



Douglas College

**MINUTES OF A MEETING OF EDUCATION COUNCIL
Held Monday, November 20, 2006 at 4:30 p.m.
New Westminster Campus, Boardroom**

1.

ROLL CALL

Members Present:

Trish Angus (Non-Voting)
Marilyn Brulhart
Graeme Bowbrick
Sebastian Bubrick
Jan Carrie
Sam Cheng
Kathy Denton
Anne Gapper (Acting Recorder)
Gerry Gramozis
Leon Guppy
Bruce Hardy
Ted James
Jan Lindsay
Les Marshall
Elizabeth McCausland
Debbie McCloy
Susan Meshwork (Chair)
Colleen Murphy
Teryl Smith

Regrets:

Ann Kitching
Susan Witter

Absent:

Sean Hibbitts
Inderjit Gill

Guests:

Des Wilson

2. APPROVAL OF THE AGENDA: In order to accommodate the Guest, the Chair asked members to approve a fluid Agenda. Item 5.1 would be the first order of business; the rest of the Agenda would be as presented with the addition of 7.4 - Results from the Fall 2006 Student Profile and Perceptions Survey from B. Cowin, for information only.

3. APPROVAL OF THE OCTOBER 16, 2006 MINUTES: The Minutes were approved as submitted.

4. BUSINESS ARISING FROM THE MINUTES:

4.1 Implementation of the College Signature Templates

The Chair explained she had had discussions with J. Lindsay on the College Signature Templates wherein J. Lindsay had suggested that the Steering Committee work on the Templates was ongoing and that they could continue to fine tune as feedback came in. She suggested Education Council could look at supporting one of the implementation options, suggested by the Steering Committee, over the other if Council Members were ready to do so. The Chair asked for any feedback Members had brought from their constituencies which was related to the choice of implementation options rather than feedback about the details of the template content. She also requested feedback from Members as to whether Council preferred to send a Statement of Advice or a Motion of Support of the preferred option to the Steering Committee.

L. Guppy indicated the Science and Technology FEC had indicated that they felt the Templates should not be attached to the Curriculum Guidelines.

C. Murphy advised that the Child, Family and Community Studies FEC was very clear in that they did not want the Templates attached to the Curriculum Guidelines. She further added that they wanted the Templates to be kept very simple, i.e. both forms should be short, more concise and not labour intensive to complete. The Child, Family and Community Studies FEC did not want to have more work that is not pedagogically useful.

G. Bowbrick confirmed that Option 2 was the closest to meeting the concerns of the Humanities and Social Sciences FEC and suggested support of Option 2 in principle was reasonable assuming that details of the content of the templates would continue to be discussed.

L. Guppy requested confirmation that there were 3 options in the original paperwork and that the original Option 2 had been deleted and replaced with Option 3. The Chair confirmed that this was correct.

The Chair summarized that Council would be supporting, in principle, Option 2 over Option 1.

There being no further discussion.

MOVED by B. Hardy; SECONDED by J. Carrie,

BE IT AND IT WAS RESOLVED:

THAT Education Council supports, in principle, Option 2 over Option 1 in implementing the College Signature Templates.

The Motion was carried.

4.2 Policy Committee Recommendations

a) Associated Studies

T. James explained that this topic had been discussed at some length at the June 12, 2006 meeting when Members had agreed by straw poll to strike out the staffing section. T. James further explained that the attachment to his memo of November 9, 2006 had actually deleted this section rather than showing it crossed out. T. James and the Secretary will provide Members with an electronic copy of the correct version of the Associated Studies policy amendments as suggested by the Policy Committee. The Chair confirmed the rest of the changes, shown in bold type, did not change the nature of the policy but had clarified the intent of the policy as was suggested by the Policy Committee and Council members in June 2006.

There being no further discussion, the Notice of Motion will be brought forward for approval at the December meeting.

ACTION: Please take this item back to your constituency groups for feedback and consideration for approval at the December Education Council meeting.

b) Grading Policy – Mastery Grading System Amendment

By way of background, T. James explained that currently there are two types of systems, letter grades and the mastery model evaluation which has three different grades, MAS, NCG and EXP. Health Sciences had indicated that they needed a more specific grade to indicate a fail grade and had suggested NM – Non Mastery – and had proposed that this replace NCG and EXP. The Policy Committee had looked at this proposal and felt that it would negatively affect other areas of the College, such as DVST and EASL. The Policy Committee was therefore recommending that the NM grade be added and that the EXP grade be retained. However, to better describe the grade category of NCG, the Policy Committee was recommending it be re-labeled as UNW (unofficial withdrawal) but retain some of the previous language used for NCG. The MAS grade definition wording would remain mostly the same as it was. The text definitions of all four grades were clarified as circulated.

In response to a question if the NM would be calculated in the grade point average and T. James replied that mastery grade courses are not calculated in the grade point average.

The question was asked if UNW was almost the same as NCG. The Chair explained that it would be defined the same way as UN is defined in graded courses and what Education Council approved as NCG for mastery courses in the last change to the grading policy but the new UNW grade would not be calculated in the grade point average.

ACTION: Please take this item back to your constituency groups for feedback and consideration for approval at the December meeting.

4.3 2007/2008 Academic Schedule

T. Angus advised that she had not received any comments on the proposed academic calendar from anyone in the College. There being no discussion, the Chair advised that Education Council would send advice that the Members were comfortable with the 2007/2008 Academic Schedule as presented.

4.4 Admissions and Language Competency Committee Recommendations

T. Angus advised that Item 2 of the Recommendations included in the agenda package should be tabled. Council was being asked to consider Items 1 and 3 only.

