



**MINUTES OF A MEETING OF EDUCATION COUNCIL
HELD MONDAY NOVEMBER 15, 2010 AT 4:15 PM
BOARDROOM - NEW WESTMINSTER CAMPUS**

1. ROLL CALL:

Members Present:

Deb Anderson (Vice Chair)
Thor Borgford
Catherine Carlson
Kathy Denton
Ron de Villa
Gretchen Goertz
Gerry Gramozis
Leon Guppy
Bruce Hardy
Maria Iaquina
Ted James (Ex-Officio)
Marina Kolar
Aiko Lim
Scott McAlpine (Ex-Officio)
Elizabeth McCausland (Chair)
Debbie McCloy
Tyson McKrae
Zaheeda Merchant
Gary Tennant
Robin Wylie
Kate Yoshitomi
Jo-Anne Bilquist (Secretary)

Regrets:

Guests:

Pauline Chow
Blair Fisher
Lianne Johnston
Brian Storey
Dana Wakabayashi

The Chair welcomed new Education Council member Ron de Villa, representing Commerce and Business.

The Chair also noted that Peter Kendrick, Board Representative, will be attending his final meeting tonight. He has resigned from EdCo due to other commitments. The Chair thanked Peter for his service and contributions as part of Education Council.

2. APPROVAL OF THE AGENDA

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

3. APPROVAL OF OCTOBER 18, 2010 MINUTES

The Chair noted that we do not need to give formal feedback on the CurricuNet presentation as it was an information item only. Any further feedback can be forwarded directly to Paul O'Connor.

The October 18, 2010 Minutes were approved.

4. BUSINESS ARISING FROM THE MINUTES

4.1 BPEC Program Revision – Addition of Co-op Designation

Brian Storey and Dana Wakabayashi were invited to speak to this item.

Responding to a question, Brian outlined the difference between a co-op and a practicum, indicating that a co-op is paid work, where a practicum is an academic credit. The co-op piece would not replace a practicum placement, but would be an optional designation in addition to the practicum experience.

Dana confirmed that the co-op requirements outlined in the proposal are consistent with national practice, the standard being a minimum of 420 hours over a 4 month period, and maintaining a 3.33 GPA. The requirements are consistent with other co-op options at the college.

There being no further discussion,

MOVED by T. McKrae; SECONDED by R. de Villa,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted proposal for BPEC Program Revision – Addition of Co-Op Designation.

The Motion was CARRIED.

4.2 Academic Calendar 2011/2012

The Chair reviewed for members that under the *College and Institute Act*, Education Council provides advice to the Board or Senior Management Team on the setting of the academic schedule.

Ted James was invited to speak to this item.

The first topic of discussion regarding the new calendar was around the February break; whether to change from a two-day to a one-week break, and the placement of the break. There was much input as to the timing of the break, whether before or after mid-terms and how this would impact students and staff. T. James indicated that part of the impetus for this consideration was the worthwhile results following the imposed break for last year's Olympic Games, and that students did, in fact, use the break to better prepare themselves. Consensus was in favour of the longer break, that the purpose of the break is meant as a study break for students, and a substantial minority felt that the break should be scheduled one week later than originally proposed.

Also discussed was the proposal of an earlier registration date, to bring Douglas College more in line with other colleges in terms of recruitment. T. James indicated that the date currently being considered is June 23rd, which is one month earlier than past practice; this would be the earliest without causing major operational issues. Members agreed that they support an earlier registration date; the Chair will forward operational concerns of the FECs/DECs to SMT as part of this advice.

Members asked to be copied on the advice forwarded on behalf of Council.

4.3 Curriculum Committee Recommendations

The Chair noted that the OADM guidelines were inadvertently excluded from the Action Requested paragraph of the Recommendations, and assured members that the error would be rectified.

There was unanimous consent to Short-cycle the Motion to approve the Curriculum Committee recommendations as presented.

MOVED by B. Hardy; SECONDED by T. McKrae,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted guidelines for: HORM 2310, HORM 2415, HORM 2445, MARK 4390, OADM 1451, OADM 1452, OADM 1453, EASL 0150, EASL 0160, EASL 0260, EASL 0265, EASL 0275, EASL 0376, GEOG 1100, GEOG 1190, GEOG 2212, GEOG 2270, SPSC 1151, SPSC 1314.

The Motion was CARRIED.

4.4 Admissions and Language Competency Committee Recommendations

There was unanimous consent to Short-cycle the Motion to approve the Admissions and Language Competency Committee recommendations as presented.

MOVED by G. Tennant; SECONDED by R. de Villa,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted recommendations for revision to admission criteria for Dispensing Optician program, to introduce admissions criteria for Post-Baccalaureate Diploma in Mathematics and Science Teaching, and revisions to admissions criteria for Bachelor of Physical Education and Coaching.

The Motion was **CARRIED**.

4.5 Policy Items

Policies for Review:

Audit Policy

Program Advisory Committee Policy

Credentials Policy

Ted James was invited to speak to this item.

T. James reminded members that there are two avenues for policy to come up for review; a) a change to a policy is suggested, and b) the policies come up for review on a scheduled rotation. Ted indicated that item 5.4 Credentials Policy can be added to this list.

The College community is asked to send suggestions for revision of these policies to Jo-Anne Bilquist by December 31st.

