



**MINUTES OF A MEETING OF EDUCATION COUNCIL  
HELD MONDAY, NOVEMBER 16, 2015 AT 9:00AM  
BOARDROOM - NEW WESTMINSTER CAMPUS**

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**1. ROLL CALL:**

**Members Present:**

Sheilagh Badanic  
Thor Borgford  
Manuela Costantino  
Kathy Denton  
John Fleming  
Christine Kerr  
Edith Kirkpatrick (for Anna Helewka)  
Todd Harper (Vice Chair)  
Olga Kalachinskaya  
Weissy Lee  
Rod Midgley  
Jasmine Nicholsfigueiredo (Chair)  
Monique Paulino (Board Liaison)  
Catherine Sales  
Jeff Schutts  
Jenny Shin  
Brent Stant  
Kyle Vuorinen (for Mary Hodder)  
Ruab Waraich  
Andria Wrench

Sandra Bird (Recorder)

**Regrets:**

Anna Helewka  
Mary Hodder  
George Stroppa

**Absent:**

Kate Gray

**Guests:**

Nelson Eng  
Blair Fisher  
Tracy Ho  
Betty Mitchell  
Caitlin Scott  
Meg Stainsby  
Sarah Stephens  
Adrienne Watt  
Davie Wong

**2. APPROVAL OF THE AGENDA**

The Chair advised members of the following correction to the Agenda:

- Item 5.2 Educational Affiliations – Notice of Intent  
Should read “Motion to Refer”
- Item 4.3 c) Proposed changes to College English-Language Proficiency Requirements (table 2).

As per the Chair’s Friday November 3<sup>rd</sup> email Agenda Item 4.3 c) will now be for feedback only. This Item will be brought back to the December meeting.

The Chair asked members to approve a fluid Agenda; Council agreed and the Agenda was re-ordered and approved as amended.

### **3. APPROVAL OF MINUTES**

The President noted that the minutes should reflect that she informed Council that the Board had a role to play in the decision to change College admission requirements. She clarified that last time admission requirements were changed; Education Council minutes clearly stated that Board approval was required. With this information noted, the October 19th Education Council minutes were approved as distributed.

### **4. BUSINESS ARISING FROM THE MINUTES**

#### **4.1 Curriculum Items**

##### **a) Curriculum Committee Recommendations**

Curriculum Committee Chair Todd Harper spoke to the Curriculum Committee Recommendations. The Education Council Curriculum Committee reviewed 19 curriculum guidelines; 17 new curriculum guidelines and 2 revised curriculum guidelines.

There being no discussion,

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

**MOVED by John Fleming ; SECONDED by Rod Midgley THAT Education Council approve the guidelines for ACCT 2320, BUSN 4500, FINC 4380, 4390, BIOL 3610, 3620, EAES 1120, 1121, 1130, 2340, 2400, 2500, 2550, 2800, 2810, 2851, 2900, 2910, and ENGR 1180.**

**The Motion was CARRIED.**

#### **4.2 Policy Items**

There were no Policy Items.

#### **4.3 Admission and Language Competency Standing Committee Recommendations**

The Chair recommended dealing with items 4.3 a) and 4.3 b) together as they are both motions to short-cycle/motions to approve and then 4.3 c) separately.

Kyle Vuorinen was available to answer any questions.

##### **4.3 a) Approval of Diploma in Music Technology Admission Requirements**

Current admission requirements would remain the same for the diploma as they currently are with the certificate with one exception. The addition of two compulsory courses in Contemporary Musicianship eliminates the requirement for a Music Literacy entrance test. This test will then become an assessment test: those with sufficient knowledge in the subject will be given the option to choose electives in place of the Contemporary Musicianship I & II classes.

##### **4.3 b) Approval of Pathway Agreement between Douglas College and EF International Language Schools**

The purpose of this APA is to establish policies and procedures for the admission of EF students who have completed the Advanced Level at EF to Douglas College.

