DOUGLASCOLLEGE

EDUCATION COUNCIL AGENDA
MONDAY, December 15, 2025
9:00 am – 11:00 am (Via Zoom)

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1. **TRADITIONAL TERRITORIAL ACKNOWLEDGEMENT**

2. **ROLL CALL**

3. **AGENDA**

4. **APPROVAL OF MINUTES**

    4.1.   Minutes of November 17, 2025

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

    5.1.   Policy Committee Items

        a) Educational Affiliations Policy **(Notice of Motion) (G. Gibson)**
           (Policies Committee)

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

    6.1.   Educational Affiliation: York St John University, United Kingdom **(Notice of Motion) (J. Zhao/L. Haselton)**

    6.2.   Educational Affiliation: Universidad EAFIT, Columbia **(Notice of Motion) (J. Zhao/L. Haselton)**

    6.3.   Request for Program Variance: Certificate in Academic Foundations for Potential Psychiatric Nursing Applicants **(Notice of Motion) (M. Hunt)**
          (Admissions Advisory Committee)

    6.4.   Program Revision: Certificate in Teaching English as a Second Language **(Notice of Motion) (G. Sokic)**
          (Programs Committee)

    6.5.   Program Revision: Diploma in Child and Youth Care **(Notice of Motion) (J. Williams/Y. Gomez)**
          (Programs Committee)

    6.6.   Program Revision: Bachelor of Arts in Child and Youth Care **(Notice of Motion) (J. Williams/Y. Gomez)**
          (Programs Committee)

    6.7.   Program Revision: Bachelor of Social Work **(Notice of Motion) (C. Oliver)**
          (Programs Committee)

DOUGLASCOLLEGE

6.8. Full Program Proposal: Post-Baccalaureate Diploma in Information Technology Project Management **(Notice of Motion) (M. Semeniuk)**
(Programs Committee)

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

   7.1. Curriculum Committee Items

   a) Curriculum Committee Recommendations **(Motion to Short-cycle; Motion to Approve) (D. Keighron)**
   (Curriculum Committee)

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

   8.1. Program Revision: Certificate in Health Care Assisting (*BF Item 6.1 October 2025*) **Motion to Approve) (T. Gill)**
   (Programs Committee)

   8.2. Program Revision: Bachelor of Business Administration in Accounting , Concentration in Data Analytics (*BF Item 6.1 November 2025*) **(Motion to Approve) (D. Keighron)**
   (Programs Committee)

   8.3. Program Revision: Bachelor of Business Administration in Accounting , Concentration in Public Accounting (*BF Item 6.2 November 2025*) **(Motion to Approve) (D. Keighron)**
   (Programs Committee)

   8.4. Program Revision: Bachelor of Business Administration in Accounting , Concentration in Taxation (*BF Item 6.3 November 2025*) **(Motion to Approve) (D. Keighron)**
   (Programs Committee)

   8.5. Program Revision: Certificate in Global Competency (*BF Item 6.4 November 2025*) **(Motion to Approve) (J. Bourget)**
   (Programs Committee)

   8.6. Full Program Proposal: Bachelor of Science in Computing Science (*BF Item 6.5 November 2025*) **(Motion to Approve) (S. Khosravi)**
   (Programs Committee)

   8.6.1. Recommendation to the College Board to establish the credential Bachelor of Science in Computing Science **(Motion to Short-cycle; Motion to Approve) (S. Mennill)**.

9. **INFORMATION ITEMS**

   9.1. Concept Paper: Bachelor of Arts in Applied Communications **(A. McDonald)**
   (Programs Committee)

   9.2. Programs Committee Report November 2025

9.3.   Admissions Advisory Committee Report November 2025

10. <u>REPORTS</u>

10.1.   Report from the Chair **(S. Mennill)**

10.2.   Report from the President **(K. Denton)**

10.3.   Report from the Vice President Academic & Provost **(T. Borgford)**

10.4.   Report from the Board Liaison **(V. Thakur)**

10.5.   Report from the Secretary **(B. Cavanagh**)

11. <u>NEXT MEETING</u>

Monday, January 19, 2026 at 9:00 am **(Via Teams)**

12. <u>DEADLINES</u>

Curriculum Guidelines: Wednesday, January 7, 2026, 9:00 a.m.

Agenda Submission: Wednesday, January 7, 2026, 3:00 p.m.

