DOUGLASCOLLEGE

MINUTES OF MEETING OF EDUCATION COUNCIL
HELD MONDAY, FEBRUARY 22, 2021 AT 9:00 AM
VIRTUAL MEETING VIA ZOOM

Members Present:	**Regrets:**
Ataiza, Ariel	Pacheva, Daniela
Barker, Jennifer	Sullivan, Tyler
Bartel Sawatzky, Melissa *(for D. Pacheva)*	
Borgford, Thor	**Guests:**
Bowbrick, Graeme (Chair)	Aboofazeli, Mohammad
Cavanagh, Bette (Recorder)	Frankson, Kelly
Cikes, Ivana	McCausland, Elizabeth
Costantino, Manuela	Reimer, Cyndy
Crisp, Joan (Vice Chair)	Pickthall, Linda
Davies, Jonathon	Schechter, Sam
Dench, Sarah	Zhang, Roy
Denton, Kathy *(Ex-officio)*	
Dobre, Alexandra	**Observers**
Ellingham, Amrita	Ho, Tracy
Fong, Dorritta	
Fraser, Morna	
Gronsdahl, Karla	
Kinsley, John	
Lal, Nikiel *(Ex-officio)*	
Ng, Rella *(Ex-officio)*	
Ramwani, Hemnesh	
Westerman, Marni	

1. TRADITIONAL TERRITORIAL ACKNOWLEDGEMENT

The Chair acknowledged that the campuses of Douglas College are located on the traditional and unceded territories of the QayQayt First Nation and the Kwikwetlem First Nation, as well as other Coast Salish Peoples.

2. ROLL CALL

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

3. AGENDA

The Chair confirmed that Council members had reviewed the agenda as distributed on February 12, 2021.

4. APPROVAL OF MINUTES

There were no corrections to the minutes of the January 18 meeting.

5. NEW BUSINESS

5.1 Program Revision: Computing Science Certificate

M. Aboofazeli spoke to the item.

The proposed changes include the removal of CMPT 1110 (discontinued September 2020) and the addition of two C++ programming courses CMPT 1109, CMPT 1209. The initiator confirmed that consultation had taken place with the CSIS and CMPT Departments.

The Registrar confirmed that the effective date would be January 2022.

ACTION: Please refer this item to your constituency groups for consideration of approval at the March 15, 2021 meeting.

5.2 Program Name Change: College Preparatory English

C. Reimer spoke to the item.

Since 2017, the English Language Learning and Acquisition department (ELLA) and Douglas College International have been using the term *Academic College English* (ACE) for the curriculum within this program. The proposed name change would better reflect current usage and recognize the fact that students in the program are completing college-level studies.

The Registrar confirmed that the effective date would be January 2022.

ACTION: Please refer this item to your constituency groups for consideration of approval at the March 15, 2021 meeting.

5.3 Credential Name Change: Certificate of Proficiency in College Preparatory English

C. Reimer spoke to the item.

The proposed credential name change is *Certificate of Proficiency in Academic College English.*

The Registrar confirmed that the effective date would be January 2022.

ACTION: Please refer this item to your constituency groups for consideration of approval at the March 15, 2021 meeting.

5.4 Policy Revision Request: Academic Integrity Policy (SOP and Flowchart)

T. Borgford spoke to the item.

The proposed housekeeping changes do not entail any changes to the policy but recommend language improvements to the SOP and the Flowchart. An Academic Integrity Reporting Form has also been created to assist faculties with the reporting of incidents.

There being no further discussion,

MOVED by T. Borgford; SECONDED by I. Cikes, THAT Education Council approve the referral of the Academic Integrity Policy SOP and Flowchart to the Standing Committee on Educational Policies for review.

The Motion was CARRIED.

6. INFORMATION ITEMS

6.1 Concept Paper: Post-Baccalaureate Diploma Advanced Supply Chain Management Roy:

This two-year 60 credit program is designed to suit all bachelors' degree holders regardless of concentration and will provide internationally relevant skills for those interested in pursuing a career in a broad range of supply chain managed functions. The program consists of 17 existing Douglas College courses, the development of two new business courses and a third course that is currently being developed by the BLAW department.

ACTION: Please refer this item to your constituency groups and direct all feedback to **Ralph Ferens** rferens@douglascollege.ca.

7. ITEMS FOR APPROVAL

7.1 Program Revision: Bachelor of Science in Nursing Program

L. Pickthall spoke to the item.

Council members were advised of additional edits suggested by Enrolment Services to improve language clarity for students.

There being no further discussion,

MOVED by D. Fong; SECONDED by M. Westerman THAT Education Council approve the Program Revision: Bachelor of Science in Nursing effective September 2022.

The Motion was CARRIED.

7.2 Program Revision: Academic Foundations for Potential Nursing Applicants

E. McCausland spoke to the item.

There being no further discussion,

MOVED by A. Ataiza; SECONDED by M. Westerman, THAT Education Council approve the Program Revision: Academic Foundations for Potential Nursing Applicants effective September 2021.