There being no further discussion,

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

**MOVED by Sheilagh Badanic; SECONDED by Olga Kalachinskaya, THAT Education Council approve the Diploma of Music Technology Admission requirements, and THAT Education Council approve the pathway agreement between Douglas College and EF International Language Schools.**

**The Motion was CARRIED.**

#### **4.3 c) Proposed changes to College English Proficiency Requirement (Table 2)**

The Chair corrected an inaccuracy from the October 19<sup>th</sup> meeting. The advice Ed Co provides to the Board about the College Admission Standards is a recommendation. According to *the College and Institute Act* a board may “determine all questions relating to the qualifications for admission” (19f). The Chair will provide advice to the Board on this issue but ultimately the board makes the final decision.

Kyle Vuorinen and Meg Stainsby spoke to this item and thanked all for their feedback. Council was advised that the four-year “recency” clause for ENGL 12 grades is being reconsidered, based on feedback from the Registrar’s Office, and that significant concern has been expressed about the prospect of discounting “overseas Dogwoods.”

#### **The following additional concerns were voiced:**

- Raising the ENGL 12 provincial exam score to 70% will create another road-block that will negatively impact student enrolment numbers. The majority of students do not achieve this score.
- IELTS score requirement too high, aligns us with UBC and SFU, we would lose students to Langara and other private institutions.
- Change to TOEFL band will impact our student diversity.
- Other similar institutes have a lower requirement. This change is more comparable to UBC and SFU.
- TOEFL too high, reputation or location of a post-secondary institution is not a factor to international students; they will go where they can get in.
- Testing prices too expensive; not many students would pay \$109.00 to take a test to come to Douglas. Sending students to VCC for a \$33 test may encourage them to stay at that institution.
- CFCS has a number of concerns especially in regard to CFCS closed programs.
- Can we also keep the English 12 with a C as one of the assessment standards?
- There were concerns about the Dogwood Diploma used at international schools--the committee will look into this.

In response, it was clarified that students must meet only ONE proficiency requirement, and that the 70% on the ENGL 12 provincial is intended to capture relatively few students; most applicants would be admitted on the basis of having a minimum 63% average GPA based on ENGL 12 and 3 other academic grade 12 courses. It was also clarified that currently, Douglas appears to be the

only Lower Mainland post-secondary institution that does not charge students to write an English assessment test.

Kathy Denton spoke to the procedural aspect of the changes to the general College admission requirements. In a prior situation, due to the complexity of the issue, the College took a considerable amount of time to make a decision, so we should not rush this decision. When the Board receives the recommendation from Ed Co they will also need time to consider the advice and they will want input from the Senior Management team about the impact of the changes before making their decisions.

There being no further discussion,

**ACTION: Please send feedback to Kyle Vuorinen and Meg Stainsby.**

#### **4.4 Major Program Revision: Music Technology Diploma Program**

Blair Fisher was welcomed to speak to this item.

There were questions regarding the renumbering of current courses when they go into Banner and if there will be some kind of equivalent built in. Blair will put this information into the notes on the curriculum guidelines.

There being no further discussion,

**MOVED by Rod Midgley; SECONDED by Sheilagh Badanic THAT Education Council approve the revisions to the Music Technology Certificate Program and the new Diploma in Performing Arts (Music Technology).**

**The Motion was CARRIED.**

**And,**

**There was unanimous consent to short-cycle the following Motion.**

**MOVED by Ruab Waraich; SECONDED by Brent Stant THAT Education Council approve the recommendation that the College Board establish the credential Diploma in Performing Arts (Music Technology), effective Nov 16<sup>th</sup> 2015.**

**The Motion was CARRIED.**

#### **4.5 Block Transfer Agreement: Agreements for the Bachelor of Performing Arts (BPA) Program**

This item went out for feedback last month and is coming back to EdCo as a motion to approve. Meg Stainsby spoke to this item and stated she had not received any feedback or comment.