13. <u>ADJOURNMENT</u>

DOUGLASCOLLEGE

D R A F T
MINUTES OF MEETING OF EDUCATION COUNCIL
November 17, 2025
9:00 am – 11:00 am (Via Zoom)

Members Present:	Regrets:
Bernoe, Axel	N/A
Borgford, Thor	
Cawley, Pam*	
Curiel, Cathy	
Dench, Sarah	
Denton, Kathy (*ex-officio*)	
Ebiyomare, Winston*	
Frolick, Daniel	
Genio, Mira	**Guests:**
Gibson, Greg	Bourget, Jason
Hunt, Michelle	Fixter, Brian
Jassal, Amandeep	Khosravi, Shariar
Keighron, David	Satish Kumar, Medha
Mennill, Sally (Chair**)**	
Mills, Cathy (Vice Chair)	
Nicholson, Maureen	
Pourmohseni, Sephr (Sky)	
Sawhney, Avika	**Observers:**
Thakur, Vijayta (*ex-officio*)	Lakowski, Emerson
Tilley, Janette	Yan, Genessa
Turner, Caitlin	
Villavicencio, George	
Younan, Bacel (*ex-officio*)	

*denotes 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 q̓íc̓əy̓ (Katzie), q'ʷa:n̓ƛ'ən̓ (Kwantlen), kʷikʷəƛ̓əm (Kwikwetlem), xʷməθkʷəy̓əm (Musqueam), qiqéyt (Qayqayt), Skwxwú7mesh (Squamish), scəw̓aθən (Tsawwassen) and səlilwətaɬ (Tsleil-Waututh) Peoples.

2. ROLL CALL
No regrets.

3. AGENDA

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

4. APPROVAL OF THE MINUTES

4.1 The Minutes of October 20, 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 Program Revision: Bachelor of Business Administration in Accounting, Concentration in Data Analytics in Accounting
D. Keighron spoke to the item.

This program revision adds two new courses created in the Accounting Department; ACCT 4880 – Applied External Audit and ACCT 3421 - Crypto Accounting & Taxation. One course is removed, ACCT 1222 - Computer Applications for Accounting, as it is already listed as a required course in the BBA program. Additional revisions include an update to the learning outcomes as well as updating the GPA requirement to align with the Credentials Awarded Policy.

B. Younan, Registrar, advised that the curriculum framework already contains standard language for Concentrations. The Registrar will provide the initiator with the suggested wording by email to ensure alignment with all 17 concentrations in CBA. It was also suggested that the 'notes' indicated need to be captured in the FAQ section of the program page.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December 15, 2025 meeting.

6.2 Program Revision: Bachelor of Business Administration in Accounting, Concentration in Public Accounting
D. Keighron spoke to the item.

Please see Item 6.1 above for additional recommended revisions.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December 15, 2025 meeting.

6.3 **Program Revision: Bachelor of Business Administration in Accounting, Concentration in Taxation**

D. Keighron spoke to the item.

This program revision adds course ACCT 3421 - Crypto Accounting & Taxation and removes course ACCT 4770 – Taxation Theory, which is no longer offered.

Please see Item 6.1 above for additional recommended revisions.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December 15, 2025 meeting.

6.4 **Program Revision: Certificate in Global Competency**

J. Bourget spoke to the item.

This program revision proposes the following revisions:

- Removes the restriction on GCC-eligible Communications (CMNS) courses.
- Change from "self-paced" to "4 years" to align with the Credentials Awarded Policy for Certificates.
- Update to non-academic requirements to reflect the three categories available to students
- Convert GCC course list with course numbers only (no titles) to improve readability and simplify future course changes.

B. Younan, Registrar, commended the initiator for converting the course list into table format, making it much easier to maintain and update.

The Registrar recommended modifying the program duration from self-paced to a one (1) year timeline to align with the Credentials Awarded Policy. Students will continue to have a maximum of four (4) years to complete the program. Additionally, it was recommended that any course that is no longer offered from the GCC-eligible list, be removed.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December 15, 2025 meeting.

6.5 **Full Program Proposal: Bachelor of Science in Computing Science**

S. Khosravi spoke to the item.

The proposed Bachelor of Science in Computing Science, is a joint initiative developed between the Department of Computing Science in the Faculty of Science and Technology and the Department of Computing Studies and Information Systems in

DOUGLASCOLLEGE

the Faculty of Commerce and Business Administration. Faculty members from both departments will deliver the program. The proposal also introduces two Concentrations, Concentration in Cybersecurity and Concentration in Game Development.

Discussion ensued. B. Younan, Registrar, provided the initiator with suggested revisions to ensure compliance with standard language used for multiple credentials, as well the standard language used for COOP (Co-Operative Education). Additional recommended revisions were noted and will be sent by B. Younan to the initiator via email.

The President expressed appreciation for the overall structure and design. She inquired about the transferability of the courses and if there were any pathways in particular to direct students to higher level education (i.e. pursuit of graduate studies).

