

MINUTES OF MEETING OF EDUCATION COUNCIL

December 15, 2025

9:00 am – 11:00 am (Via Zoom)

Members Present:	Regrets:
Borgford, Thor	Bernoe, Axel
Cawley, Pam	Curiel, Cathy
Dench, Sarah	Thakur, Vijayta
Denton, Kathy (<i>ex-officio</i>)	
Ebiyomare, Winston	
Frolick, Daniel	Guests:
Genio, Mira	Bourget, Jason
Gibson, Greg	Gill, Tanvir
Hunt, Michelle	Gomez, Yvonne
Jassal, Amandeep	Khosravi, Shariar
Keighron, David	Oliver, Cal
Mennill, Sally (Chair)	Sokic, Gordana (<i>Regrets</i>)
Mills, Cathy (Vice Chair)	Williams, Jessica
Nicholson, Maureen	Zhao, Jennifer
Sawhney, Avika	
Tilley, Janette	Observers:
Turner, Caitlin	Dwor, Richa
Villavicencio, George	Hanssen, Larisa (<i>for Cathy Curiel</i>)
Younan, Bacel (<i>ex-officio</i>)	Lakowski, Emerson

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 q̓íc̓əy (Katzie), q'ʷa:n̓əł'ən (Kwantlen), kʷikʷəƛ̓əm (Kwikwetlem), xʷməθkʷəy̓əm (Musqueam), qiqéyt (Qayqayt), Skwxwú7mesh (Squamish), scəwáθən (Tsawwassen) and səlilwətaɬ (Tsleil-Waututh) Peoples.

2. ROLL CALL

Sepehr (Sky) Pourmohseni has stepped down as a member of Education Council. A by-election will be conducted to fill the student vacancy early in the new year.

A. Bernoe, C. Curiel and V. Thakur sent regrets.

3. AGENDA

The Chair confirmed that Council members had reviewed the agenda package as distributed on December 5, 2025.

4. APPROVAL OF THE MINUTES

4.1 The Minutes of November 17, 2025 were approved.

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

5.1 Policy Items

a) Educational Affiliations Policy

G. Gibson, on behalf of the Policies Committee, provided an overview of the recommended revisions, which include updates to pronouns, position and committee titles, and the removal of redundant language.

ACTION: Please refer this item to your constituency groups for consideration of approval at the January 19, 2026 meeting.

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

6.1 Educational Affiliation: York St John University, United Kingdom

J. Zhao spoke to the item and highlighted several unique features of the institution.

York St John University is being recommended for student exchange affiliation with the possibility for faculty-led programs such as field school, and other opportunities for faculty including COIL projects, and joint research projects.

ACTION: Please refer this item to your constituency groups for consideration of approval at the January 19, 2026 meeting.

6.2 Educational Affiliation: Universidad EAFIT, Colombia

J. Zhao spoke to the item and highlighted several unique features of the institution.

This proposed partnership would mark the College's first Educational Affiliation in Colombia. Collaborations are offered in a wide range from semester exchange, short-term summer program, field school for Douglas students to opportunities for faculty members such as Collaborative Online international Learning (COIL) projects, guest lecturing, and joint applied research projects.

ACTION:

Please refer this item to your constituency groups for consideration of approval at the January 19, 2026 meeting.

6.3 Request for Extension of Program Variance: Certificate in Academic Foundations for Potential Psychiatric Nursing Applicants

M. Hunt spoke to the item.

The Psychiatric Nursing department requests approval to extend the temporary variance, originally granted November 18, 2024, for two (2) additional years, through November 2028. This variance lowers the high school admission requirements of the Certificate in Academic Foundations Potential Psychiatric Nursing Applicants (AFPNUR) to align with the general Certificate in Academic Foundations admission requirement of a "C" grade. This two-year variance extension period will allow adequate data collection to inform a permanent decision to the AFPNUR admission requirements.

ACTION: Please refer this item to your constituency groups for consideration of approval at the January 19, 2026 meeting.

6.4 Program Revision: Certificate in Teaching English as a Second Language

G. Sokic was unable to attend the meeting.

The Chair advised that this item will be deferred to a future Education Council meeting for consideration.

6.5 Program Revision: Diploma in Child and Youth Care

J. Williams spoke to the item.

The Diploma in Child and Youth Care proposes significant revisions to the program and admissions requirements. Noting that the essay component has been replaced with a questionnaire, applicants are now required to submit a criminal record check, a resume, and two reference letters. The program has moved away from the diploma cohort model and would now offer daytime, evening, and online courses with open enrolment, creating better balance and flexibility for students along with stronger semester-to-semester support.

