



**MINUTES OF MEETING OF EDUCATION COUNCIL  
HELD MONDAY, APRIL 11, 2022 AT 9:00 AM  
VIRTUAL MEETING VIA ZOOM**

<b>Members Present:</b>	<b>Regrets:</b>
Bartel Sawatzky, Melissa	Kaur, Arveen
Borgford, Thor	Rodriguez, Miguel
Bowbrick, Graeme (Chair)	
Cavanagh, Bette (Recorder)	
Cragg, Carys	<b>Guests:</b>
Dench, Sarah	Crisp, Joan
Denton, Kathy ( <i>Ex-officio</i> )	Freeman, Lora
Dobre, Alexandra	Helewka, Anna
Domasig, Danna	Kroeker, Tess
Fraser, Morna	Newton, Rachael
Gronsdahl, Karla	Smith, Debra*
Hall, Nathan	
Kinsley, John	
Mennill, Sally (Vice Chair)	
Millis, Len	
Ng, Rella ( <i>Ex-officio</i> )	<b>Observers:</b>
Nguyen, Regina	Gordon, Ashley
Ramkumar, Amrita	
Rana, Ruhina	
Schechter, Sam	
Sullivan, Tyler	
Williams, Justin	
<i>*Denotes late arrival</i>	

## **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**

The Chair conveyed meeting regrets from A. Kaur and M. Rodriguez.

### 3. AGENDA

The Chair confirmed that Council members had reviewed the agenda as distributed on April 1, 2022.

The Chair advised Council members of revisions to the agenda. Item 5.2 Student Appeal is added under New Business. The second revision is a request from two initiators to amend the list of approved course curriculum guidelines being presented under 7.1 Curriculum Committee Recommendations.

### 4. APPROVAL OF THE MINUTES

4.1 The Minutes of March 14, 2022 were approved.

### 5. NEW BUSINESS (Notice of Motion) Items for Council Approval

#### 5.1 Academic Dates 2023/24

R. Ng asked that Council members review and provide feedback on the exam period, semester length and grade due dates.

Discussion ensued with respect to the federal statutory holiday, National Day for Truth and Reconciliation, recognized on September 30<sup>th</sup>. It was clarified that the September 30<sup>th</sup> national holiday has not yet been approved as a provincial holiday in British Columbia. A note will be added to the academic dates to indicate this information.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the May 16, 2022 meeting. Please provide all feedback directly to Rella Ng.

#### 5.2 Student Appeal Educational Appeals Policy - Academic Appeals Committee

The Chair advised Council members that he received an email regarding a student appeal. The composition of the Academic Appeals Committee consists of the Chair, Vice Chair and one other member of Council. The Chair suggested that S. Schechter, Chair of the Policies Committee, be the third person appointed.

There being no further discussion,

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

**MOVED by S. Mennill; SECONDED by S. Dench, THAT Education Council approve the appointment of Sam Schechter to the Academic Appeals Committee.**

**The Motion was CARRIED.**

## 6. NEW BUSINESS (Notice of Motion) – Items for Council Advice to the Board

### 6.1 Program Revision: Certificate in Early Childhood Education

K. Gronsdahl spoke to the item.

The proposed revision adds a new course, ECED 2365, Global Perspectives in Early Childhood Education, as a companion course to ECED 2361, Indigenous World View. The addition of ECED 2365 as an alternative to ECED 2361, will ensure that students are not held back in completing their ECE program due to challenges in securing Indigenous instructors for ECED 2361.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the May 16, 2022 meeting.

### 6.2 Program Revision: Diploma in Early Childhood Education

K. Gronsdahl spoke to the item.

See item 6.1 above.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the May 16, 2022 meeting.

### 6.3 Program Revision: Bachelor of Science in Nursing

A. Helewka spoke to the item.

The proposed revisions were made in consultation with Enrolment Services. Items that are not a condition of admission (clinical requirements, practice placements, health assessments) have been moved out of the program guideline. The BSN program is creating a new course, NURS 4618, in partnership with the health authorities, which provides a residency preceptorship in a specialty area.

In response to a query, the initiator confirmed that there has been no increase or decrease in overall credits for any of the pathways.

The Registrar advised that the effective date would be January 2023. This item will be reviewed by the Programs Committee at their May meeting.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the May 16, 2022 meeting.

### 6.4 Policy Items

#### a) Credentials Awarded Policy

R. Ng gave a brief overview of the changes and noted that she had presented the proposed changes to the Faculty Education Committees (FECs). She advised that

information gathered through an environmental scan identified that other peer institutions have a 50% residency requirement; Douglas College would be aligned with other institutions. Discussion ensued regarding the 50% residency requirement for Bachelor Degrees.

