

**DOUGLAS COLLEGE
MINUTES OF A MEETING OF EDUCATION COUNCIL
HELD MONDAY, FEBRUARY 16, 2004 AT 4:15 P.M. IN THE BOARD ROOM
NEW WESTMINSTER CAMPUS**

1. ROLL CALL

Members Present:

Trish Angus (Non-Voting)
Heather Barnes
Kevin Barrington-Foote
Marilyn Brulhart
Laura Byrne (Vice Chair)
Colin Campbell
Rosilyn Coulson
Debra Flewelling
Kuros Gadareh
Ted James
Fran Johnson
John McKendry
Susan Meshwork (Chair)
Yvonne Mostert (A/Secretary)
Arlene Patko
Graham Rodwell
Janice Spencer
Susan Witter (Ex Officio)

Regrets:

Ann Kitching
Elsie Neufeld
Mike Ouellet
Brenda Pickard (Secretary)

Guests:

Ray Chapman
Yasmin Irani

2. APPROVAL OF THE AGENDA T. Angus requested time on the agenda to make an announcement. The agenda was approved as circulated.

3. APPROVAL OF THE JANUARY 19TH, 2004 MINUTES The Minutes were approved as circulated.

T. Angus reminded members to make students aware that nominations for representation on Education Council are due February 20, 2004. Each campus has two representatives for a one year term. Elections will follow if required.

4. BUSINESS ARISING FROM THE MINUTES

- 4.1 Memo from the Child and Youth Care Counsellor Program: The Chair introduced R. Chapman and asked if there was any further feedback to the proposed changes.

There being no further feedback:

MOVED by G . Rodwell, SECONDED by C. Campbell,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the changes to the Child and Youth Care Counsellor Program.

The Motion was CARRIED.

- 4.2 Mechanism for Education Council to advise the Board regarding pedagogical impacts of budgetary and planned change issues: The Chair circulated an addition to the process in Section #3 of the Budget and Planned Change Advisory Committee. The Chair provided rationale to the addition and some discussion ensued. Some members felt the process was unclear and questioned issues of pedagogy; could be perceived as a deep territory to get involved in; a member suggested to expand pedagogy to include but not limit to program viability, curriculum development. L. Byrne noted that it is important that criteria defining pedagogy be established by the Advisory Committee. The Chair agreed to work on the language and place the item on the March agenda.
- 4.3 Ad Hoc Committee on Grading Practices: The Chair advised members that Council had already approved the Terms of Reference. This item was placed on the agenda as a reminder to canvas FECs for volunteers to sit on this Committee. Please send names directly to either S. Meshwork or B. Pickard.

ACTION Please take this to your constituency groups.

- 4.4 Course Renumbering: **T. Angus reminded members that the templates assigning the new numbers to courses are due in the Registrar's Office by February 24, 2004. All Deans have received the templates.**
- 4.5 Applied Degree Standards Committee: Tabled until March meeting with the Program Approval Policy. Work in progress. No report.
- 4.6 Admission and Language Competency Committee Recommendations:

There was no report.

4.7 Curriculum Committee Recommendations:

- a) C. Campbell reported that EASL 350 had been omitted in the list of submitted curriculum guidelines for approval. L. Byrne questioned the reduction of class size in CHEM 310/410 from 36 to 18 students. C. Campbell confirmed that this change was to accommodate the CHEM 310/410 laboratory.

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

MOVED by J. Spencer; SECONDED by R. Coulson,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted curriculum guidelines for CHDA 118, PEFA 101, PEFA 102, PEFA 116, PEFA 136, WSGR 100, WSGR 101, STGE 380, EASL 150, EASL 160, EASL 250 EASL 260, EASL 360, EASL 450, STSU 115, STSU 120, INTR 1290, CFCS 1101, CFCS 1110, CFCS 1121, CFCS 1130, CFCS 1220, CFCS 1211, CFCS 2330, CFCS 2333, CFCS 2410, CFCS 2450, YJWD 1100, YJWD 1200, YJWD 1220, YJWD 1240, YJWD 2300, YJWD 2340, CYCC 1141, CYCC 1220, CYCC 1240, CYCC 2211, CYCC 2440, CYCC 2450, GEOL 130, CHEM 310, CHEM 315 and, CHEM 410.

and,

That Education Council approve the withdrawal of TRT 100, TRT 101, TRT 102, TRT 103, TRT 201, TRT 202, TRT 212, TRT 215, TRT 217, TRT 281, TRT 302, TRT 304, TRT 315, TRT 327, TRT 381, TRT 403, TRT 404 and, TRT 421.

The Motions were CARRIED.

