

**MINUTES OF A MEETING OF EDUCATION COUNCIL
HELD MONDAY, DECEMBER 18, 2017 AT 9:00AM
Room 4920, NW Boardroom/Room B2100, COQ Campus**

1. ROLL CALL:

Members Present:	Regrets:
Thor Borgford	Cecil Klassen
Ivanna Cikes	
Manuela Costantino	
Paolo De Leon	Guests:
Kathy Denton (<i>Ex-Officio</i>)	Lawrence Becker
Karla Gronsdahl	Christine Dewar
Prabh Hundal	Morna Fraser
McKenzie Hutchison	Arsineh Garabedian
Olga Kalachinskaya	Bruce Kadonoff
Christine Kerr	Allan Majdanac
Edith Kirkpatrick	Brian Parker
Weissy Lee	David Waddington
Rod Midgley	
Rella Ng (<i>Ex-Officio</i>)	
Jasmine Nicholsfigueiredo (<i>Chair</i>)	
Jenny Shin	
Wesley Snider (<i>Ex-Officio</i>)	
Marni Westerman	
Marsha Wilson	
Andria Wrench	

Bette Cavanagh (Recorder)

2. APPROVAL OF THE AGENDA

The Chair asked members to approve a fluid Agenda; Council agreed and the Agenda was re-ordered and approved with the following amendment:

- The Chair added side table item *5.6 Board Policies* to New Business at the request of K. Denton.

Approved by consent.

3. APPROVAL OF MINUTES

The November 20, 2017 Education Council minutes were approved as amended.

4. BUSINESS ARISING FROM THE MINUTES

4.1. Program Revision: Associate of Science Degree – Environmental Science

D. Waddington spoke to the item and advised members of the modifications that were incorporated based on feedback.

Discussion ensued. K. Denton specified that the university block transfer credits must not exceed 60 credits.

ACTION: This agenda item will return for consideration of approval at the January 2018 meeting.

4.2. Program Revision: Graduate Diploma in Mathematics and Science Teaching

B. Kadonoff spoke to the item.

There being no further discussion,

Moved by M. Westerman; SECONDED by I. Cikes, THAT Education Council approve the Program Revision: Graduate Diploma in Mathematics and Science Teaching.

The Motion was CARRIED.

4.3. Program Revision: Engineering Foundations Certificate

A. Majdanac spoke to the item.

A member suggested that university transferable (UT) be specified in the Arts Elective field, "*Select one UT Arts elective course*".

K. Denton congratulated Allan on commendations she received on his work from one of the people he'd been working with at UBC.

There being no further discussion,

Moved by P. Hundal; SECONDED by M. Hutchison, THAT Education Council approve the Program Revision: Engineering Foundations Certificate.

The Motion was CARRIED.

4.4. Closure of Dental Assisting Program (Discussion and Feedback)

T. Borgford spoke to the recommendation brought last month of the intention to close the Dental Assisting Program and sought the groups feedback. Discussion arose from council on a variety of issues.

Concern was raised about consultation with the community and the potential for the community to be adversely affected. Issues of curriculum and accreditation were raised with some members wondering when the last review of the program was done and how outside approval bodies feel about the program. A member suggested that accreditation occurred in 2011.

The VP Academic stated that the curriculum has not been reviewed or brought through governance since 2002 and that part of the rationale for considering the closure is that faculty were not adhering to the curriculum or following the appropriate governance processes which puts the College at risk. Additionally, attrition is high, over one third of the class is not graduating, which is a very low success rate for such an expensive program.

Members asked whether we have received feedback about our graduates from professional practitioners. The VP Academic responded that the dentists hiring our CDA grads have spoken highly of them, however, there have been difficulties with the educational partners which has created strained relations over the past few years. If we are to continue – we have to start fresh with a full examination of the curriculum and the program.

A concern was raised about student information and referrals. The President confirmed that VCC is the public post-secondary institution that individuals will be referred to. Another member pointed out that UFV also provides dental programming.

Finally, questions were raised about the timelines for reviewing/revising the curriculum.

The feedback from Education Council will be consolidated by the Education Council Chair and brought back to Education Council for approval.

5. NEW BUSINESS

5.1 Department Name Change: Community Social Service Work (CSSW)

L. Becker spoke to the item.

Changing the department name to Social Work will reflect what is used elsewhere for institutions offering a Bachelor of Social Work degree. The last group of the CSSW diploma students will be finishing up in 2018. The Chair recommended that L. Becker contact the Registrar's Office and return in January with answers to the questions raised.

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

5.2 Program Revision: Diploma in Accounting

A. Garabedian spoke to the item.

The accounting department has revised the program to make it more relevant to current employer needs in the industry. The program now offers students a choice between two streams; BBA and ACAF (Advanced Certificate in Accounting and Finance) stream. Even though both BBA and ACAF stream ladder seamlessly into the BBA Accounting program, the ACAF stream offers an exit for students seeking job ready skills to seek employment in intermediate level accounting positions.

A. Garabedian was requested to check with the Registrar's Office to verify that the Date of First offering, May 2018, is achievable.

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

5.3 Program Proposal: Post-Degree Diploma in Business Law

B. Parker spoke to the item.

B. Parker advised that our proposed Business Law PDD does not exist at any post-secondary institution in BC, but the University of Alberta and Ryerson University have created highly successful streams in Business Law studies within their respective Bachelor of Commerce programs. This PDD program is expected to attract businesspeople interested in (or currently working in) employment roles in which knowledge of business law and contract drafting/interpretation skills are especially pertinent. As well, this PDD program would be appealing to students who aspire to attend law school in the future.

