

**MINUTES OF MEETING OF EDUCATION COUNCIL**

May 12, 2025

**9:00 am – 11:00 am (Via Zoom)**

<b>Members Present:</b>	<b>Regrets:</b>
Bernoe, Axel	Cawley, Pam
Borgford, Thor	
Curiel, Cathy	
Dench, Sarah	
Denton, Kathy (ex-officio)	
Gibson, Greg	
Hall, Nathan (Vice Chair)	<b>Guests:</b>
Hashemi, Tina	Harris, Lee
Keighron, David	
Kuo, Ann	
Lupton, Rowan	
Mennill, Sally (Chair)	
Mills, Cathy	<b>Observers:</b>
Nayyar, Mohit	Hunt, Michelle
Nicholson, Maureen	Jassal, Amandeep
Rajendran, Srinithin (ex-officio)	Pourmohseni, Sepehr (Sky)
Rana, Ruhina	Yan, Genessa
Sawhney, Avika	
Singh, Amarpreet	
Tilley, Janette	
Villavicencio, George	
Younan, Bacel (ex-officio)	

**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'w'ikwəłəm (Kwikwetlem), x'w̓məθk'əy̓əm (Musqueam), qiqéyt (Qayqayt), Skwxwú7mesh (Squamish), scəw̓aθən (Tsawwassen) and səlilwətał (Tsleil-Waututh) Peoples.

## 2. ROLL CALL

P. Cawley sent regrets.

## 3. AGENDA

The Chair confirmed that Council members had reviewed the agenda as distributed on May 2, 2025.

## 4. APPROVAL OF THE MINUTES

4.1 The Minutes of April 14, 2025 were approved.

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

5.1 No items.

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

6.1 No items.

## 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 15 curriculum guidelines (CGs). There are 13 revised CGs; 1 new, 1 withdrawn.

There being no further discussion,

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

**MOVED by D. Keighron; SECONDED by N. Hall, THAT Education Council approve the submitted *revised* curriculum guidelines: LING 1101, LING 1102; MODL 2291, MODL 2292, PHYS 1170, SPSC 1103, SPSC 1105, SPSC 2205, SPSC 2211, SPSC 2252, SPSC 2275, SPSC 3256, SPSC 4151; the submitted *new* curriculum guidelines: HIST 3365 and the *withdrawal* of SOWK 3260.**

**The Motion was CARRIED.**

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

### 8.1 Academic Dates 2026-2027

B. Younan, Registrar, reported that no feedback had been received regarding the Academic Dates.

There being no further discussion,

**MOVED by S. Dench; SECONDED by R. Rana, THAT Education Council approve the Academic Dates 2026-2027.**

**The Motion was CARRIED.**

## 9. INFORMATION ITEMS

### 9.1 Concept Statement: Career Educators Post-Degree Program (Continuing Education)

L. Harris spoke to the item on behalf of S. Quressette.

The proposed Career Educator (Continuing Education) program aims to support K–12 teachers and school counsellors in integrating career education into their practice. The program emphasizes work-integrated learning and aims to meet the growing demand for professional development (PD) in this area.

A discussion took place concerning the proposed program's title. The Education Council recommended revising the credential name to "Career Educators Certificate" to better reflect the program's focus.

Council members provided their feedback for consideration and inclusion in the Full Program Proposal.

**ACTION:** Please refer this item to your constituency groups. Please direct all feedback on this item to **Lee Harris** and **Seanna Quressette**.

### 9.2 Concept Statement: Careers and Mental Health Program (Continuing Education)

L. Harris spoke to the item.

The proposed continuing education program integrates five (5) existing courses for Career Development Professionals (CDPs) that are currently offered as professional development. The goal of the program is to provide CDPs' with a credential that will enhance their ability to support a wide range of clients experiencing career-related challenges.

A discussion ensued regarding the approval process for Continuing Education (CE) programs. It was noted that the current process outlined in the policy, is quite lengthy and out of date. T. Borgford explained that there is a significant amount of scrutiny involved in reviewing these programs, which may not always be apparent. He added that for two years a team has been working to develop a more streamlined process for CE approvals. The objective is to establish a consistent and up-to-date procedure, as current practices vary across the College. Once the new process has been thoroughly tested it will be codified into the policy.

**ACTION:** Please refer this item to your constituency groups. Please direct all feedback on this item to **Lee Harris** and **Seanna Quressette**.

### **9.3 Programs Committee**

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

#### **a) Course and Program Approval Timelines (Quick Reference Tool) Updated 2025**

The Chair expressed appreciation to the Committee for the helpful revisions to the Quick Reference Tool.

### **9.4 Draft 2025-2026 Education Council Meeting Schedule**

The Chair referenced the draft 2025-2026 meeting schedule dates. No issues were raised.

**ACTION:** Please refer this item to your constituency groups. Please direct all feedback on this item to Bette Cavanagh.

## **10. REPORTS**

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

S. Mennill advised that she has been acclaimed as Chair and that Cathy Mills has been acclaimed as Vice Chair. She extended her thanks to Nathan Hall for all his contributions to Education Council. She noted that we have two candidates running for the open staff position which will start campaigning shortly. Please encourage staff to participate and vote.

The Chair advised that she is reviewing the committee membership for the 2025-2026 academic year. If you are a returning council member and are interested in changing your committee assignment, please contact her directly.

The Chair shared that Education Council will conduct a review of the Bylaws in 2025-2026.

The next Education Council meeting is in-person, June 9, 2025.

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

The President extended congratulations to Sally Mennill and Cathy Mills for stepping up to the Chair and Vice Chair roles. She also expressed appreciation to Nathan Hall for his valuable contributions to Education Council.

The President advised that feedback on the draft 2025-2030 Strategic Plan is currently being refined and is scheduled for presentation to the Douglas College Board in June 2025.

The President advised that the College has been working diligently to strengthen student enrolments with a focus on international student recruitment.

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

T. Borgford shared that there is an expert team currently revising the Continuing Education (CE) policy processes. He anticipates having this revision come before VPAC and EdCo in the Fall.

#### **10.4 Board Liaison**

S. Rajendran advised that the College Board meeting will take place on May 22, 2025.

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

The Secretary conveyed the results for the Election of Chair and Vice Chair 2025-2026 academic year:

- Sally Mennill, Chair elected and declared by acclamation
- Cathy Mills, Vice-Chair was elected and declared acclamation

Congratulations were extended.

The Secretary advised that our in-person meeting scheduled for June 9<sup>th</sup> will offer light refreshments. An email will be circulated to gather any allergy or dietary restrictions. Please confirm your attendance at your earliest convenience to assist us in finalizing the catering plans.

### **11. NEXT MEETING**

June 9, 2025, at 9:00 a.m. (In-Person)



**12. ADJOURNMENT**

The meeting adjourned at approximately 9:36 a.m.

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**Chair**

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**Secretary**