- b) BOE Option, Name Change: The Chair noted that this item was on the agenda because the BOE citation name change had not been approved by Education Council in 2000 as it should have been. B. Logelin (BOE) has requested that Education Council short-cycle the motion for approval.

There was unanimous consent to short-cycle the Motion to approve the BOE Option Name Change.

MOVED by T. James; SECONDED by A. Patko,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the name change for the BOE Citation to read: Retail and Business Services.

The Motion was CARRIED.

MOVED by H. Barnes; SECONDED by M. Brulhart,

BE IT AND IT WAS RESOLVED:

THAT Education Council recommend the name change for the BOE Citation to the College Board.

The Motion was CARRIED.

B. Pickard will forward the motion to M. Murray, Executive Secretary to the College Board.

5. NEW BUSINESS

- 5.1 Basic Musicianship Program changes: The Chair read out the motion to short-cycle the Basic Musicianship Program changes.

K. Barrington-Foote responded to a number of concerns/questions raised by members. Why short-cycle the motion; can students choose any two courses in EASL or DVST; is a closed program sensible?; is the new ENGL requirement a threshold ?; this change may encourage students to take lower level ENGL classes; one member asked if there would be a change in course load?

K. Barrington-Foote said no. There being no further feedback:

MOVED by K. Barrington-Foote; SECONDED by F. Johnson,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the motion to short-cycle the Basic Musicianship Program changes.

The Motion was **DEFEATED**.

2 FOR
12 OPPOSED
1 ABSTENTION

M. Brulhart offered to meet with K. Cernauskas to discuss the levels of EASL.

ACTION **The motion will be re-written to identify the level of EASL and/or DVST courses and will be submitted as a Notice of Motion at the March meeting.**

5.2 Learning First - Foundation Experience:

T. James provided an overview for the discussion paper. He noted the concepts are broad to promote discussion as part of the current development of a new strategic academic plan for Douglas College. This paper was also generated at the request of the Enrollment Management Committee and recommendations from the Student Success Task Force to encourage discussions college-wide for the enhancement of student learning. This feedback could feed into the Strategic Academic Plan document in June. T. James encouraged colleagues to look at the websites referenced in the document.

Member requested that the document be placed on the College website. T. James agreed to contact CEIT.

ACTION **Please take this to your constituency groups for feedback in March.**

6. REPORTS

6.1 Report from the Chair

The Chair reported that she had attended two ACCC Symposiums, "Mobilizing for Student Success: An Institutional Responsibility" and "Trends, Shifts and Cliffs: Program Renewal in Colleges & Institutes". The Chair added she had met many participants across Canada who provided her with a different view/perspectives on how Senior Management deals with issues of budgets and program cuts. The Chair also encouraged members to read the Post Secondary Accountability Framework Report.

6.2 Report from the President

The President reported that the public post secondary environment is moving through constant change. This change is fueled by shifts in public policy, changes

in mandate of public institutions, labour market changes that affect enrollment, competition facing all of us and the changing priorities of the Ministry of Advanced Education. The President also noted that the College is well into the development of a new Strategic Academic plan. The Board should be receiving a draft plan in June in order for the College to be ready for new program initiatives a year from now.

Members were encouraged to read the President's Report for other updates.

6.3 Report from the Board Representative

There was no report.

6.4 Report from the Secretary

S. Meshwork encouraged members to pick up the posters and nomination forms for the Douglas College Awards for Education Excellence 2004. Deadline for nominations is March 31, 2004.

6.5 Report from the Research Ethics Board

There was no report.

6.6 Report from the Standing Committee on Educational Policies

There was no report.

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

There was no report.

6.8 Report from the Educational Excellence Committee

There was no report.

6.9 Report from the Curriculum Committee

C. Campbell referred members to the timelines for submission of new and revised curriculum to the Curriculum Committee for the remainder of the 2004 academic year. **He requested that members circulate this information within their departments.**

ACTION

6.10 Report from the Education Technology Forum

There was no report.

7. NEW BUSINESS - For Information and Circulation

7.1 Self Funded Activities Policy (For information only)

7.2 Survey of Students in Open Enrollment Courses, Fall 2003

7.3 Duplication of item above

- 7.4 Administration Policy - Web Management
- 7.5 Administration Policy - Archives
- 7.6 Discussion Paper: College Vision and Academic Planning
(For discussion at the March meeting)

J. McKendry informed members that in the next budget funding will be available through a Program Development and a Scholars' Fund. Information regarding accessing these funds will be distributed to the Deans in the near future.

- 8. ADJOURNMENT Moved by F. Johnson, Seconded by M.. Brulhart, the meeting adjourned at 5:35 p.m.

_____ Chair _____ Secretary