borgford, Thor	Denton, Kathy
Cavanagh, Bette (<i>Recorder</i>)	Sabio, Jerson
Cikes, Ivanna (Chair)	Grice, Martin
Costantino, Manuela	
Gronsdahl, Karla	
Hutchison, McKenzie	Guests:
Keen, Carrie	Anderson, Ken
Lee, Weissy	Huang, Sandra
Newton, Rachael	Spencer, Janice
Nicholsfigueiredo, Jasmine	Zhao, Jennifer
Ng, Rella (<i>Ex-Officio</i>)	
Parry, Wendy	Observers:
Shin, Jenny	Crozier, Stephen
Smith, Trevor	Ho, Tracy
Westerman, Marni	Kinsley, John
	Pesklevits, Telka

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:

Sarah Dench, Kathy Denton, Martin Grice and Jerson Sabio sent meeting regrets.

3. APPROVAL OF THE AGENDA

The Chair advised of the following revisions to the agenda:

- 1) Side Table Item 7.1 b)
- 2) Side Table Item 8.6 a) replacement version
- 3) Side Table Item 6.4 replacement version

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 May 13, 2019 were approved by consensus.

5. BUSINESS ARISING FROM THE MINUTES

5.1 Program Revision: Sports Science Diploma

K. Anderson spoke to the item.

There being no further discussion,

MOVED by W. Lee; SECONDED by M. Westerman, THAT Education Council approve the Program Revision: Sports Science Diploma.

The Motion was CARRIED.

5.2 Program Revision: Bachelor of Physical Education and Coaching

K. Anderson spoke to the item.

There being no further discussion,

MOVED by R. Newton; SECONDED by W. Parry, THAT Education Council approve the Program Revision: Bachelor of Physical Education and Coaching.

The Motion was CARRIED.

5.3 Program Revision: Associate of Arts – Asian Studies

M. Westerman spoke to the item.

There being no further discussion,

MOVED by M. Costantino; SECONDED by R. Newton, THAT Education Council approve the Program Revision: Associate of Arts – Asian Studies.

The Motion was CARRIED.

5.4 Revision to the Education Council Bylaws – Formation of Ad-Hoc Committee

I. Cikes spoke to the item.

As noted in the May meeting, the bylaws have not been update for 15 years.

R. Newton reminded Council that the May minutes reflect Council's earlier decision to include the review and revision of the Terms of Reference for all Education Council Standing Committees at the same time, and requested that the motion include this review to align TORs. Council agreed and the motion was revised as requested.

J. Nicholsfigueiredo noted that alignment should still allow for committee structures to vary somewhat (as in the case of FEC structures), given the different function of each Standing Committee.

Council subsequently acknowledged that FECs do not fall under the purview of EdCo and are not Standing Committees of Education Council. Therefore FEC TORs will not be revised under the EdCo Bylaw revision.

There being no further discussion,

MOVED by R. Newton; SECONDED by J. Nicholsfigueiredo, THAT Education Council approve the formation of an Ad-Hoc Committee to revise the Education Council Bylaws and alignment of the TORs for Education Council Standing Committees.

The Motion was **CARRIED**.

6. **NEW BUSINESS**

6.1 **Educational Affiliations: Notice of Intent, University College Absalon (Denmark), University of Lincoln (UK), University of Lyon 2 (France), Navoi State Pedagogical Institute (Uzbekistan)**

J. Zhao spoke to the item.

J. Zhao provided an overview of the information submitted in the agenda package.

MOVED by J. Nicholsfigueiredo; SECONDED by E. Kirkpatrick, THAT Education Council refer the Educational Affiliation, Notice of Intent with University College Absalon (Denmark), University of Lincoln (UK), University of Lyon 2 (France), Navoi State Pedagogical Institute (Uzbekistan) to the Standing Committee on International Education for review.

The Motion was **CARRIED**.

6.2 **Concept Paper: Therapeutic Recreation Diploma – Distance Delivery**

J. Spencer spoke to the item.

J. Spencer advised that the proposed Therapeutic Recreation Diploma – Distance Delivery is 61 credits with flexible completion of 2 years full-time or 4 years part-time.

Many potential Therapeutic Recreation (TR) diploma students are located throughout BC with limited, if any, access to quality education, and in many cases the cost of living in Metro Vancouver prohibits them from accessing the face-to-face delivery of the TR diploma.

As the population in BC and Canada ages, there will be substantial growth in the need for educated health care and recreation related workers. The TR Diploma - Distance Delivery will provide the opportunity for students throughout the province to access a TR education program that will help to meet employers' needs into the future.

Council members were enthusiastic about this new offering and provided their feedback for consideration and inclusion in the final proposal.