S. Khosravi responded that a Program Advisory Committee was assembled and many letters of support were obtained from both academic and industry partners. All courses in the first year are transferable through the BC Transfer Guide. He continued that potential transfer partners include BC research universities such as SFU, UBC, UFV and KPU. The program offers multiple entry and exit points and supports laddering options for students.

M. Nicholson encouraged the initiator to consider adding course CMNS 1115 – Business Communication, as this course would align well with the proposed program.

The Chair expressed her appreciation for the new program and that it was great to see collaboration across faculties.

ACTION: Please refer this item to your constituency groups and direct all feedback to **Shariar Khosravi** at khosravis@douglascollege.ca for consideration of approval at the December 15, 2025 meeting.

7. <u>**FINAL DECISION (Motion to Approve) – Items for Council Approval**</u>

   7.1   <u>**Curriculum Committee**</u>

   a)   **Curriculum Committee Recommendations**

   D. Keighron spoke to the Curriculum Committee's review of 29 curriculum guidelines (CGs). There are 17 revised, 8 new and 4 withdrawn.

   There being no further discussion,

DOUGLASCOLLEGE

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

MOVED by S. Dench; SECONDED by A. Bernoe, THAT Education Council approve the submitted *revised* curriculum guidelines: COBA 4886; **CSIS** 2260, **CSIS** 2270; **ANTH** 1111; **SPSC** 4211, **SPSC** 4199; **VTEC** 1103, **VTEC** 2309, **VTEC** 2107, **VTEC** 1202, **VTEC** 2304, **VTEC** 2109, **VTEC** 2108, **VTEC** 2112, **VTEC** 1112, **MATH** 3316, **MATH** 2321, and **submitted *new* curriculum guidelines: ANTH** 2194**; PEFA** 3410**, PEFA** 4410; **MUSC** 2182**, MUSC** 2282**, MUSC** 3173**, MUSC** 3275**: Audio Capstone I, MUSC** 4275**: Audio Capstone II** and *withdrawn* **curriculum guidelines BIOL** 1105**, BIOL** 1205**, BIOL** 4101**, BIOL** 4305.

The Motion was <u>**CARRIED**</u>**.**

8. <u>**DECISION (Motion to Approve) Items for Council Advice to the Board**</u>

   8.1   <u>**Program Revision: Post-Baccalaureate Diploma in Advanced Human Resource Management**</u>
   M. Satish Kumar spoke to the item.

   There being no further discussion,

   MOVED by D. Keighron; SECONDED by D. Frolick, THAT Education Council approve the Program Revision: Post-Baccalaureate Diploma in Advanced Human Resources, effective September 2026.

   The Motion was <u>**CARRIED**</u>**.**

9. <u>**INFORMATION ITEMS**</u>

   9.1   <u>**Concept Paper: Minor in Business Law**</u>
   B. Fixter spoke to the item.

   This interdisciplinary Concept Paper proposes a 24-credit Minor in Business Law. The minor would equip students in Douglas College degree programs with a comprehensive foundation in business and commercial law. The Minor is structured using existing courses offered by the Business Law Department (BLAW), the Legal Studies Department (LGST), and Experiential Education (COBA).

   B. Younan confirmed that he will connect with the initiator to ensure alignment with policy. Noting the proposed start date, B. Younan informed the initiator that this program may not meet the timelines for a Fall 2026 intake.

ACTION: Please refer this item to your constituency groups and direct all feedback to **Brian Fixter** at *fixterb@douglascollege.ca*.

9.2 Admissions Advisory Committee

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

9.3 Programs Committee

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

10. REPORTS

10.1 Report from the Chair.

The Chair advised that she has checked in with the various Education Council Committee Chairs and reported that all Committees are functioning well.

The Chair informed Council Members that any feedback on the Bylaws must be submitted to Sally Mennill, Chair, no later than December 1, 2025.

10.2 Report from the President

The President advised that Fall is the period when she and her colleagues work on building the budget. She noted that Winter enrolments play a big factor in our budget planning. Additional details will be shared in the new year.

10.3 Report from the Vice President, Academic & Provost

T. Borgford thanked everyone who participated in the mini symposium *Navigating the Rapidly Shifting Sands of Artificial Intelligence* held November 7, 2025, which was very well attended and a great success.

10.4 Board Liaison

V. Thakur shared her appreciation for the implementation of BorderPass, a software that assists international students with their visa applications.

10.5 Report from the Secretary

No report.

11. NEXT MEETING

December 15, 2025 at 9:00 a.m. (Via Zoom)

12. ADJOURNMENT

The meeting adjourned at approximately 9:48 a.m.

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                Chair   **Secretary**