There being no discussion,

**There was unanimous consent to approve the Motion.**

**MOVED by Jeff Schutts; SECONDED by Manuela Costantino, THAT Education Council approve the Block Transfer Agreement: Agreements for the Bachelor of Performing Arts (BPA) Program.**

**The Motion was CARRIED.**

## **5. NEW BUSINESS**

### **5.1 Concept Paper: Post Degree Diploma in Project Management**

Sarah Stephens and Adrienne Watt were welcomed to speak to this item.

Evidence indicates that there is big demand, locally and internationally, for people with project management knowledge and skills. The program is designed for domestic and international students who wish to pursue a career in project management. This new credential will bring the college more exposure to the business community and increase the opportunity to develop more contacts and relationships, in particular with information technology, business, construction and hospitality.

**ACTION: Please refer this to your constituency groups and send feedback directly to Sarah Stephens.**

### **5.2 Educational Affiliations – (Notice of Intent) (Motion to Refer).**

#### **a) Uganda Martyrs University**

The Chair welcomed Betty Mitchell to speak to this item.

This Notice of Intent is coming back from a previous Ed Co meeting. There were issues raised about this affiliation at the time concerning LGTB students.

**MOVED by John Fleming; SECONDED by Sheilagh Badanic THAT Education Council refer the Notice of Intent to form an Educational Affiliation with Uganda Martyrs University to the International Education Standing Committee.**

**The Motion was CARRIED.**

**ACTION: The Chair referred this item to the International Education Standing Committee.**

### **5.3 New Program Proposal: Post Degree Diploma in Emerging Technology**

Nelson Eng was welcomed to speak to this item.

The Post Degree Diploma in Emerging Technology will enable students to gain employable skills in the Information and Communications Technology (ICT) sector. First intake of students should be the summer or fall of 2016.

**ACTION: Please refer this to your constituency groups for consideration of approval at the December 14th, 2015 meeting.**

## **6 REPORTS**

### **6.1 Report from the Chair**

- October report to the College Board.
- Ed Co Advice to SMT/Board on the 2016/17 Budget Guidelines.

- The Chair reported that a policy request item regarding adding a new credential has been referred to the Policy committee.

## **6.2 Report from the President**

- K. Denton spoke about the Forum on Strategic Planning scheduled for November 20th. The themes in the Strategic Plan will be open for discussion. There will be further opportunity to engage at a later date.

## **6.3 Report from the Vice President, Academic & Provost**

- T. Borgford followed-up on the Strategic Plan Forum. The themes of the three focus groups are: Focus on New Students, Academic Foundations Programs, and Professional Programs and Industry Alignment. Please register via DC connect.

## **6.4 Report from the Board Representative**

No report.

## **6.5 Report from the Secretary**

No report.

## **6.6 Report from the Curriculum Committee**

The next deadline for curriculum guidelines to be submitted to the committee is Tuesday, Dec 1<sup>st</sup> at 12:30 pm. Please remind your FECs of this date.

## **6.7 Report from the Educational Excellence Committee**

No report.

## **6.8 Report from the Committee on Admissions & Language Competency Standards**

No report.

## **6.9 Report from the Committee on Educational Policies**

No report.

## **6.10 Report from the Committee on International Education**

The Committee will be assessing the Educational Affiliation with Uganda Martyrs University on November 27th.

## **7. OTHER BUSINESS**

There was no other business.

## **8. NEXT MEETING**

Monday, December 14<sup>th</sup>, 2015 at 9:00 am in Boardroom (4920), New Westminster Campus. Breakfast will be provided.

## **9. ADJOURNMENT**

**MOVED by John Fleming; SECONDED by Andria Wench, that the meeting be adjourned.**

**The Motion was CARRIED.**

The meeting adjourned at approximately 10:40 am

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**Chair**

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**Secretary**