ACTION: Please refer this item to your constituency groups and direct all feedback to Janice Spencer at spencerj@douglascollege.ca.

6.3 Program Withdrawal: Certificate of Modern Languages

S. Huang spoke to the item.

Since the Certificate of Modern Language began in 2008, very few students have completed the program. The Department of Modern Languages is requesting to withdraw the Modern Languages Certificate and direct their focus on the Associate of Arts Degree with a Specialization in Modern Languages, which is university transferable.

The Registrar and Dean of LLPA will discuss the effective withdrawal date (to be determined) and ensure that currently enrolled students will not be negatively impacted.

ACTION: Please refer this item to your constituency groups for consideration of approval at the September 16, 2019 meeting.

6.4 Draft Academic Dates 2020-2021

R. Ng referred to the details set out in the updated side table version of the draft Academic Dates for 2020-2021. She noted that the revised format focuses only on the academic dates and that the operational deadlines will be available on the website.

ACTION: Please refer this item to your constituency groups for consideration of approval at the September 16, 2019 meeting. Please provide feedback to Kyle Vuorinen and/or Rella Ng.

7. STANDING COMMITTEE ITEMS

7.1 Curriculum Items

a) **Curriculum Committee Recommendations**

W. Lee spoke to the Curriculum Committee's submission (and the additional Side Table Item 7.1.b) review of 115 curriculum guidelines: 6 new curriculum guideline, 63 revised curriculum guidelines and 22 withdrawn curriculum guidelines.

On behalf of her area, M. Westerman expressed appreciation for the assistance, support and thorough communication provided by the Curriculum Committee.

There being no further discussion,

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

MOVED by M. Westerman; SECONDED by M. Hutchison, THAT Education Council approve the submitted new guidelines for: LGST 3300; DACS 4414, 4115, 4116, 4122, 4123; the revised guidelines for ACCT 3008, 3420; BUSN 3310, 3312, 3760, 4410; CSIS 1280, 3175, 3190, 3275, 3475; HOSP 1210, 2310; NURS 2111, 3311; CRIM 1101, 1121, 1160, 2252, 2253, 2254, 2260, 2261, 3310, 3335, 3362, 3370, 4410, 4420; LGST 1110, 1120, 2210, 2220, 3310, 3320; PSYC 2207, 2300, 2301, 2315, 2341, 2360, 3300, 3301, 3314, 3315, 3320, 3321, 3330, 3331, 3340, 3341, 3342, 3375, 3390, 4360, 4371, 4373, 4375; SOSC 3140, 4301, CHEM 1210; HEAR 2310; SPSC 1164; and the withdrawal of MUSC 1111, 1211, 2311, 2411, 3181, 3183, 3185, 3280, 3281, 324, 4283, 4286, 1131, 1231, 2331, 2431, 1133, 1233, 1161, 1261, 2361, 2461.

The Motion was CARRIED.

7.2 Policy Items

a) **Credentials Awarded at Douglas College Policy**

J. Nicholsfigueiredo spoke to the policy items on behalf of the Policy Committee.

Discussion ensued and further edits were provided to improve clarity.

J. Nicholsfigueiredo explained the need for this policy to go live as soon as possible. Council members were invited to provide any further recommended changes by submitting the *Education Policy Revision Request Form* to Education Council for referral to the Policy Committee.



There being no further discussion,

MOVED by J. Nicholsfigueiredo; SECONDED by C. Keen, THAT Education Council approve the revisions to the Credentials Awarded at Douglas College Policy.

The Motion was CARRIED.

b) Appeal of Educational Decisions Policy

J. Nicholsfigueiredo spoke to the changes on behalf of the Policy Committee.

Discussion ensued and further recommended edits were provided.

There being no further discussion,

MOVED by M. Westerman; SECONDED by J. Nicholsfigueiredo, THAT Education Council approve the revisions to the Appeal of Educational Decisions Policy.

The Motion was CARRIED.

AND

A motion was made on the floor by R. Newton relating to the Student Support Person mentioned on pages 5 and 7. R. Newton requested that the relevant portion of the Policy be referred to the Policy Committee for review regarding how the support person is to be appointed.

There being no further discussion,

Moved by E. Kirkpatrick; SECONDED by W. Lee, THAT Education Council approve the referral of the above referenced pages to the Standing Committee of Educational Policies for review.

The Motion was CARRIED.

8. REPORTS

8.1 Report from the Chair

I. Cikes referred to her written report included in the agenda package.

The Chair advised that she would be circulating an email asking that Council members (returning and incoming members) identify their top two picks for placement on the standing committees. Discussion ensued that Education Council members should be given the first opportunity to serve on the committees and that continuity on these committees is important.

