

**MINUTES OF A MEETING OF EDUCATION COUNCIL
HELD MONDAY, MARCH 19, 2018 AT 9:00AM
Room 4920 NW Campus**

1. ROLL CALL:

| Members Present: | Regrets: |
|---|------------------------------------|
| Nathaniel Christopher | |
| Ivanna Cikes | Thor Borgford |
| Manuela Costantino | Prabh Hundal |
| Paolo De Leon | Kathy Denton (<i>Ex-Officio</i>) |
| Sarah Dench (<i>for Kathy Denton</i>) (<i>Ex-Officio</i>) | Cecil Klassen |
| John Fleming (<i>for Thor Borgford</i>) | |
| Karla Gronsdahl | |
| McKenzie Hutchison | |
| Olga Kalachinskaya | Guests: |
| Carrie Keen | Ken Anderson |
| Christine Kerr | Bill Archibald |
| Edith Kirkpatrick | Laura Dane |
| Weissy Lee | Ralph Ferens |
| Rod Midgley | Brian Parker |
| Rella Ng (<i>Ex-Officio</i>) | Simon Parker |
| Jasmine Nicholsfigueiredo (<i>Chair</i>) | Susan Oesterle |
| Jenny Shin | Kevin Richter |
| Wesley Snider | Brian Sugg |
| Marni Westerman | Dave Waddington |
| Marsha Wilson | Melanie Young |
| | |
| | Observers: N/A |

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 by consensus.

3. APPROVAL OF MINUTES

Education Council moved to defer the approval of the February 19, 2018 minutes to the April 23, 2018 meeting.

4. BUSINESS ARISING FROM THE MINUTES

4.1. Request for Variance to Residency Requirement BA Applied Psychology and BA Applied Psychology Honours Program

L. Dane spoke to the item.

The Registrar stated that a transition and communication plan is required by Psychology to address the current and future students in the program. The changes will be effective January 2019.

There being no further discussion,

Moved by M. Westerman; SECONDED by I. Cikes, THAT Education Council approve the Request for Variance: BA Applied Psychology and BA Applied Psychology Honours Program.

The Motion was CARRIED.

4.2. Program Revision: Geological Resources Diploma

D. Waddington spoke to the item.

The Chair will relegate the previous workflow stage back to D. Waddington to complete minor revisions.

There being no further discussion,

Moved by M. Costantino; SECONDED by W. Lee, THAT Education Council approve the Program Revision: Geological Resources Diploma.

The Motion was CARRIED.

4.3. Program Revision: Post-Degree Diploma Global Banking and Economics

K. Richter spoke to the item.

The Chair will relegate the previous workflow stage back to K. Richter to complete minor revisions.

There being no further discussion,

Moved by G. Stroppa; SECONDED by R. Midgley, THAT Education Council approve the Program Revision: PDD Global Banking and Economics.

The Motion was CARRIED.

5. NEW BUSINESS

5.1 Program Revision: Bachelor of Physical Education & Coaching Program (BPEC)

K. Anderson spoke to the item.

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

5.2 Program Revision: Associate of Arts Degree Program Guideline Changes

M. Young referred to item 5.2 a) included in the agenda package and provided an overview of the proposed changes for multiple AAs. The revisions include formatting cleanup, the updating of course titles and transcript titles for consistency, etc.

M. Young advised that neither SFU or UBC recognize the College's Creative Writing or Communications as a first year English course. This could require students to take an additional English course when they transfer. To address this, the AA degree will now require 3 credits of English. The Registrar stated that a transition and communication plan will be required from the AA Coordinator and that this change would need to be advertised for one year. The changes will be effective January 2019.

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

5.3 Program Revision: Associate of Arts (Limited Enrolment)

M. Young spoke to the item.

A member inquired about the term Limited Enrolment and suggested that perhaps the admission requirements may be better defined as "preferred" or "direct enrolment".

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

5.4 Program Revision: Associate of Arts – Gender, Sexualities and Women's Studies

M. Young spoke to the item.

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

5.5 Program Revision: Associate of Arts – Future Professional Pilots

M. Young spoke to the item.

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

5.6 Program Revision: Associate of Arts – Future Teachers

M. Young spoke to the item.

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

5.7 Program Revision: Associate of Arts – Environmental Studies

M. Young spoke to the item.

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

5.8 Program Revision: Associate of Arts – Asian Studies

M. Young spoke to the item.

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

5.9 Creation of Education Council *ad hoc* Committee to Review and Revise Faculty Education Committee (FEC) Terms of Reference

B. Sugg, B. Parker and B. Archibald spoke to the item.

B. Sugg and B. Parker explained the background rationale for bringing the motion to create an *ad hoc* Committee to review and revise the FEC Terms of Reference. The proposed committee would consist of one staff member, one student member, one administrator, three faculty members, the Education Council Chair and all current FEC Chairs (or elected designate).

Discussion ensued and various council members stated that their FECS work very well and that they do not see a need to strike an *ad hoc* committee. Other council members suggested that this was not about individual FECS but about supporting the creation of a committee to identify standardization and commonality among FECS.