S. Mennill inquired, on behalf of the Psychology Department, whether there was an opportunity to maintain the department's ongoing 40% residency requirement for the degree program and whether exceptions to the policy may be granted.

The Chair noted that variances, if approved, would have to be visible so that students could easily find the information.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the May 16, 2022 meeting.

**b) Accessibility to College Programs, Courses and Services for Persons with Disabilities**

S. Dench provided the rationale and recommendation to repeal the policy.

Accommodation of persons with disabilities is a legal obligation of Douglas College under the BC Human Rights Code. The policy and procedures described, fall outside of the scope of the *College and Institute Act* and the existing policy is superseded by the College's Human Rights Policy (created 2019). Further, British Columbia has recently enacted Accessibility legislation, which from Fall 2022 will require a shift to practices of universal access by all public sector entities, regardless of legacy policies.

The commitments and supports to students and instructors as described in the Accessibility to College Programs, Courses and Services for Students with Disabilities also cover ground that is well served (and exceeded) by the Accessibility Services office in ensuring access and meeting the College's human rights obligations.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the May 16, 2022 meeting.

## **7. FINAL DECISION (Motion to Approve) – Items for Council Approval**

### **7.1 Curriculum Items**

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

L. Millis spoke to the Curriculum Committee's submission.

At the request of two initiators, ACCT 3550, ACCT 3570, THRT 2301 and ECED 2635 were requested to be withdrawn from the approved guidelines indicated in the Committee's report. The Chair will relegate the previous workflow stage back to the initiator's to complete minor revisions.



The Committee reviewed 23 curriculum guidelines and approved 2 new curriculum guidelines, 16 revised curriculum guidelines and 1 withdrawn.

There being no further discussion,

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

**MOVED by J. Williams; SECONDED by M. Fraser, THAT Education Council approve the submitted new guidelines for PEFA 3230, THRT 2302, the revised guidelines: BIOL 2401, BUSN 1210, BUSN 3312, BUSN 4410, BUSN 4460, EAES 2605, ENGL 1102, ENGL 1106, ENGL 1109, ENGL 1114, ENGL 1115, HOSP 1145, HOSP 1235, THRT 2307, THRT 2308, THRT 2309; and the withdrawn guideline: NURS 4518.**

**The Motion was CARRIED.**

## **8. DECISION (Motion to Approve) Items for Council Advice to the Board**

### **8.1 Program Revision: Bachelor of Science Degree Completion Psychiatric Nursing**

The Chair welcomed guest J. Crisp. No comments or questions arose.

There being no further discussion,

**MOVED by C. Cragg; SECONDED by M. Bartel Sawatzky, THAT Education Council approve the Program Revision: Bachelor of Science Degree Completion Psychiatric Nursing effective January 2023.**

**The Motion was CARRIED.**

### **8.2 Program Revision: Business Law (Concentration)**

The Chair welcomed guest L. Freeman. No comments or questions arose.

There being no further discussion,

**MOVED by S. Schechter; SECONDED by A. Dobre, THAT Education Council approve the Program Revision: Business Law (Concentration) effective January 2023.**

**The Motion was CARRIED.**

### **8.3 Program Revision: Post-Degree Diploma in Business Law**

The Chair welcomed guest L. Freeman. No comments or questions arose.

There being no further discussion,



**MOVED by S. Schechter; SECONDED by T. Sullivan, THAT Education Council approve the Program Revision: Post-Degree Diploma in Business Law effective January 2023.**

**The Motion was CARRIED.**

**8.4 Program Revision: Bachelor of Business Administration Management**

The Chair welcomed guest R. Newton. No comments or questions arose.

S. Schechter expressed appreciation for incorporating the Communications (CMNS) courses to the list of CBA electives.

There being no further discussion,

**MOVED by S. Schechter; SECONDED by C. Cragg, THAT Education Council approve the Program Revision: Bachelor of Business Administration Management effective January 2023.**

**The Motion was CARRIED.**

**8.5 Program Revision: Financial Services Management (Concentration)**

The Chair welcomed guest R. Newton. No comments or questions arose.

There being no further discussion,

**MOVED by N. Hall; SECONDED by S. Schechter, THAT Education Council approve the Program Revision: Financial Services Management (Concentration) effective January 2023.**

**The Motion was CARRIED.**

**8.6 Program Revision: Hospitality Management (Concentration)**

The Chair welcomed guest R. Newton. No comments or questions arose.