There being no further discussion,

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

5.4 Program Revision: Certificate in Performing and Fine Arts

C. Dewar spoke to the item.

The revision of this Certificate reflects increased PEFA course offerings, widens the number of elective courses in the various related disciplines of the performing and creative arts (stagecraft, music and theatre) and makes the English requirement more flexible.

Members queried the removal of the English Drama course. A member asked if both English 1114 and 1115 could be part of the list of courses as they focus on Fine Arts. The presenter agreed with the suggestion of adding more English courses.

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

5.5 Program Proposal: Minor in Financial Services

M. Fraser spoke to the item.

The Financial Services Minor would offer students completing other degrees at Douglas College, the possibility of selecting their eight elective courses so that they would be positioned to write the industry exams such as the Certified Financial Planner (CFP) designation, or the Chartered Financial Analyst (CFA). These are both internationally recognized designations that pave the way for student to fast track into financial advising roles the financial services industry.

It was requested that M. Fraser consult with the Psychology Department and how this fits with in with them and to also contact the Registrar's Office to verify the Date of First offering before the item comes back in January.

There being no further discussion,

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

5.6 Board Policies

K. Denton spoke about two of the Board's 1994 outdated policies, Douglas College Mission Statement and Douglas College Goals. With the implementation of the Strategic Plan these policies have become redundant. The Board wants to review their policies. She is seeking Education Council's advice on the Board's decision to rescind these two policies.

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

6. STANDING COMMITTEE ITEMS

6.1 Curriculum Items

a) Curriculum Committee Recommendations

Ivanna Cikes spoke to the Curriculum Committee's review of 46 curriculum guidelines: 17 new, 4 revised and 25 withdrawn curriculum guidelines.

She advised that it would be helpful to the committee if every course is entered individually. ACCT 4180 was also approved, but will need to be added to the report.

There being no further discussion,

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

MOVED by M. Wilson; SECONDED by E. Kirkpatrick, THAT Education Council approve the submitted new guidelines for: BUSN 3312, BUSN 3314, CRWR 1234, ENGU 0150, ENGU 0200, HEAR 2100, HEAR 2101, HEAR 2111, HEAR 2112, WHTP 0101, WHTP 0102, WHTP 0103, WHTP 0104, WHTP 0105, WHTP 0106, WHTP 0100, BCHP 400, the revised guidelines BUSN 4500, ACCT 3880, ACCT 4180, SPSC 5397 and approve the withdrawal request for: APSC1110, OADM 1106, OADM 1107, OADM 1108, OADM 1115, OADM 1116, OADM 1117, OADM 1121, OADM 1152, OADM 1222, OADM 1228, OADM 1238, OADM 1239, OADM 1242, OADM 1245, OADM 1256, OADM 1322, OADM 1338, OADM 1339, OADM 1345, OADM 1347, OADM 1356, OADM 1400, OADM 1401, OADM 1219.

The Motion was CARRIED.

6.2 Policy Items

a) Revision of Program Advisory Committees Policy

J. Nicholsfigueiredo and A. Wrench spoke to the item.

There being no further discussion,

Moved by M. Westerman; SECONDED by M. Wilson, THAT Education Council approve the revisions of the Program Advisory Committees Policy.

The Motion was CARRIED.

7. REPORTS

7.1 Report from the Chair

J. Nicholsfigueiredo spoke to her written report of November 20, 2017.

7.2 Report from the President

K. Denton reported that they are busy with the 2018/19 budget process and the upcoming rollout of the budget newsletter and forums. She acknowledged the focussed work of the Deans and Directors on identifying what they need and screening out what might be a want by using a long-term sustainability approach and a strategic lens.

7.3 Report from the Vice President, Academic & Provost

T. Borgford reported on a successful site visit by DQAB in early December and commended Rachael Newton and Ralph Ferens on an extraordinary job.

CBA is currently on the threshold of putting the next submission forward, a BBA in Marketing and Minor in Economics. T. Borgford is very impressed with the department.

7.4 Report from the Board Liaison

W. Snider advised that we received good news from the Ministry that we will have the three College Board vacancies filled by new members in January.

7.5 Report from the Secretary

The next deadline for Agenda submissions for the January 22, 2018 meeting is Wednesday, January 10th 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, January 10th at 9:00 a.m. Please remind your FECs of this date and time.

7.7 Report from the Educational Excellence Committee

E. Kirkpatrick reported on the upcoming deadlines for nomination submissions.

7.8 Report from the Committee on Admissions & Language Competency Standards

There was no report.

7.9 Report from the Committee on Educational Policies

A. Wrench provided that the Committee is currently working on the Appeals policy.

7.10 Report from the Committee on International Education

M. Westerman advised that the meeting is set to proceed January 2018.

8. OTHER BUSINESS

Elections for Education Council will be occurring in 2018. Members from CFCS, CBA, Learning Resources, a Member at Large and one staff position will be completing their term.

9. NEXT MEETING

Monday, January 22, 2018 at 9:00 am in Room 4920, New Westminster Boardroom and Room B2100 Coquitlam Campus.

10. ADJOURNMENT

MOVED by P. Hundal; SECONDED by R. Midgley, that the meeting be adjourned.

The Motion was CARRIED.

The meeting adjourned at approximately 10:57 a.m.

Chair

Secretary