

**DOUGLAS COLLEGE**

**MINUTES OF A MEETING OF EDUCATION COUNCIL**

**HELD ON MONDAY, NOVEMBER 16, 1998 AT 4:15 P.M. IN THE BOARD ROOM**

1. ROLL CALL

**Members Present:**

Barbara Allen

Janet Allwork -Non-Voting (for  
M.Stainsby)

Lawrence Becker (Chair)

Paul Biscop

Georgina Ferguson

Darryl Flasch

Sandra Hochstein

Maria Iaquinta

Rashida Ismail (Secretary)

Dawn McDonald

John McKendry

Beverley Miller

Carole Nelson (Ex-Officio)

Susan Oesterle

Debbie Smith

Julie Roper

Jack Shehadeh

Joan Thomson

Brenda Walton -Non-Voting (for  
T.Angus)

Susan Witter (Ex-Officio)

**Regrets:**

Trish Angus

Al Atkinson

Kim Longmuir

Jim Sator

Meg Stainsby

**Absent:**

Rosanna Wijenberg

**Guests:**

Susan Greathouse

Carol Ebner Howorth

Wilma McCrossan

Adrienne Peacock

Tim Shireman

Sandi Strate

The Chair called the meeting to Order at 4:20 p.m.

2. APPROVAL OF THE AGENDA: The following items were added to the Agenda:

4.4. Report from the Matrix Committee; 5.5. Student Appeals Policy -- Letter from the Provincial Ombudsman; 5.6. Review of the Associate of Arts and Associate of Science Degrees; 5.7. Psychiatric Nursing -- Reduction in Credits; 5.8. IDST 104 Course; 7.5. 1999/2000 Program Profile Submission. **The Agenda was approved as amended.**

3. APPROVAL OF THE MINUTES OF THE OCTOBER 19, 1998 MEETING: The Minutes were amended as follows: Page 5, item 6.4. last sentence to read "November 16";

item 7. to read:

A7.1. Letter from MAETT dated August 31 re: Management Letter for C2T2

7.2. Newsletter from the BC Council on Admissions and Transfer, September, 1998

7.3. Article "Trends and Technology Shaping the Personal Computer Market", PC Magazine, September 22, 1998

7.4. Article "The virtues of virtual ed", Ross MacDonald

7.5. Article "We will not go Backwards" (part two) Groundwork

7.6. Learning Abstracts - "Conversations on Learning", Terry O'Banion and Mark K. Milliron. **The Minutes were approved as amended.**

4. BUSINESS ARISING FROM THE MINUTES:

4.1. Counselling Report: The Chair drew members' attention to the Notice of Motion presented at the October meeting requesting Council's endorsement of the Provincial Counselling Report (1998) on "Professional Counselling in the BC College, University-College and Institute System". **MOVED** by Barbara Allen, **SECONDED** by Paul Biscop

BE IT AND IT WAS RESOLVED:

**THAT Education Council endorse the study entitled "Professional Counselling in the BC College, University College and Institute System", as presented. CARRIED.**

4.2. General Studies Diploma: The Chair referred to the two Notices of Motion presented by the Task Force on the General Studies Diploma in June as options, and requesting Council **to vote in favour of one of the two motions**. The first motion listed a course of study consisting of 60 credits in a minimum of 20 courses, including a maximum of **9 credits in student development courses** as listed in the Douglas College Calendar under Educational Upgrading and College Preparatory courses. The Second motion listed a course of study consisting of 60 credits in a minimum of 20 courses, including a maximum of **15 credits in student development courses**, as listed in the Douglas College calendar under Educational Upgrading and College Preparatory courses.

Council also received and considered the three submissions from Developmental Studies recommending that Council vote for the 2nd motion. Considerable discussion followed when members debated on the academic merits and academic level of the developmental courses and whether or not a new credential should be offered for these studies. It was recognized that the proposed General Studies Diploma was not at the Diploma in Arts or Sciences level; however, the GSD was valued for employment purposes and not envisaged as a vehicle for university transfer. Council also considered the current trends in educational reforms and questioned the definition of the college-level learning and how it would fit within the concepts of prior learning assessment, flexible assessment, learner-centered institutions, outcomes-based learning and graduate profiles. It was also suggested that Council review a recent study on "College-level learning" identifying some eight indicators; a copy of the study is available from Carol Ebner.

Following discussion:

**MOVED** by Barbara Allen, **SECONDED** by Jack Shehadeh:

BE IT RESOLVED: (Motion 1)

The Douglas College General Studies Diploma will be awarded to students who have successfully completed a course of study consisting of:

\$ 60 credits in a minimum of 20 courses

\$ 1 university transfer English or Communications course

\$ a minimum of **2** courses from each of **3** different Faculties

\$ Child, Family and Community Studies

\$ Commerce and Business Administration

\$ Health Sciences

\$ Humanities and Social Sciences

\$ Language, Literature and Performing Arts

\$ Science and Technology

\$ Educational Services/Student Development

\$ a maximum of **15** credits in any one subject (e.g.BIOL,MODL,CISY)

\$ a maximum of **9** credits in student development courses, as listed in the Douglas College calendar under Educational Upgrading and College Preparatory courses.

