



**MINUTES OF MEETING OF EDUCATION COUNCIL  
HELD MONDAY, JANUARY 18, 2021 AT 9:00 AM  
VIRTUAL MEETING VIA ZOOM**

<b>Members Present:</b>	<b>Regrets:</b> Pacheva, Daniela	
Ataiza, Ariel		
Barker, Jennifer	<b>Guests:</b>	
Bartel Sawatzky, Melissa ( <i>for D. Pacheva</i> )	Chiong, Stephen	
Borgford, Thor	McCausland, Elizabeth	
Bowbrick, Graeme (Chair)	Reimer, Cyndy	
Cavanagh, Bette (Recorder)	Pickthall, Linda	
Cikes, Ivana	Schechter, Sam	
Costantino, Manuela	<b>Technical Support:</b> Bird, Sandra; Patterson, Sally	
Crisp, Joan (Vice Chair)		
Davies, Jonathon	<b>Observers</b>	
Dench, Sarah	Addison-Jones, Brenda	
Denton, Kathy ( <i>Ex-officio</i> )	Ashe, Jeanette	
Dobre, Alexandra	Atun, Leyvi	
Ellingham, Amrita	Badanic, Sheilagh	
Fong, Dorritta	Bania, Anish	
Fraser, Morna	Beech, Douglas	
Gronsdahl, Karla	Bilquist, Jo-Anne	
Kinsley, John	Brown, Neil	
Lal, Nikiel ( <i>Ex-officio</i> )	Cacchioni, Denise	
Mand, Jinia	Chapdelaine, Raquel	
Ng, Rella ( <i>Ex-officio</i> )	Cheng, Colin	
Ramwani, Hemnesh	Clark, Roger	
Sullivan, Tyler	Clayton, Peter	
Westerman, Marni	Cloghesy, Brita	
<b>Observers Cont'd</b>		
Cornford, Michael	Mauger, Shirley	Swain Jr., John
Crothers, Julie	McFarlane, Hollaye	Tan-Tompkins, Shirley
Crozier, Stephen	Medianu, Stellan	Trainor, Kim
Dickens, Charles E.	Miller, Alicia	Turner, Derek
Elliott, Mark	Millis, Len	Van Deursen, John
Emilsson, Wilhelm	Moulton, David	Vapenik, Jackie
Ferens, Ralph	Nesbitt, Darin	Wamser, Anja Lina
Frankson, Kelly	Newton, Rachael	Watt, Adrienne
Funk, Daryl	Nicholsfigueiredo, Jasmine	Wright, David
Gupta, Ruby	Nicholson, Maureen	Wyatt, Peggy

Ha, Jeff	Parker, Simon	Yamamoto, Cleusa
Hakak, Benny	Paynter, Sarah	Young, Melanie
Harker, Stacey	Reaume, Leda	Zhang, Roy
Hebert, Jacquie	Ribalkin, Andrei	
Heritage, Russell	Ricard, Chris	
Ho, Tracy	Rozman, Erin	
Horsley, Emma	Sestan, Janice	
Hotel, Carla	Silvergieter, Michael	
Howley, Ashton	Singh, Taj	
Ivers, Aaren	Sokic, Gordana	
Jang, Kimberly	Stainsby, Meg	
Jessa, Shamsa	Stanger, Glen	
Kane, Jennifer	Sugg, Brian	
Keen, Carrie	Sutherland, Kimberley	
Kirk, Lisa	Sveinson, Gary	
Lung, Giana	Stiles, Diane	

**1. TRADITIONAL TERRITORIAL ACKNOWLEDGEMENT**

The Chair acknowledged that the campuses of Douglas College are located on the QayQayt First Nation and the Kwikwetlem First Nation, as well as the Coast Salish Peoples, on whose traditional and unceded territories we live, we learn, we play, and we do our work.

**2. ROLL CALL**

All guests were welcomed to the meeting. G. Bowbrick reminded everyone of the meeting protocols.

**3. APPROVAL OF THE AGENDA**

The Chair confirmed that Council members had reviewed the agenda as distributed on January 8, 2021.

**4. APPROVAL OF MINUTES**

The December 14, 2020 minutes were approved by consensus.

**5. NEW BUSINESS**

**5.1 Program Revision: Computing Studies and Information Systems Diploma**

S. Chiong spoke to the item.

The proposed changes include the removal of courses no longer being offered and moving some of the required courses to the electives to provide students with more options.