There was unanimous consent to short-cycle the recommendations from the Standing Committee on Admissions and Language Competency as amended.

MOVED by D. McCloy; SECONDED by S. Bubrick,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the recommendations of the Standing Committee on Admissions & Language Competency to amend the admission requirements for the Sign Language Interpreter Program; Level 6 on the American Sign Language proficiency interview (ASLPI) through Canada Deafcom are replaced with Level 3 on the ASLPI administered through the Canadian Cultural Society of the Deaf, implementation in the Fall of 2007; and

THAT Education Council approve the removal of the admission requirements of Proof of CPR ‘C’ and Standard First Aid, a personal reference and mandatory attendance at the Health Care Support Worker Program information and selection session, for the Health Care Support Worker Program.

The MOTION was carried.

4.5 Curriculum Committee Recommendations

E. McCausland advised that the Committee had also reviewed and was recommending acceptance of revised guidelines F and H in BUSN 1198.

There was unanimous consent to short-cycle the Curriculum Committee recommendations as amended.

MOVED by M. Brulhart; SECONDED by C. Murphy,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted revised curriculum guidelines for CODS 3100, CODS 3122, BUSN 1198, CISY 2255 and PEFA 1120.

The MOTION was carried.

5. NEW BUSINESS:

5.1 Animal Health Technology Diploma – Full Program Proposal

D. Wilson explained the proposal was for a 2 year diploma in animal health technology. The proposal indicates there is strong industry support for such a program. The curriculum is based on similar programs across North America and particularly that of Pierce College in Washington State. The curriculum also addresses accreditation requirements for the various professional associations.

D. Wilson confirmed that he had completed the Academic Signature survey on this program. L. Marshall noted that most of the Core Competencies were not met by the program but were met by the pre-requisites for entering the program. J. Lindsay confirmed, in general terms, the Academic Signature was geared to outcomes and the levels would vary depending on the length of each program. It was the expectation that many programs would

have students entering with certain levels of core competencies, e.g. post-degree programs.

In reply to a question as to whether the shortage of technicians was caused by too many veterinarians, D. Wilson replied that that was a possibility but he stressed that the proposed program had been well received by the BC Veterinary Association. He also confirmed that Thompson Rivers University was the only other college offering the program in BC, even though 75% of the demand was from the Lower Mainland, and that most of their students had positions prior to graduating from the course.

L. Marshall complemented D. Wilson on an excellent proposal and commented that he thought the College should be doing more skills based programs like this.

5.2 Changes to Education Council meeting time on December 11, 2006

The Chair advised that the meeting on December 11, 2006 had been approved to start at 2:15 pm. However it had been pointed out that this was in the middle of exams and some Members would not be available for that start time. After some discussion it was decided that a start time of 4:00 pm would be convenient for all.

There was unanimous consent to short-cycle the change to the Education Council meeting time on December 11, 2006.

MOVED by L. Guppy; SECONDED by E. McCausland,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the revised meeting time of 4:00 pm to 6:00 pm on December 11, 2006.

The MOTION was approved.

6. REPORTS

6.1 Report from the Chair

The Chair confirmed that the proposed budget would be made public toward the end of January 2007. She explained that once again the timelines were too short to allow the Budget and Planned Change Subcommittee committee process to work as it had been conceived. The College Board has moved the budget approval process up to April and that requires that Education Council

consider its advice to the Board as a committee of the whole. The information on the budget will have to be taken to constituencies in January after it is made public and prior to the February Education Council meeting, so that constituency feedback can be brought to the February meeting. Council will have to formulate its budget advice at the February Education Council meeting. The Chair will present the Education Council advice at the March Board meeting which will be held March 11, 2007 and before the March Education Council meeting.

ACTION: Please discuss the draft budget with your constituencies after it is made public in late January and before the February Education Council meeting.

- 6.2 Report from the President
J. Lindsay reported on behalf of S. Witter, that the College had hosted ‘A Class Act’ at the David Lam campus for the first time. The event was very successful and she felt that the College had been profiled in a very positive way.
- 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 Education Excellence Committee
G. Gramozis confirmed that the Education Excellence Committee would be bringing forward their revised terms of reference at the December meeting.
- 6.7 Report from the Research Ethics Board
T. James confirmed that one committee member was due to be replaced.
- 6.8 Report from the Standing Committee on Admissions and Language Competency Standards
There was nothing to report.
- 6.9 Report from the Standing Committee on Educational Policies
There was nothing to report.

7. OTHER BUSINESS:

7.1 Education Council advice to the College Board on the Strategic Plan

The Chair advised that this Advice had been submitted to the College Board was for the information of Members.

7.2 College Academic Signature Review Process

J. Lindsay reported the Committee was moving forward on the Academic Signature review process. She confirmed that they wanted to make sure there was clarity around the process to make changes. She explained that they see the document as constantly evolving and that it was important to provide the avenues for change.

B. Hardy stated that there was still an urgent need for an Education Council representative on the Academic Signature Steering Committee. After discussion it was decided that the representative should be a faculty member and the Chair encouraged Members to step forward. If a faculty member does not step forward, B. Hardy reported that he was open to considering opening that membership to either a staff or student representative.

ACTION: Please advise Bruce Hardy and the Education Council Chair if you are willing to join the Academic Signature Implementation Steering Committee

7.3 Results from Fall 2006 Student Profile and Perceptions Survey

The survey from Bob Cowin was introduced as a sidetable item for information and circulation.

8. ADJOURNMENT:

Moved by L. Marshall; Seconded by M. Brulhart, the meeting adjourned at 5:25 pm.

Chair _____ Secretary _____