



MINUTES OF MEETING OF EDUCATION COUNCIL  
HELD MONDAY, MARCH 15, 2021 AT 9:00 AM  
VIRTUAL MEETING VIA ZOOM

|  |                      |
|--|----------------------|
| <b>Members Present:</b>                            | <b>Regrets:</b>      |
| Barker, Jennifer                                   | Ataiza, Ariel        |
| Bartel Sawatzky, Melissa ( <i>for D. Pacheva</i> ) | Pacheva, Daniela     |
| Borgford, Thor                                     |                      |
| Bowbrick, Graeme (Chair)                           |                      |
| Cavanagh, Bette (Recorder)                         | <b>Guests:</b>       |
| Cikes, Ivana                                       | Aboofazeli, Mohammad |
| Costantino, Manuela                                | Rachfall, Trisha     |
| Crisp, Joan (Vice Chair)                           | Reimer, Cyndy        |
| Davies, Jonathon                                   | Spencer, Janice      |
| Dench, Sarah                                       |                      |
| Denton, Kathy ( <i>Ex-officio</i> )                |                      |
| Dobre, Alexandra                                   | <b>Observers</b>     |
| Ellingham, Amrita                                  | Hall, Nathan         |
| Fong, Dorritta                                     | Ho, Tracy            |
| Fraser, Morna                                      | Mennill, Sally       |
| Gronsdahl, Karla                                   | Millis, Len          |
| Kinsley, John                                      |                      |
| Lal, Nikiel ( <i>Ex-officio</i> )                  |                      |
| Ng, Rella ( <i>Ex-officio</i> )                    |                      |
| 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 March 5, 2021.

### 4. APPROVAL OF MINUTES

There were no corrections to the minutes of the February 22nd meeting.

### 5. NEW BUSINESS

#### 5.1 Program Revision: Therapeutic Recreation Diploma

J. Spencer and T. Rachfall spoke to the item.

The proposed changes to the curriculum reduces the BIOL course requirement, removes two courses and adds CFCS 2432 Understanding Aboriginal Perspective and Experiences. Two new courses have also been added to reflect current academic and professional standards in Therapeutic Recreation. The revisions will help to attract rural students to the online diploma.

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 April 19, 2021 meeting.

#### 5.2 Program Revision: Bachelor in Therapeutic Recreation

J. Spencer and T. Rachfall spoke to the item.

The proposed changes remove three courses and add three courses, the number of credits (121 credits) remain the same. T. Rachfall noted the recommended changes to the upper level courses.

T. Borgford reminded Council Members that changes to degrees can require notification to the Ministry and he would follow up as required.

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 April 19, 2021 meeting.

### 6. ITEMS FOR APPROVAL

#### 6.1 Program Revision: Computing Science Certificate

M. Aboofazeli spoke to the item.



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

There being no further discussion,

**MOVED by S. Dench; SECONDED by J. Kinsley, THAT Education Council approve the Program Revision: Computing Science Certificate effective January 2022.**

**The Motion was CARRIED.**

**6.2 Program Name Change: College Preparatory English**

C. Reimer spoke to the item.

The Registrar, R. Ng, confirmed that the changes will be aligned for an effective date of September 2021.

There being no further discussion,

**MOVED by M. Costantino; SECONDED by A. Ellingham, THAT Education Council approve the Program Name Change: Academic College English effective September 2021.**

**The Motion was CARRIED.**

**6.3 Credential Name Change: Certificate of Proficiency in College Preparatory English**

C. Reimer spoke to the item.

There being no further discussion,

**MOVED by M. Westerman; SECONDED by J. Crisp, THAT Education Council approve the Credential Name Change: Certificate of Proficiency in Academic College English effective September 2021.**

**The Motion was CARRIED.**

**And,**

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

**MOVED by J. Kinsley; SECONDED by A. Ellingham, THAT Education Council recommend that the College Board approve the establishment of the new credential name Certificate of Proficiency in Academic College English effective September 2021.**