The initiators emphasized that the motion is not about strict formalization but the need to identify best practices across FECS and to ensure FECs are operating within the legislated mandate.

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

5.10 Concept Paper Human Resource Management – Concentration

R. Ferens spoke to the item and provided an overview of the concept paper.

ACTION: Please refer this item to your constituency groups and direct feedback to Ralph Ferens.

5.11 Concept Paper Post-Degree Diploma Human Resource Management

R. Ferens spoke to the item and provided an overview of the concept paper.

ACTION: Please refer this item to your constituency groups and direct feedback to Ralph Ferens.

5.12 Program Revision: International Business Management Post-Degree Diploma

S. Parker spoke to the item and provided a summary of the proposed revisions.

The Registrar advised that the proposed changes would be effective January 2019.

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

5.13 Academic Dates and Deadlines 2018/19 Winter 2019 Study Break

R. Ng spoke to the item.

R. Ng advised that as a result of the NDP government's announcement to align the 2019 BC Family Day with other provinces, it was determined that the 2019 Winter Study Break would better align with the Family Day move. Additional changes would include shifting the February 2019 Graduation Ceremonies to that week.

There was unanimous consent to Short-cycle the Motion.

Moved by M. Wilson; SECONDED by E. Kirkpatrick, THAT Education Council approve the recommendation to approve the Academic Dates and Deadlines 2018/19 Winter 2019 Study Break.

The Motion was CARRIED.

5.14 Policy Revision Request: Grading Policy

R. Ng spoke to the item. Members provided their consent to the referral request.

ACTION: The Education Council Secretary will forward the Grading Policy request to the Policy Committee Chair.

5.15 Recommendation: Award of Distinction Educational Excellence (In Camera)

All guests and observers departed the meeting and members met in camera.

E. Kirkpatrick, Chair of the Educational Excellence Committee, spoke to the item.

There was unanimous consent to Short-cycle the Motion.

Moved by M. Costantino; SECONDED by R. Midgley, THAT Education Council ratify the recommendation of the Educational Excellence Committee as presented, and submit the recommendation to Senior Management Team (SMT) for approval.

The Motion was **CARRIED.**

6 STANDING COMMITTEE ITEMS

6.1 Curriculum Items

a) Curriculum Committee Recommendations

I. Cikes spoke to the Curriculum Committee's review of 51 curriculum guidelines. Education Council approved 29 curriculum guidelines. Seven (7) new curriculum guideline and 22 revised curriculum guidelines are recommended.

There being no further discussion,

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

MOVED by N. Christopher; SECONDED by E. Kirkpatrick, THAT Education Council approve the submitted new guidelines for BUSN 4720; MUSC 2316, 2416, 1206, 2312, 2412; PHYS 2250 and revised guidelines for MARK 3220; BUSN 3100, 3200, 3410, 3500, 4410; CSIS 3175; ACCT 3880; SPSC 1105; ASTR 1105; GEOG 1120; MUSC 1130, 1230, 2430, 3230, 4130, 3130, 4230, 2330; THRT 4701, 3601, 3710.

The Motion was **CARRIED.**

7 REPORTS

7.1 Report from the Chair

J. Nicholsfigueiredo spoke to her February 2018 written reports submitted to the College Board.

7.2 Report from the President

S. Dench spoke on behalf of the President and advised that the 2018/19 budget was approved at the March 15, 2018 Board meeting. She advised that DQAB has approved the revisions to the Bachelor of Science in Psychiatric Nursing but to date, there has been no news on the Bachelor of Business Administration in Management. She extended congratulations to the Men's Basketball Team for winning the Silver Medal at the CCAA Nationals and noted that Douglas College has been recognized as one of BC's Top Employers for the fifth consecutive year.

7.3 Report from the Vice President, Academic & Provost

J. Fleming spoke on behalf of the VP Academic & Provost and advised that T. Borgford would report out at the April meeting.

7.4 Report from the Board Liaison

W. Snider reported that the Board was very impressed with the DSU's recommendations for advice on the 2018/19 Budget. He commended their spirit of collegiality and their desire to work with Management to improve the College.

7.5 Report from the Secretary

The next deadline for Agenda submissions for the April 23, 2018 meeting is Wednesday, April 11th 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, April 11 at 9:00 a.m. Please remind your FECs of this date and time. The Committee anticipates receiving a significant number of submissions for approval in April and would appreciate receiving them as early as possible.

7.7 Report from the Educational Excellence Committee

There was no report.

7.8 Report from the Committee on Admissions & Language Competency Standards

There was no report.

7.9 Report from the Committee on Educational Policies

Christine Kerr advised that the committee is working on five policies.

7.10 Report from the Committee on International Education

M. Westerman spoke about welcoming new members to the committee.

8 OTHER BUSINESS

9 NEXT MEETING

Monday, April 23, 2018 at 9:00 am in Room 4920, New Westminster Boardroom and Room B2100 Coquitlam Campus (if required).

10 ADJOURNMENT

MOVED by G. Stroppa; SECONDED M. Westerman, that the meeting be adjourned.

The Motion was **CARRIED**.

The meeting adjourned at approximately 11:10 a.m.

Chair

Secretary