**The Motion was DEFEATED.**

**MOVED** by Georgina Ferguson, **SECONDED** by Dawn McDonald:

BE IT RESOLVED: (Motion 2)

The Douglas College General Studies Diploma will be awarded to students who have successfully completed a course of study consisting of:

\$ 60 credits in a minimum of 20 courses

\$ 1 university transfer English or Communications course

\$ a minimum of **2** courses from each of **3** different Faculties

\$ Child, Family and Community Studies

\$ Commerce and Business

\$ Health Sciences

\$ Humanities and Social Sciences

\$ Language, Literature and Performing Arts

\$ Science and Technology

\$ Educational Services/Student Development

\$ a maximum of **15** credits in any one subject (e.g. BIOL,MODL,CISY) \$ a maximum of **15** credits in student development courses, as listed in the Douglas College calendar under Educational Upgrading and College Preparatory courses.

### **The Motion was DEFEATED**

It was felt that members were not ready to vote in favour of either of the two options. A suggestion was made that a further review of the value of the General Studies Diploma be undertaken, specifically defining the purpose and how the credential is perceived by the labour market, as well as whether it affords opportunities for further academic pursuits at the career and/or university level. The President suggested, and Council agreed, that this matter be further reviewed by her, the Chair and the Vice Chair of Council; a recommendation will be brought forward to Council, in due course.

4.3. Council Facilitation of College-wide Discussion on Learning Outcomes, Flexible Assessment and Distributed Learning: Paul Biscop reported that the task force, comprising Susan Smythe, and Laura Byrne (Douglas Development), Sharn Tyakoff and him (HSS) Susan Briggs (LLPA), Judy Parkin (EASL) and Bob Cowin (Inst. Research-- on an ad hoc basis), has developed a plan for organizing a series of presentations and workshops, commencing December 8 from 1:00 p.m. - 3:00 p.m. The first presentation will include the history of the concepts and pedagogical uses of the concepts. Gillies Malnarich and Bob Cowin will lead the session. A full description of the series will be forthcoming and the task force will continue to liaise with other resource persons, both internally and externally.

4.4. Report from the Matrix Committee: Pursuant to the Council feedback discussed at the last meeting, Debbie Smith, on behalf of the Matrix Committee, presented three alternatives for the proposed new Matrix: Option III Matrix, Status Quo Matrix, and Modified Versions of the Status Quo Matrix. She explained that the Committee was seriously considering the third option, suggesting meeting blocks on Tuesday, 2 p.m. - 4 p.m., Thursday, 12 noon - 2 p.m. and Friday,

4 p.m. - 6 p.m. **She urged members to consider these options and forward feedback to her (5559) as soon as possible for consideration at the next meeting.**

### 5. NEW BUSINESS

5.1. College Tactical Plan -- Implementation Responsibilities : The Chair referred to a memorandum from the Institutional Research, dated October 29, 1998 concerning the College Tactical Plan and requesting VPs and Education Council to identify implementation responsibilities. It was suggested that the document be referred to the Standing Committee on Planning and Priorities for advice and input as requested. It was pointed out that the implementation responsibilities also rest with the various Faculties and Departments and it would be useful to liaise with members in identifying the responsibilities.

5.2. College-Wide Master Education Plan: The Chair reminded members that the 2nd Master Education Plan Forum will take place on **Monday, November 23, 1998 from 4 :00 to 6:00 p.m. in Room 1630/40**. At the Chair=s request, Dawn McDonald, member of the Master Education Plan Steering Committee, stated that the Steering Committee has drafted a series of Assumptions (contained in the package) for developing the Master Education Plan. **She asked members to review the assumptions carefully and provide comments and advice to her. She also encouraged members to attend the 2nd Forum on the 23rd.**

5.3. Ministry Response to the Letter of Intent: Professional Communications Diploma Program: The President referred to the response received from the Ministry dated October 27 denying approval to the above Letter of Intent for reasons as identified in the labour market analysis undertaken by the Centre for

Education Information Standards and Services (CEISS). The President advised that the Faculty of LLPA will discuss the response and may wish to modify the proposal and re-submit it to the Ministry.

