



**MINUTES OF A MEETING OF EDUCATION COUNCIL
HELD MONDAY OCTOBER 18, 2010 AT 4:15 PM
BOARDROOM - NEW WESTMINSTER CAMPUS**

1. ROLL CALL:

Members Present:

Deb Anderson (Vice Chair)
Thor Borgford
Catherine Carlson
Kathy Denton
Gretchen Goertz
Gerry Gramozis
Leon Guppy
Bruce Hardy
Maria Iaquina
Marina Kolar
Aiko Lim
Elizabeth McCausland (Chair)
Debbie McCloy
Tyson McKrae
Gary Tennant
Robin Wylie
Kate Yoshitomi
Brenda Walton (for Ted James)
Jo-Anne Bilquist (Secretary)

Regrets:

Ted James (Ex-Officio)
Peter Kendrick (Board)
Scott McAlpine (Ex-Officio)
Zaheeda Merchant

Guests:

Steven Bishop
Keith Ellis
Cheryl Jeffs
Bruce Kadonoff
Paul O'Connor
Janice Rempel
Pam Tetarenko

The Chair noted regrets from President S. McAlpine, who is out of country on College business. She also informed members that Don Valeri, Commerce and Business Rep, has submitted his resignation to 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 MINUTES

An error was noted in the spelling of a guest's name; the error was subsequently corrected.

The September 20, 2010 Minutes were approved as amended.

4. BUSINESS ARISING FROM THE MINUTES

4.1 Essential Skills Program (Training Group Certificate)

Pam Tetarenko and Janice Rempel were invited to speak to this item.

The Chair noted that feedback from Student Development was included in the Agenda Package. K. Yoshitomi reiterated that her FEC has serious concerns about the program.

In response to a question, the Chair reminded members of the governance process for approval of non-credit programs. She reminded members that Education Council is responsible for approving the content of the program and curriculum and ensuring that college-wide consultation has occurred, just as for credit programs. The Chair explained that a non credit program can often be running well prior to going through the governance process to create a credential.

G. Tennant commented that CFCS was consulted because there is some similarity between this program and the Career Development programs offered by CFCS Continuing Education. CFCS and the Training Group determined there was not overlap, but would be opportunity for students to ladder between these programs.

Following discussion around the need for some framework with regard to which non credit programs seek a college certificate, K. Denton indicated that VPAC plans on reviewing approval processes in the near future.

R. Wylie indicated that he is removing himself from voting on this item due to a conflict of interest.

There being no further discussion,

MOVED by T. Borgford; SECONDED by A. Lim,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted proposal for Essential Skills Practitioner Certificate Program.

The Motion was CARRIED.

And,

MOVED by G. Tennant; SECONDED by B. Hardy,

BE IT AND IT WAS RESOLVED:

THAT Education Council recommend that the Board establish the credential Certificate in Essential Skills Practitioner.

The Motion was CARRIED.

4.2 Post-Baccalaureate Diploma in Mathematics and Science Teaching

Bruce Kadonoff was invited to speak to this item.

There being no further discussion,

MOVED by G. Gramozis; SECONDED by T. McKrae,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted proposal for Post Baccalaureate Diploma in Mathematics and Science Teaching.

The Motion was CARRIED.

And,

MOVED by R. Wylie; SECONDED by B. Hardy,

BE IT AND IT WAS RESOLVED:

THAT Education Council recommend that the Board establish the credential Post Baccalaureate Diploma in Mathematics and Science Teaching.

The Motion was CARRIED.

4.3 Curriculum Committee Recommendations

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

MOVED by R. Wylie; SECONDED by T. McKrae,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted guidelines for:

CYCC 2460, ECED 2421, PNUR 1201, PNUR 1221, PNUR 1230, PNUR 1250, PNUR 1261, PNUR 2301, PNUR 2351, PNUR 2401, PNUR 3171, PNUR 4573, PNUR 4574, PNUR 4585, ANTH 2193, PSYC 3315, PSYC 3341, PSYC 4375, PHIL 4706, ENGL 1130, ENGL 2313, BERM 1100, BERM 1110, BERM 1120, BERM 1130, BERM 1140, BERM 1205, BERM 1215, BERM 1225, BERM 1235, BERM 1245, MATH 1102, MSTE 5110, MSTE 5120, MSTE 5130, MSTE 5210, MSTE 5220, MSTE 5230, ESKL 1000, ESKL 1100, ESKL 1200, ESKL 1300, ESKL 2300, ESKL 2400.

And the withdrawal of: CMNS 1105, ENGL 2314.

The Motion was CARRIED.

5. NEW BUSINESS

5.1 Policy Variance Request re Bachelor of Science - Nursing

Kathy Denton was invited to speak to this item.

Kathy informed members that revision of the Nursing program has become a priority; they are planning the enormous task of revising the entire 4 year degree program. They would like to approach the task in steps, starting with revising the structure. They are asking for a variation of the internal process, so that pieces of the program can be approved as required, instead of the entire process having to wait for the slowest piece. The goal is to speed up the process, not to remove or change any steps. The final revision will have to go through DQAB.

The Chair also indicated that, although there is a process in place for revising non-degree programs, there is no clear process for degree revision. The Chair indicated that this will be addressed in a policy revision.

There was unanimous consent to Short-cycle the Motion to approve the requested variance.