There being no further discussion,

**MOVED by S. Mennill; SECONDED by S. Schechter, THAT Education Council approve the Program Revision: Hospitality Management (Concentration) effective January 2023.**

**The Motion was CARRIED.**

**8.7 Program Revision: Human Resource Management (Concentration)**

The Chair welcomed guest R. Newton. No comments or questions arose.



There being no further discussion,

**MOVED by S. Schechter; SECONDED by S. Mennill, THAT Education Council approve the Program Revision: Human Resource (Concentration) effective January 2023.**

**The Motion was CARRIED.**

**8.8 Program Revision: International Business Management (Concentration)**

The Chair welcomed guest R. Newton. No comments or questions arose.

There being no further discussion,

**MOVED by C. Cragg; SECONDED by S. Schechter, THAT Education Council approve the Program Revision: International Business Management (Concentration) effective January 2023.**

**The Motion was CARRIED.**

**8.9 Program Revision: Project Management (Concentration)**

The Chair welcomed guest R. Newton. No comments or questions arose.

There being no further discussion,

**MOVED by S. Schechter; SECONDED by C. Cragg, THAT Education Council approve the Program Revision: Project Management (Concentration) effective January 2023.**

**The Motion was CARRIED.**

**8.10 Program Revision: Supply Chain Management (Concentration)**

The Chair welcomed guest R. Newton. No comments or questions arose.

There being no further discussion,

**MOVED by S. Dench; SECONDED by T. Sullivan, THAT Education Council approve the Program Revision: Supply Chain Management (Concentration) effective January 2023.**

**The Motion was CARRIED.**

**8.11 Program Revision: Trades Management (Concentration)**

The Chair welcomed guest R. Newton. No comments or questions arose.



There being no further discussion,

**MOVED by J. Kinsley; SECONDED by N. Hall, THAT Education Council approve the Program Revision: Trades Management (Concentration) effective January 2023.**

**The Motion was CARRIED.**

**8.12 Admission Items**

R. Ng referred to the submitted report. No further questions arose.

- Diploma in Sign Language Interpretation  
Requesting removal of the phrase “as indicated in the BC Transfer Guide” from “successful completion of ENGL 1130 or CMNS 1115 (3 credits) (or equivalent as indicated in the BC Transfer Guide)”.
- Effective January 2023
- Move the following language from Graduation Requirement to Admissions Requirement: “Students are responsible for providing all necessary documentation to demonstrate English Entrance requirements or equivalencies”.

There being no further discussion,

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

**MOVED by C. Cragg; SECONDED by M. Fraser, THAT Education Council approve the Admission Advisory Committee recommendations Diploma in Sign Language Interpretation effective January 2023.**

**The Motion was CARRIED.**

**8.13 Policy Item**

S. Dench spoke to the item. No comments or questions arose.

There being no further discussion,

**MOVED by S. Dench; SECONDED by C. Cragg, THAT Education Council approve the Educational Policies Committee recommendations to the College/School District Relationship policy and name change, Dual Credit and Concurrent Studies Policy effective April 2022.**

**The Motion was CARRIED.**

## **9. INFORMATION ITEMS**

### **9.1 Programs Committee**

The Chair referred to the March report in the agenda package. No questions or comments arose.

## **10. REPORTS**

### **10.1 Report from the Chair**

The Chair referenced his written reports in the agenda package. No questions or comments arose.

The Chair pointed out that the agenda now reflects and acknowledges the work of the items coming through the various committees (referenced in blue italics). It reinforces our process under our Bylaws that all items (with rare exceptions) come through an Education Council named committee.

### **10.2 Report from the President**

The President extended her appreciation for all of the hard work and flexibility over the Winter semester and recognized that January was a very challenging start to the term. She commented on the events returning to campus including the upcoming College-wide speaker series and encouraged people to participate at their own comfort level.

The President advised that the 2022/23 budget was approved at the March 24, 2022 College Board meeting.

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

T. Borgford echoed Kathy's comments with respect to the semester and expressed appreciation for the hard work and dedication. He extended thanks to those undergoing comprehensive program reviews which are an extremely valuable contribution to the quality of our work.

### **10.4 Report from the Board Liaison**

No report.

### **10.5 Report from the Secretary**

B. Cavanagh advised that the election for Chair and Vice Chair will be administered electronically. An email with instructions will be circulated to the returning and incoming members along with a template created for the nominator and the candidate to complete.



**11. NEXT MEETING**

Monday, May 16, 2022 at 9:00 a.m. Via Zoom.

**12. ADJOURNMENT**

The meeting adjourned at approximately 10:13 a.m.

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**Chair**

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**Secretary**