5.4. 1998-99 Budget: Criteria/Guidelines: The President referred to the 1998-99 Budget Criteria/Guidelines as submitted which, she explained, were last year=s criteria developed after extensive discussions at the SMT and Constituent Group Leaders= level. The Chair **asked members to review the guidelines with their constituent groups and provide feedback to him at 5588.**

5.5. Student Appeals Policy -- Letter from the Provincial Ombudsman: The President drew members= attention to the letter from the Provincial Ombudsman dated November 13, 1998 concerning the College=s Student Appeals Policy. They have indicated that the College=s policy is unreasonable, unfair and unjust as it does not allow representation by Counsel for students in all cases. **The Educational Policy Committee was directed to review the letter and provide input to the President so that a response can be sent by November 25, 1998.**

5.6. Review of the Associate of Arts and Science Degrees: Adrienne Peacock, a member of the BCCAT Associate Degree Review Task Force, reviewed the request from the Task Force for advice on potential areas of revisions to curricular requirements and standards which would be valuable to BCCAT when revising the academic requirements for the Associate of Arts and Associate of Science degrees. She also reviewed the proposed requirements for these degrees, as submitted to Council. At Council=s request, Adrienne agreed to list specific questions and issues that need to be addressed by FECs/DECs and forward these with the Council Minutes. **(A list is enclosed herewith.) Members were asked to forward comments to Adrienne or Peter Jones, Chair, Associate Degree Review Task Force.**

Adrienne also advised that a copy of the 1998 Associate Degree Questionnaire Report on Findings, dated July 1998, is available for reference from the Chair, should members be interested.

5.7. PNUR Reduction of an Elective Course: The Chair distributed a Motion supported by the Faculty Education Committee of the Faculty of Child, Family and Community Studies, concerning reduction of an elective course in the PNUR Diploma program and explained that the total number of credits would be reduced from 87 to 84. Bev Miller reviewed the rationale for this reduction and presented the following Notice of Motion:

That Education Council support the PNUR request that an elective in the 4th Semester of the Psychiatric Nursing Diploma Program be removed.

A suggestion was made that the College Policy on Electives be reviewed before the Notice of Motion is considered for approval.

5.8. IDST 104 AIntroduction to Intercultural Relations@: Paul Biscop raised a concern that the above course will be offered in January by the Faculty of LLPA, without consultation with the Department of Sociology-Anthropology, and taught by Communications and ESL instructions as part of the Associate in Arts Degree in International and Intercultural Studies. Council hoped that the new policy on program and curriculum approval will prevent similar jurisdictional situations in the future.

## 6. REPORTS

6.1. Report from the Chair: In the absence of Meg Stainsby, Lawrence Becker stated that he has attended meetings of the Constituent Group Leaders, College Board and the Education Committee of the Board.

6.2. Report from the President: The 1999/2000 Program Profile submission for Douglas College has been sent to the Ministry. The President encouraged members to review the material contained in the Council package (item 7.5). A meeting with the Ministry officials will be held in January next year at which time the College would know if additional FTEs will be allocated.

The President has developed new goals and objectives, based on her evaluation, for the Board. Copies of her goals and objectives, together with those of the VPs, are available, should members be interested.

6.3. Report from the Standing Committee on Educational Policies: Members received a copy of the minutes of the October 28 meeting. The Committee plans to submit a Notice of Motion for the new program approval process in December. On November 18, the Committee will review the College policies intended for Council approval at its November 30, extra-ordinary meeting.

6.4. Report from the Standing Committee on Planning and Priorities: The Committee will be reviewing for input the College-wide strategic/tactical plans submitted by Bob Cowin. A question was raised concerning possible conflict of interest situation whereby plans developed by member(s) in their capacity as employees would be reviewed by them as members of the Planning and Priorities Committee. Members were advised to raise this as an issue, should a situation arise.

6.5. Report from the Standing Committee on Admissions and Language Competency Standards: There was no report from the Committee.

6.6. Report from the Residency Credit Exemption Policy: A student=s application for an exemption was granted under the College=s PLA policy even though the student is planning to study at UCFV.

6.7. Report from the Educational Excellence Committee: The Committee=s terms of reference were distributed to members. The Committee will meet on November 25.

6.8. Report from the Education Technology Forum: The next meeting of the Education Technology Forum will be held on Wednesday, November 18, 1998 from 4:00 - 6:00 p.m. in Room 4308. Both the Listserv and Council WebPage are now operational. Members were reminded to check their E-mail messages on the WebPage and advise Barbara Allen (5247) if they have not received them.

## 7. NEW BUSINESS -- FOR INFORMATION AND FOR CIRCULATION

7.1. Letter of Intent - Bachelor of Recreation Management -- DC/Malaspina UC:

Julie Roper apprised members of collaborations with Malaspina University College in relation to their Letter of Intent for a Bachelor of Recreation Management Concentration in Therapeutic Recreation.

7.2. AWhy College Grads Get Jobs@ , Maclean=s, October 16, 1998.

7.3. AGovernance -- A View from the Council of Education Councils@ , Pam Burry, CIEA Profile, September 1988.

7.4. Summary Results from Fall Registration Survey of Students **(B. Cowin)**

**Note: Extra-ordinary Meeting for final approval of Education Policies -- Monday, November 30, 1998 at 4:15 p.m. in the Board Room.**

8. ADJOURNMENT: The meeting adjourned at 6:15 p.m.

\_\_\_\_\_ Chair \_\_\_\_\_ Secretary