MOVED by B. Hardy; SECONDED by D. McCloy,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the Policy Variance Request regarding revision to the Bachelor of Science – Nursing Program.

The Motion was CARRIED.

5.2 Curricu-Net Software Presentation

Paul O'Connor was invited to share a presentation on the Curricu-Net Software.

Paul explained that this software is web based, it holds curriculum guideline information in the database, and provides a mechanism for gaining curriculum and program approval. Paul guided members through a series of screen shots outlining the process.

The Chair indicated that in her role as Curriculum Committee Chair she fields many of the same questions around curriculum guidelines repeatedly, and based on demonstrations of this software, it would bring clarity to the curriculum guideline development process. The program could also allow for broader consultation without increasing the workload of those trying to create the program.

Members raised questions around the cost, length of contract, whether we could pilot the program, and whether we can extract our data if we choose to end our contract with the providers.

The Chair reminded members that the decision whether to move forward with this software does not fall to Education Council, though our feedback is important in the decision process.

K. Denton advised that this is early in the process and consultation will occur in different places. Other local groups using the software such as SFU and Capilano College will be consulted as well.

5.3 Name Change – Career Practitioner CE Certificate Program

Cheryl Jeffs was invited to speak to this item.

There was discussion with regard to the current trend of moving away from credential names referring to the “person” rather than the field of study. The Chair responded that the streamlining of credential names is currently underway, and all the names needing adjustments would be dealt with as a group.

There being no further discussion,

There was unanimous consent to Short-cycle the Motion to approve the name change and recommend that the Board establish the amended credential.

MOVED by B. Hardy; SECONDED by M. Kolar,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the name change from Certificate in Career Development Practitioner 180 Hours to Certificate in Career Development Practitioner.

The Motion was CARRIED.

And,

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

BE IT AND IT WAS RESOLVED:

THAT Education Council recommend that the Board withdraw the credential Certificate in Career Development Practitioner 180 hours and establish the credential Certificate in Career Development Practitioner.

The Motion was CARRIED.

5.4 BPEC Program Revision – Addition of CoOp Designation

Science and Technology Dean Thor Borgford was invited to speak to this item, in Brian Storey's absence.

Thor indicated that the Co-Op piece is just an addition to the program, that the requirements of the degree are the same. It is an opportunity for students to gain some work experience. Members were unclear how this would differ from the field work already included in the program; Thor indicated Brian Storey would be better able to answer that question next meeting.

B. Walton noted that Co-Ops can only be taken after the 1st, 2nd and 3rd years; they cannot be the last thing a student does prior to graduation, so cannot be taken following the 4th year.

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

5.5 Certificate in Building Energy & Resource Management

Keith Ellis and Steven Bishop were invited to speak to this item.

The Chair noted that this is a non credit CE program. Keith indicated that funding had been received through a grant, to develop the curriculum and create a program unique to BC. The program began in September, and is currently offered as a full time program, with part time a possibility in future. Responding to a query regarding funding for library resources pertinent to this program, T. Borgford indicated that it would be premature at this stage until it is determined whether the program will fill and expand as expected.

There was unanimous consent to Short-cycle the Motion to approve and recommend that the Board establish the credential.

MOVED by G. Goertz; SECONDED by G. Tennant,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted proposal for Certificate in Building Energy and Resource Management.

The Motion was CARRIED.

And,

MOVED by T. McKrae; SECONDED by K. Yoshitomi,

BE IT AND IT WAS RESOLVED:

THAT Education Council recommend that the Board establish the credential Certificate in Building Energy and Resource Management.

The Motion was CARRIED.

5.6 Academic Calendar 2011/2012

The Chair explained that it is one of EdCo's responsibilities to provide advice on the Academic Calendar.

The Chair noted that there is an additional side table document with regard to this item. The document advises that SMT is currently investigating the possibility of registration dates in the calendar changing to significantly earlier dates.

Discussion ensued, with members learning that Douglas College may be losing out on potential student enrolment due to late registration dates, with students being able to confirm registration earlier at other institutions. As well, it was noted that earlier registration may help mitigate long wait lists by enabling the College to plan for additional courses as needed.

Brenda Walton noted one small error in the Calendar, under the heading FALL SEMESTER 2011, the Dec 7 entry should read "Student Services, Financial Aid, Office for New Students, and Registrar's offices closed at 12:30pm (Re-open on Dec 8th).

ACTION: Please refer this item to your constituency groups for feedback and advice.

6. REPORTS

- 6.1 Report from the Chair
There is no report.
- 6.2 Report from the President
There is no report.
- 6.3 Report from the Board Representative
There is no report.
- 6.4 Report from the Secretary
There is no report.
- 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
There is no report.
- 6.8 Report from the Standing Committee on Educational Policies
There is no report.
- 6.9 Report from the Academic Signature Committee
There is no report.

7. OTHER BUSINESS

- 7.1 Concept Papers
 - a) **Bachelor of Arts Degree in Applied Psychology**
 - b) **Douglas College/Thompson Rivers University – Open Learning Bachelor of Arts Degree in Psychology**The Chair asked members to alert their constituents to these concept papers.

8. NEXT MEETING

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

9. **ADJOURNMENT**

Moved by **K. Denton**; Seconded by **T. Borgford**, the meeting adjourned at 6:00 pm.

Chair

Secretary