The Chair extended thanks to all those who have served on Standing Committees this year. Outgoing EdCo representatives were also recognized for their time and service; Doyinsola Agbaje, Martin Grice, McKenzie Hutchison, Weissy Lee, Carrie Keen, Edith Kirkpatrick, Jasmine Nicholsfigueiredo, Brian Parker, Jerson Sabio, Wesley Snider, George Stroppa and Alicia Wotherspoon.

The Education Council Orientation is scheduled for Monday, August 19, 2019 from 10:00 am to 1:00 pm. The Secretary will circulate a calendar invitation asking members to either accept or decline their attendance to ensure appropriate catering requirements and the preparation of orientation materials.

8.2 Report from the President

On behalf of K. Denton and the College community generally, T. Borgford expressed sincere thanks to the outgoing members of Education Council for their commitment and contribution to Education Council and for their work on the various Standing Committees.

In early June, Kathy Denton, Guangwei Ouyang, Leanne Poon and Thor Borgford travelled to Shanghai to officiate the graduation event of our dual degree program at the Shanghai University of International Business and Economics (SUIBE). One hundred and twenty-five students received credentials at the ceremony. Also, this year marked the 21st anniversary of the joint partnership and SUIBE hosted a celebration which included former graduates, faculty and government officials.

8.3 Report from the Vice President, Academic & Provost

No report.

8.4 Report from the Board Liaison

W. Snider advised that the Board discussed the government's interim budget and investment strategies. The Training Group has been awarded new contracts in the Township of Langley and Aldergrove for which the Board approved renewal leases for both properties.

8.5 Report from the Secretary

B. Cavanagh referred to her written report included in the agenda package.

The next deadline for Agenda submissions for the September 16, 2019 meeting is Wednesday, September 4, 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, September 4, 2019 at 9:00 a.m. Please remind your FECs of this date and time.

8.7 Report from the Educational Excellence Committee

The Committee's annual report was included in the Agenda package. M. Westerman advised that the recipient's name was announced by the Vice President Academic and Provost at the June Graduation Ceremony.

8.8 Report from the Committee on Admissions & Language Competency Standards

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

8.9 Report from the Committee on Educational Policies

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

8.10 Report from the Committee on International Education

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

A discussion ensued regarding the role and function of the Standing Committee, which will be discussed during the review of the Terms of Reference in the Fall.

9. OTHER BUSINESS**9.1 Education Council Meeting Schedule 2019-2020**

The Chair referenced the draft schedule for 2019-2020.

Noting that the on-line Program and Course Catalogue updates are done in September and January, the Notice of Motion submission deadlines were revised on the schedule to read *April* and *October*.

The Education Council Secretary will send calendar invitations of the meetings prior to the schedule's ratification in September.

ACTION: The 2019-2020 Meeting schedule will be ratified at the September 16, 2019 meeting.

9.2 R. Ng advised that there is an appeal taking place for the Education Council By-Election held in May.

10. NEXT MEETING

Monday, September 16, 2019 at 9:00 am, New Westminster Campus, Room S4920.

11. ADJOURNMENT

MOVED by M. Westerman; **SECONDED** C. Keen, that the meeting be adjourned.

The Motion was CARRIED.

The meeting adjourned at approximately 11:04 a.m.



Chair

Secretary

Subsequent to the adjournment of the June 17, 2019 meeting, the Education Council Chair circulated a Motion to Approve (via email) requesting Council Members to vote on a variance to CSIS 2200, the particulars of which are attached here as an addendum.

**ADDENDUM TO
MINUTES OF MEETING OF EDUCATION COUNCIL
HELD MONDAY, JUNE 17, 2019
VIA ELECTRONIC MAIL**

Subsequent to the June 17, 2019 meeting, the Chair informed all members, via email, that an agenda item had been inadvertently excluded from the June meeting and she was circulating it now electronically for Education Council's consideration.

In the email message, Council members were provided with a variance request submitted by Simon Li, to ensure that students receive up-to-date credit for CSIS 2200, which would allow them to meet the new CPA requirements. The revised CG for CSIS 2200 was submitted by the Curriculum Committee in May 2019 and approved at the May 13, 2019 Education Council Meeting. However, the effective start date must be revised from January 2020 to September 2019 in order to allow students to receive credit.

The email motion was made for a variance to change the start date for CSIS 2200 to September 2019. Council members voted via email and the motion was approved by a majority of responses as follows:

Eligible Voters: 16
Yes- 13
No – 0
Unavailable for Response – 3

Therefore, the Motion was approved June 18, 2019.