5. NEW BUSINESS

5.1 Memo re Fire Drills

The Chair noted that this item has been mentioned at SMT, and the response was receptive. The Chair asked that this item be tabled until next meeting.

5.2 Animal Health Technology – Continuance Requirements

The Chair outlined the particular sections of the proposal that fall under Education Council’s mandate to approve, though she does think it is beneficial for members to see the whole requirement process.

Pauline Chow was invited to speak to this item.

Pauline advised, as stated in their program rationale, that the program must also answer to an external accredited body, so the student competencies must be up to that standard. The passing grade of C reflects those expectations. A member raised a question around the term “probation”, and discussion followed. It was suggested that perhaps some clarification around the wording would be helpful, as well as with the section around withdrawals and transferring.

A query about the fairness of a student who failed just one course being required to repeat an entire semester of courses prompted discussion around the possibility of challenging some of the courses rather than repeating, and discussion around the program’s use of percentage grades as opposed to letter grades and grade point averages. Members noted that can become problematic when there are external accreditation bodies involved.

Other suggestions for clarification around missing tests/exams and allowances for rewrites were mentioned.

The Chair indicated that most of the questions posed are around clarification rather than objections. She offered that she and T. James can work with Pauline to adjust the language so that the intention is clear.

ACTION: T. James and E. McCausland will work with Pauline Chow on the language contained in this proposal.

5.3 Music Technology Program: Certificate

Blair Fisher was invited to speak to this item, along with Interim Dean Meg Stainsby.

Blair explained that this program was originally packaged as a Bachelor’s degree, which was not accepted by the Ministry, and was suggested to be reworked as a one year certificate in music technology. While they hope to go back to the idea of a degree program eventually, with huge changes in the music production

business and a trend toward self employment, this very current program would still be an asset for students.

Responding to a question, Blair indicated that this program is for literate musicians, modeled after the McMaster music degree, noting that there is no other program like it offered in the lower mainland in public education. He noted that the greatest competition comes from private institutes, which are more expensive. Asked where students would go once they've completed this program, Meg Stainsby responded that they are working to articulate the courses, though at present there is no transfer credit. One pathway could be into the fourth year collaborative Bachelor in Performing Arts degree, which Douglas is developing along with Langara, Capilano and VCC. Discussion around the class size limitations revealed that because of the hands-on nature of the course and the capacity of current lab facilities, the enrolment limit must be set at 16 students, though the program could run with 12.

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

5.4 Review of Credentials Policy - Request for Referral to Policy Committee

The Chair explained that a suggestion was received that the College consider creating a credential category for an Advanced Certificate designation. The Chair indicated that the policy could be referred to the Policy Committee for an overall review as there were a number of outstanding issues.

There being no further discussion,

MOVED by K. Denton; SECONDED by B. Hardy,

BE IT AND IT WAS RESOLVED:

THAT Education Council refer the Credentials Policy to the Policy Committee for review.

The Motion was CARRIED.

6. REPORTS

6.1 Report from the Chair

E. McCausland reported that she attended the Education Council Chairs meeting in Victoria. She noted that the Ministry liaison that attended the meeting did speak to the current degree moratorium; he indicated that although colleges and

universities are under different ministries, civil servants will continue to do things the way they have been around issues such as degree approval and articulation.

6.2 Report from the President

S. McAlpine echoed the Chair's comments, indicating that the mandate of the college to continue to offer applied degrees is not at risk, so we are proceeding with implementation of the Strategic Plan. He indicated he's received many emails wondering what the development of these 2 new ministries will mean, and he has been assured that the Ministry is on board with regard to student mobility, learner pathways, and transfer between institutions.

The President also advised that he's just returned from China, where college faculty presented papers on urban development.

He reminded members of the upcoming November 19th presentation by Gail Edwards on Douglas Day.

Lastly, the President indicated that he is encouraged by the positive reaction to the proposal of an earlier registration date, and thanked members for positive discussions around learner pathways.

6.3 Report from the Board Representative

There is no report.

6.4 Report from the Secretary

J. Bilquist noted that the December meeting, and therefore all related due dates, are one week earlier (ie the meeting will be the 2nd Monday of the month on Dec 13th, agenda is finalized on Nov 30th, and document due date is Dec 2nd). All due dates are properly noted on the schedule posted on the EdCo website, and previously distributed to members.

6.5 Report from the Curriculum Committee

There is no report.

6.6 Report from the Standing Committee on Admissions and Language Competency Standards

There is no report.

6.7 Report from the Educational Excellence Committee

G. Gramozis indicated that the nomination deadline for the Education Excellence Award is December 14th, 2010. Gerry noted that the form has been updated, and invited members to take a copy of the updated form from the side table. The form is also available on the Education Council webpage.

6.8 Report from the Standing Committee on Educational Policies

T. James reported that they are currently working on bringing the bylaws up to date.

6.9 Report from the Academic Signature Committee

There is no report.

7. OTHER BUSINESS

8. NEXT MEETING

December 13, 2010 at 4:15 pm in the Boardroom (4920), New Westminster Campus

9. ADJOURNMENT

Moved by K. Denton; Seconded by T. McKrae that the meeting be adjourned. The meeting adjourned at 6:15pm.

Chair

Secretary