There being no further discussion,

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

**MOVED M. Costantino; SECONDED by M. Westerman, THAT Education Council approve the Program Revision: Computing Studies and Information Systems Diploma effective September 2021.**

**The Motion was CARRIED.**

**5.2 Program Revision: Bachelor of Science in Nursing Program**

L. Pickthall spoke to the item.

The Bachelor of Science in Nursing program has undertaken a comprehensive review of program admission criteria. Keith Ellis, AVP Institutional Effectiveness, worked extensively with program data to recommend changes to improve student success and effectively decrease attrition.

The key changes include accurately reflecting the program from 6 semesters to 8 semesters, increasing the cumulative GPA from 2.33 to 2.67, with a minimum grade of C+ in each course, and a maximum of two attempts for course repeats in selected courses.

In answer to a question, the Registrar will work with the initiator on additional clarifications with respect to course equivalency.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the February 22, 2021 meeting.

**5.3 Program Revision: Academic Foundations for Potential Nursing Applicants**

E. McCausland spoke to both items 5.3 and 5.4.

The proposed revisions do not represent a change to the graduation requirements or curriculum. Academic Foundations Nursing is the primary and recommended pathway to Bachelor of Science in Nursing (BSN) admission. Students need this information as they are preparing for the BSN, and the goal is to ensure that the information is provided in as many places as possible for consistent and effective communication.

Students may successfully complete this program without qualifying for BSN admission (for example, without meeting the 2.67 GPA); all required courses are UT and will support transfer into another degree program at Douglas or elsewhere but not admission to the BSN. Allowing this flexibility was one goal of restructuring the BSN to include an Academic Foundations pathway.

Adding the electives designated for the Indigenous Studies CAF ensures that the recommendations will be up to date without the need to regularly update the AF guidelines. The inclusion of these courses will support students in gaining intercultural understanding, providing a foundation for their capacity to practice with cultural safety and humility when caring for Indigenous patients, families, and communities.

Housekeeping changes reflect the new high school English courses accepted by the College. Two course substitutions were added (supported by the Biology department) to increase options for students

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the February 22, 2021 meeting.

#### **5.4 Program Revision: Academic Foundations for Potential Psychiatric Nursing Applicants**

The proposed revisions to Academic Foundations for Potential Psychiatric Nursing Applicants do not present a change to the curriculum.

Adding the electives designated for the Indigenous Studies CAF ensures that the recommendations will be up to date without the need to regularly update the AF guidelines. The inclusion of these courses will support students in gaining intercultural understanding, providing a foundation for their capacity to practice with cultural safety and humility when caring for Indigenous patients, families, and communities.

Housekeeping changes reflect the new high school English courses accepted by the College. Two course substitutions were added (supported by the Biology department) to increase options for students.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the February 22, 2021 meeting.

#### **5.5 Variance to Notice Period BSPNUR Clinical Courses**

J. Crisp spoke to the item.

The Bachelor of Science Psychiatric Nursing program is requesting a variance to the start date so that all PNUR Curriculum Guidelines have the same effective date of May 2021. Clinical course (mastery courses) also require a C+ grade as a pre-requisite but these changes were missed being updated in the Fall 2019 program update. J. Crisp confirmed that students are aware of the C+ pre-requisite and that no students have been negatively impacted.

There being no further discussion,



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

**MOVED M Westerman; SECONDED by J. Kinsley, THAT Education Council approve the Variance to Notice Period BSPNUR Clinical Courses effective May 2021.**

The Motion was CARRIED.

## 6. ITEMS FOR APPROVAL

### 6.1 Request for Variance to Residency Requirement: Academic College English Certificate

C. Reimer spoke to the item.

The Registrar confirmed that the effective date would be September 2021.

Discussion ensued on the process for changing the credential and program name. The initiator was referred to the SOP that outlines the approval process for name change requests and to ensure appropriate approvals are obtained.

There being no further discussion,

**MOVED M. Costantino; SECONDED by T. Sullivan, THAT Education Council approve the Request for Variance to Residency Requirement Academic College English Certificate effective September 2021.**

The Motion was CARRIED.

### 6.2 Revision of Education Council Bylaws

The Chair introduced the item and noted that two memos were included in the agenda package, presenting different points of view. The Chair requested Council members to share their feelings about voting on the motion today, pointing out that the revised bylaws would have a July 1, 2021 implementation date. A lengthy discussion followed. The majority of members confirmed their readiness to proceed to a vote. The Chair confirmed that a vote would be held. The Chair then invited discussion on the motion:

**That Education Council approve the revised bylaws as presented and they shall come into force on July 1, 2021.**

The Chair provided a rationale for the implementation date and thanked Council members for their hard work, for participating in extra meetings, and for bringing feedback forward from their constituents. A request was made for a secret ballot. Some Council members spoke against the revised bylaws and the process. Others

spoke in favour and one asked the Chair to call the question. Another member seconded the request.