The Motion was CARRIED.

7.3 Program Revision: Academic Foundations for Potential Psychiatric Nursing Applicants

E. McCausland spoke to the item.

There being no further discussion,

MOVED by J. Crisp; SECONDED by A. Ellingham, THAT Education Council approve the Program Revision: Academic Foundations for Potential Psychiatric Nursing Applicants effective September 2021.

The Motion was CARRIED.

8. STANDING COMMITTEE ITEMS

8.1 Curriculum Items

a) Curriculum Committee Recommendations

M. Westerman spoke to the Curriculum Committee's submission and review of 12 curriculum guidelines: 7 new, 4 revised and 1 withdrawn curriculum guideline.

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 3560, 4440, 4450; 4460, 4480, 4490; **CMPT** 2395; **the revised guidelines for: THRT** 1101, **MARK** 3235, 4270; **CMPT** 2300; and the **withdrawn guideline CSIS** 1275.

The Motion was CARRIED.

8.2 Policy Items

a) Associated Studies Policy

S. Schechter spoke to the item.

A concern was raised about the inclusion of financial and operational matters, which are not educational but administrative in nature. The issue will be considered and brought back to Council. The approval of the policy is deferred to a future meeting.

b) Audit Policy

S. Schechter spoke to the item.

There being no further discussion,

MOVED by J. Crisp; SECONDED by I. Cikes, THAT Education Council approve the revisions to the Audit Policy.

The Motion was CARRIED.

c) Priority Registration Policy

R. Ng spoke to the item.

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

In response to a question, it was clarified that Education Council approves the policy and principles. Vice-President's Academic Council reviews operational issues related to priority registration annually. There will be areas where consultation is necessary with Education Council.

ACTION: Please refer this item to your constituency groups for consideration of approval at the March 15, 2021 meeting.

9. ITEMS FOR ADVICE TO THE BOARD

9.1 Budget Newsletter 2021/2022

Council members discussed the draft budget for 2021-2022. No written feedback was submitted from Faculty Education Committees. There was written feedback submitted on behalf of some LLPA faculty members.

The discussion began with some context provided by the President. Council members then provided feedback based on their personal views in some circumstances and based on consultations with constituents in others. Views were expressed by faculty, staff and student council members, and there were responses from administrators.

ACTION: The Chair will summarize the feedback received by the Education Council as well as the discussion by council members and forward this as advice to the Senior Management Team (SMT) and the College Board.

10. REPORTS

10.1 Report from the Chair

The Chair referenced his written reports to the College Board.

Members supported a suggestion to post the current Education Council agenda package on DC Connect for the broader College community. The Council Secretary will begin posting to the Education Council DC Connect page next month.

The Chair advised that he is inclined to shorten the agenda regarding the Standing Committee reports. Going forward, rather than running through a long list, he will ask representatives if they have anything to report.

A member asked a question about an update of the bylaw work posted on DC Connect. Discussion followed.

10.2 Report from the President

The President referred to the upcoming Winter graduation and is grateful that the College is able to do something for our students that is meaningful. A ceremonial video has been prepared and each graduate will be receiving the "Grad-in-a-Box" package. She expressed appreciation and recognized the great work of Enrolment Services and Marketing & Communications.

The President acknowledged what a difficult year it has been for everyone and that she had been involved in external meetings with the Minister of Finance and Chambers of Commerce about the Province's economic recovery, in particular jobs for students and graduates.

10.3 Report from the Vice President, Academic & Provost

T. Borgford advised that the Quality Assurance Process Audit – Summary of QAPA Review document has been posted to the Program Reviews page of our external website.

10.4 Report from the Board Liaison

No report.

10.5 Report from the Secretary

The next deadline for agenda submissions for the March 15, 2021 meeting is Wednesday, **March 3, 2021** at 3:00 p.m. Please ensure that items are being submitted to the edco@douglascollege.ca email address.

10.6 Report from the Curriculum Committee

The next deadline for curriculum guidelines to be submitted to the committee is Wednesday, **March 3, 2021** at 9:00 a.m. Please remind your FECs of this date and time.

10.7 Report from the Educational Excellence Committee

R. Ng advised that the Committee had reviewed all applications and that a decision meeting is scheduled today to determine the successful award recipient.

10.8 Report from the Committee on Admissions & Language Competency Standards

R. Ng advised that the next SCALC meeting is Friday, February 26th, 3:30 pm – 5:00 p.m.

10.9 Report from the Committee on Educational Policies

G. Bowbrick reported that the committee met on Feb12 and continued its review of the Academic Performance Policy regarding the recognition of academic excellence.

10.10 Report from the Committee on International Education

I. Cikes advised that she has been in contact with International Education. Currently there are no new international affiliations underway.

11. OTHER BUSINESS

N/A

12. NEXT MEETING

Monday, March 15, 2021 at 9:00 am (Virtual Meeting. Zoom)

13. ADJOURNMENT

The meeting adjourned at approximately 10:52 a.m.

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Chair **Secretary**