**The Motion was CARRIED.**

## 7. STANDING COMMITTEE ITEMS

### 7.1 Admission and Language Competency Committee Recommendation

#### a) **English Language Learning and Acquisition (ELLA)**

Based on their placement test scores, students in the ELLA program did not have the option to meet the College's English Language Proficiency requirement. The recommended change meets the language competency requirement as follows:  
*Mastery or assessment exemption in any three of the following courses: ELLA 0310, ELLA 0320, ELLA 0330, and ELLA 0340.*

There being no further discussion,

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

**MOVED by J. Kinsey; SECONDED by A. Dobre, THAT Education Council approve the Admissions and Language Competency Standards Committee recommendations for English Language Learning and Acquisition (ELLA) effective immediately.**

**The Motion was CARRIED.**

### 7.2 Curriculum Items

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

M. Westerman spoke to the Curriculum Committee's submission and review of 11 curriculum guidelines: 3 new and 8 revised curriculum guideline.

There being no further discussion,

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

**MOVED by J. Crisp; SECONDED by M. Costantino, THAT Education Council approve the submitted new guidelines for: GSWS 3101; HCSW 1155, THRT 1122 and the revised guidelines for: HCSW 1170, 1180, 1190, 1195, 1200; SPSC 2252, 3276; THRT 1102.**

**The Motion was CARRIED.**

### 7.3 Policy Items

#### a) **Priority Registration Policy**

R. Ng gave a brief overview of the changes. Discussion ensued.

Some concern was raised that VPAC was taking over some operational aspects of this education council policy, most notably the definition of “institutionally desirable” groups that may be designated for early registration. Other council members added that while operational aspects of the policy may be administered by VPAC, the policy still remains under the authority of the education council and the council can make changes as necessary to ensure the policy is administered by VPAC in accordance with the policy as articulated by the council. Further, a commitment was made by administration to review the listed groups on an annual basis and any extensive changes to the administration of the policy will be brought to Education Council.

There being no further discussion,

**MOVED by S. Dench; SECONDED by T. Sullivan, THAT Education Council approve the revisions to the Priority Registration Policy.**

The Motion was **CARRIED**.

## **8. REPORTS**

### **8.1 Report from the Chair**

The Chair referenced his written report formulating the 2021-2022 budget advice from Education Council to the College Board.

### **8.2 Report from the President**

The President advised that the Ministry and the Provincial Health Officer have provided high level advice about the return to in-person instruction for the Fall. There is a great deal of work that needs to be done. Recognizing that the vaccination roll-out will allow for the College to provide a much higher level of activity on campus, it is very early days with respect to any definitive plans.

Congratulations were extended to Enrolment Services and Marketing and Communications for another successful graduation celebration. The video compilation was a great piece that included valedictorian speeches, messages from Chief Rhonda Larrabee, the Board Chair and recognition of the Honorary Fellow, Rick Hansen.

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

T. Borgford advised that the recent presentation delivered by Angela Clark on Academic Integrity was recorded and is now available on DC Connect [Academic Integrity Faculty Resources](#). An FAQ to support students with navigating academic integrity issues is under development for the College’s external site.

## **9. Report from the Board Liaison**

No report.



9.1

**Report from the Secretary**

B. Cavanagh advised that an outstanding item relating to the new bylaws (coming into force July 1st) are the terms of reference for council committees which are intended to be added as appendices to the new bylaws. She will be pulling together materials on the existing committees, including existing terms of reference, and will bring some materials for council consideration in the next few months (April or May meeting).

**10. STANDING COMMITTEE REPORTS**

No committee reports.

**11. NEW BUSINESS (IN-CAMERA)**

All guests and observers departed the meeting and members met in camera. M. Costantino spoke on behalf Rella Ng, Chair, of the Educational Excellence Committee, and provided a brief overview of the recommended candidate.

There being no further discussion,

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

**MOVED by D. Fong; SECONDED by T. Sullivan, 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.**

**12. NEXT MEETING**

Monday, April 19, 2021 at 9:00 am (Virtual Meeting. Zoom)

**13. ADJOURNMENT**

The meeting adjourned at approximately 9:52 a.m.

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Chair

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Secretary