Explaining how the secret ballot vote would be conducted the Chair invited Sandra Bird and Sally Patterson to provide technical assistance.

Council members voted and the outcome was shared.

**The Motion was CARRIED.**

## **7. STANDING COMMITTEE ITEMS**

### **7.1 Curriculum Items**

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

M. Westerman spoke to the Curriculum Committee's submission and review of 20 curriculum guidelines: 4 new and 16 revised curriculum guidelines. M. Westerman spoke about the Curriculum Committee's submission deadline and asked that in fairness to all involved, to please remind FECs of the importance of adhering to the deadline.

There being no further discussion,

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

**MOVED by J. Kinsley; SECONDED by J. Crisp, THAT Education Council approve the submitted new guidelines for CSIS 3160, 4470; GLGC 1101; CMPT 2395 and the revised guidelines for BUSN 1200; HOSP 1210, 2310; HIMP 4500, 4501; PNUR 2261, 3361, 3462, 4461, 4562; ANTH 1100, 1120, 1160; PSYC 3365; CMNS 1135, CMPT 2200.**

**The Motion was CARRIED.**

### **7.2 Admission and Language Competency Committee Recommendation**

#### **a) Bachelor of Science in Nursing**

#### **b) Certificate in Academic Foundations for Potential Nursing Applicants**

R. Ng referred to the items discussed earlier in agenda.

There being no further discussion,

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

**MOVED by M. Westerman; SECONDED by J. Crisp, THAT Education Council approve the Admissions and Language Competency Standards Committee recommendations**



for the Bachelor of Science in Nursing and Certificate in Academic Foundations for Potential Nursing Applicants.

The Motion was CARRIED.

### 7.3 Policy Items

#### a) **Academic Performance Policy**

S. Dench spoke to the item.

There being no further discussion,

**MOVED by A. Ellingham; SECONDED by J. Crisp, THAT Education Council approve the revisions to the Academic Performance Policy.**

The Motion was CARRIED.

#### b) **Associated Studies Policy**

S. Schechter spoke to the item.

As part of the Standing Committee's scheduled policy review process, the Associated Studies Policy includes updating policy statements, transferring procedures into an SOP and the addition of definitions.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the February 22, 2021 meeting.

#### c) **Audit Policy**

S. Schechter spoke to the item.

The changes to the Audit Policy reflect gender neutral language and the updating of related policy names and links.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the February 22, 2021 meeting.

## 8. REPORTS

### 8.1 Report from the Chair

The Chair took the opportunity to distinguish between holding a secret ballot using zoom technology and moving a meeting in camera. The Chair noted that Council did not move in camera but was simply conducting the vote in the only manner available given the request for a secret ballot and the constraints of the technology. There was

no further discussion and the outcome of the vote was shared with all those in attendance.

**8.2 Report from the President**

The President reminded representatives that a request for budget feedback will be circulated after the January Board meeting. The Education Council Secretary will be circulating the Budget Feedback Template for 2021-2022.

**8.3 Report from the Vice President, Academic & Provost**

T. Borgford advised that the College will be continuing the online modes of delivery for the Summer 2021 semester. Labs and tutorials will be permitted on campus and in person as long as students and faculty are able to meet in small groups and maintain physical distancing requirements.

**8.4 Report from the Board Liaison**

No report.

**8.5 Report from the Secretary**

The next deadline for agenda submissions for the February 22, 2021 meeting is Wednesday, **February 10, 2021** at 3:00 p.m. Please ensure that items are being submitted to the [edco@douglascollege.ca](mailto:edco@douglascollege.ca) email address.

**8.6 Report from the Curriculum Committee**

The next deadline for curriculum guidelines to be submitted to the committee is Wednesday, **February 10, 2021** at 9:00 a.m. Please remind your FECs of this date and time.

**8.7 Report from the Educational Excellence Committee**

R. Ng reported that she had received a few inquires regarding potential nominees' eligibility.

**8.8 Report from the Committee on Admissions & Language Competency Standards**

R. Ng advised that the next SCALC meeting is Friday, January 22, 2021, 3:30 pm – 5:00 p.m.

**8.9 Report from the Committee on Educational Policies**

No report.

**8.10 Report from the Committee on International Education**

No report.

**9. OTHER BUSINESS**

N/A





**10. NEXT MEETING**

Monday, February 22, 2021 at 9:00 am (Virtual Meeting. Zoom)

**11. ADJOURNMENT**

The meeting adjourned at approximately 11:01 a.m.

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**Chair**

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**Secretary**