

MINUTES OF MEETING OF EDUCATION COUNCIL

March 17, 2025

9:00 am – 11:00 am (Via Zoom)

Members Present:	Regrets:
Bernoe, Axel	Denton, Kathy
Borgford, Thor	Keighron, David
Cawley, Pam	Kuo, Ann
Curiel, Cathy	Villavicencio, George
Dench, Sarah	
Dobre, Alexandra <i>(for George Villavicencio)</i>	
Gibson, Greg	
Hall, Nathan (Vice Chair)	Guests:
Lupton, Rowan*	Dane, Laura
Mennill, Sally (Chair)	Falls, Dominique*
Mills, Cathy	Smith, Lisa
Nayyar, Mohit	
Nicholson, Maureen	
Rajendran, Srinithin (ex-officio)	
Rana, Ruhina	Observers:
Sawhney, Avika	N/A
Singh, Amarpreet	
Tilley, Janette	
Younan, Bacel (ex-officio)	

**Late arrival*

1. TRADITIONAL TERRITORIAL ACKNOWLEDGEMENT

The Chair acknowledged that Douglas College respectfully acknowledges that our campuses are located on the unceded traditional and ancestral lands of the Coast Salish Peoples, including the territories of the q'ícəy̓ (Katzie), q'w̓a:ḥł'əḥ (Kwantlen), k'wík'wəłəm (Kwikwetlem), x'w̓məθk'wəy̓əm (Musqueam), qiqéyt (Qayqayt), Skwxwú7mesh (Squamish), scəw̓aθən (Tsawwassen) and səliłwətał (Tsleil-Waututh) Peoples.

2. ROLL CALL

K. Denton, D. Keighron, A. Kuo and G. Villavicencio sent regrets to the meeting.

3. AGENDA

The Chair confirmed that Council members had reviewed the agenda as distributed on March 7, 2025.

4. APPROVAL OF THE MINUTES

4.1 The Minutes of February 10, 2025 were approved.

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

5.1 Policy Items

a) Appeal of Educational Decisions Policy

G. Gibson advised that the Policies Committee was tasked by Education Council at the January 2025 meeting to review the Appeal of Educational Decisions Policy section under Stage III Appeal Tribunal Membership.

The proposed revisions aim to extend the time frame from 10 business days to 15 business days for each item in the Tribunal process. Additionally, the revisions introduce language addressing the appointment and participation of an alternate Tribunal member. This adjustment is designed to enhance the Tribunal's flexibility in various situations that may arise, including conflicts of interest involving the Chair or Vice Chair, or personal challenges faced by Tribunal members.

ACTION: Please refer this item to your constituency groups for consideration of approval at the April 14, 2025 meeting.

b) Program Advisory Committee(s) Policy

G. Gibson spoke to the item.

As part of its regular review cycle, the Educational Policies Committee has determined that the Program Advisory Committee(s) Policy is functioning well as is. The policy was updated to reflect the current educational policy template.

ACTION: Please refer this item to your constituency groups for consideration of approval at the April 14, 2025 meeting.

c) **Visiting and Exchange Student Policy**

S. Dench spoke to the item.

Noting that this policy was reviewed as part of the regular review cycle, the policy content is primarily operational, detailing processes that occur within Douglas College International and Enrolment Services. The described processes are outdated and may be subject to frequent amendments, often on short notice, as directed by Immigration, Refugees and Citizenship Canada (IRCC).

The definitions and entitlements specified in the policy, including the services available to Visiting and Exchange Students at Douglas College, have already been addressed in other related policies concerning admissions, registration, transfer credit, and educational affiliations. These include the Admissions Policy, the Educational Affiliations Policy, the Recognition of Transfer Credit Policy, and various other policies and standard operating procedures that contain relevant language regarding the registration process.

Once a student is admitted to the College and assigned a student number, standard processes will be initiated.

Enrolment Services and Douglas College International have been consulted and support the withdrawal of this policy.

The Chair extended thanks to the Educational Policies Committee for their work on the policies.

ACTION: Please refer this item to your constituency groups for consideration of approval at the April 14, 2025 meeting.

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

6.1 **Program Revision: Bachelor of Physical Education and Coaching**

D. Falls spoke to the item.

The proposed changes to the Bachelor of Physical Education and Coaching program include:

- Updating the admissions and program requirements
- Removing two non-academic graduation requirements
- Eliminating the need for reference forms
- Updating the concentrations to match current course offerings

- Revising the English and Philosophy requirements
- Add program learning outcomes to the program guideline.
- Clarifying wording throughout the documentation

Discussion ensued and additional revisions were recommended. The Registrar advised that it would be helpful for the initiator to have the Programs Committee review it again.

ACTION: Please refer this item to your constituency groups for consideration of approval at the April 14, 2025 meeting.

6.2 Program Revision: Associate of Arts in Psychology

L. Dane spoke to the item.

The proposed changes include renaming course PSYC 2341 - Psychological Disorders and Treatment and the addition of course PSYC 1130 – Lifespan Human Development to better align with the admissions requirements in the Bachelor of Arts in Applied Psychology program.

B. Younan recommended two corrections. The 35.0 credits listed under Additional Graduation Requirements with Cooperative Education should read 34.5 credits. A correction is also needed to the Course Title of PSYCH 1200.

The Chair confirmed that she would make the necessary edits in Curriculum Navigator on behalf of the initiators.

ACTION: Please refer this item to your constituency groups for consideration of approval at the April 14, 2025 meeting.

6.3 Program Revision: Associate of Arts in Psychology – Pre-Bachelor

See Item 6.2 above.

ACTION: Please refer this item to your constituency groups for consideration of approval at the April 14, 2025 meeting.

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

7.1 Curriculum Committee

a) Curriculum Committee Recommendations

M. Nicholson spoke to the Curriculum Committee's review and approval of 44 curriculum guidelines (CGs). There are 33 revised CGs and 11 new CGs.

There being no further discussion,

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

MOVED by A. Bernoe; SECONDED by R. Rana, THAT Education Council approve the submitted *revised* curriculum guidelines: YJWD 1100, YJWD 1240, YJDW 2240, YJWD 2300; ACCT 1235, MARK 3820; PSYC 5001; CMNS 3000, CMNS 3100, CMNS 3102, CMNS 3103, CMNS 3200, CMNS 3316, CMNS 3400, CMNS 3401, CMNS 3500, CMNS 3501, CMNS 3600, CMNS 3700, CMNS 3800, CMNS 3901, CMNS 4000; MODL 1171, MODL 1172, MODL 1192, MODL 2271, MODL 2272, MODL 2273; MUSC 1177, MUSC 1277, MUSC 2177, MUSC 2277; SPSC 4302 *and the submitted new curriculum guidelines: ACCT 3001; VTEC 1211, VTEC 1314, VTEC 2320, VTEC 2321, VTEC 2402, VTEC 2404, VTEC 2406, VTEC 2407, VTEC 2414 and VTEC 2417.*

The Motion was CARRIED.

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

8.1 No items.

9. INFORMATION ITEMS

9.1 Concept Paper: Bachelor of Arts in Sustainability and Social Innovation

L. Smith spoke to the item.

The Faculty of Humanities and Social Sciences (HSS) seeks feedback from the Education Council on a Concept Paper for a proposed degree, the Bachelor of Arts in Sustainability and Social Innovation. This unique applied interdisciplinary program is designed to equip students with essential competencies and knowledge in sustainability to address the complex societal challenges ahead. The program offers opportunities for internships, cooperative education, research projects, and community-engaged learning.

The 120-credit (4-year) open enrollment program will cater to students pursuing careers in government (municipal, provincial, federal) as well as in the private and not-for-profit (NGOs - Non-Government Organizations) sectors, including policy and program development.

Council members were enthusiastic about this new offering and provided their feedback for consideration and inclusion in the Full Program Proposal.

ACTION: Please refer this item to your constituency groups and direct all feedback to **Lisa Smith** at lsmith65@douglascollege.ca or **Jennifer Anaquod** at anaquodj@douglascollege.ca.

9.2 Programs Committee Report February 2025

The Chair referred to the February 2025 report in the agenda package. No questions or comments arose.

9.3 Admissions Advisory Committee Report February 2025

The Chair referred to the February 2025 report in the agenda package. No questions or comments arose.

10. REPORTS

10.1 Report from the Chair.

The Chair advised that one student appeal was overseen by the Appeals Tribunal Committee.

Reminding everyone about the upcoming Education Council elections the Chair encouraged members to think about running for a position and to encourage others to vote.

10.2 Report from the President

T. Borgford reported on behalf the President.

The College has concluded the process for receiving budget advice/feedback. The 2025-2025 Budget, including the College response to feedback, will go to the March 2025 Board meeting for approval.

T. Borgford noted a significant reduction in international enrolments as a result of changes to federal immigration policy. While Douglas College may not be as significantly affected as some institutions who have appeared recently in the news, we are not entirely immune from the impact of the changes. Importantly, our Domestic and International Recruiting Officers are working full-out to mitigate the impact of lost enrolments.

T. Borgford emphasized that areas who are either considering adding a Cooperative Education option to a program or modifying an existing Co-op program, should please consult with the Director of Business Development before moving forward.

10.3 Report from the Vice President, Academic & Provost

No report.

10.4 Board Liaison

N. Rajendran noted that he would be attending the Douglas College Board Meeting later this week

10.5 Report from the Secretary

No report.

11. DECISION IN-CAMERA**11.1 Recommendation: Award for Educational Excellence 2024-2025**

All guests and observers departed the meeting and members met in camera. The Chair welcomed Janette Tilley, Chair of the Educational Excellence Committee, to provide a brief overview of the recommended candidate.

There being no further discussion,

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

MOVED by N. Hall, SECONDED by R. Lupton, THAT Education council approve the recommendation of the 2024-2025 Educational Excellence Committee as presented, and submit the recommendation to the Senior Management Team (SMT) for approval.

The Motion was CARRIED.

12. NEXT MEETING

April 14, 2025, at 9:00 a.m. (Via Zoom)

13. ADJOURNMENT

The meeting adjourned at approximately 10:16 a.m.

Chair

Secretary