T. Borgford acknowledged the amount of work undertaken and applauded the move away from cohort(s). He asked the initiators about the Certificate in Academic Foundations and why it was not reflected as a current pathway. He continued that applicants who meet the admissions threshold should have a clear understanding of the pathway into the program. He recommended that the initiators open up the electives so that Academic Foundations students can participate.

Discussion continued regarding the class size reflected in each of the course curriculum guidelines. At the conclusion of discussion, the initiators were advised that all courses in the program have a consistent maximum class size of 35 student.

B. Younan, made several recommendations regarding language clarity, graduation requirements and edits needed to the course table. He will email the initiators with the recommendations. The Registrar recommended that the initiators refer to the *Program Style Guide* when developing new and/or revised programs.

K. Denton commented that she was pleased to see the paper component removed. She asked the initiators about the questionnaire and how it is used, emphasizing the importance of clearly communicating its purpose to students. She added that students should understand how their responses inform the admissions process and how the questionnaire contributes to decision-making. The initiators confirmed that they will work with Admissions to review the questions in the questionnaire.

ACTION: Please refer this item to your constituency groups for consideration of approval at the January 19, 2026 meeting.

6.6 Program Revision: Bachelor of Arts in Child and Youth Care

J. Williams spoke to the item.

The Chair asked the initiator to provide a brief overview of the key differences between the Diploma and the Bachelor program.

J. Williams noted that the largest change in the Bachelor program is the move to one admission point, aligning our structure with UT Arts. The program also introduces expanded laddering options for Faculty of ACS students from other departments, allowing credit for cross-equivalent courses, similar to how students in the Youth Justice program have been laddered into CYC. There is one course deletion and one course addition, and a specialization is no longer offered in CYC, reflecting broader changes in the field. The cohort model has been removed from the BA, and a minimum grade requirement of C has been established. In addition, all course guide language has been updated to ensure clarity and consistency.

ACTION: Please refer this item to your constituency groups for consideration of approval at the January 19, 2026 meeting.

6.7 Program Revision: Bachelor of Social Work

C. Oliver spoke to the item.

This program revision reduces the number of reference letters from two to one, updates redundant language and renames course titles.

Discussion ensued. B. Younan, Registrar, will email the initiator with the recommended revisions.

The Registrar encouraged all Council members with Faculty Education Committees (FECs) to review the *Program Style Guide* when developing new and/or revised programs.

ACTION: Please refer this item to your constituency groups for consideration of approval at the January 19, 2026 meeting.

6.8 Full Program Proposal: Post-Baccalaureate Diploma in Information Technology Project Management

M. Semeniuk spoke to the item.

This proposed program, Post-Baccalaureate Diploma (PBD) – Information Technology Project Management (ITPM), is designed for students who have a bachelors' degree and are interested in pursuing a career in the Information Technology (IT) sector. Relevant roles upon graduation would include IT Project Manager and IT Project Coordinator. The program is designed to suit all post-bachelor's students regardless of major and will provide international relevant skills. Students will be able to complete this PBD in two years. The program will consist of twenty courses, all of which are existing Douglas College courses.

B. Younan, Registrar, will email the initiator with suggested minor edits.

ACTION: Please refer this item to your constituency groups for consideration of approval at the January 19, 2026 meeting.

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

7.1 Curriculum Committee

a) Curriculum Committee Recommendations

D. Keighron spoke to the Curriculum Committee's review and approval of 55 curriculum guidelines (CGs). There are 42 revised and 14 new.

Discussion ensued with respect to the class size indicated on the Committee's December report for all CYCC guidelines. Noting some inconsistencies, it was recommended that all course CGs reflect a class size of 35.

The President advised that class size must be determined based on pedagogical considerations. She continued that past explanations were focussed on access, and while access is something the entire College is supportive of, it cannot be the only

justification. The President noted that because it is a degree program, it becomes hard to justify certain decisions without strong teaching-related reasons.

The Education Council Secretary will amend the Committee's report to *remove* the CYCC courses that require further review: **CYCC 2211, CYCC 3340, CYCC 2333, CYCC 3341, CYCC 4469, CYCC 4467, CYCC 2460, CYCC 4468, CYCC 4411, CYCC 4410, CYCC 1250, CYCC 4425, CYCC 4423, CYCC 1112, CYCC 2440, CYCC 1240, CYCC 2450, CYCC 3621, CYCC 2320, CYCC 3520, CYCC 4470, CYCC 2360, CYCC 2212, CYCC 1142, CYCC 2332** and *new* guidelines: **CYCC 2333, CYCC 4500; CYCC 2432, CYCC 1130; CYCC 2500; CYCC 1110, CYCC 1260.**

The Chair will relegate the previous workflow stage back to the Curriculum Committee to review all CYCC courses for consistency of language and class size.

There being no further discussion,

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

MOVED by M. Nicholson; SECONDED T. Borgford, THAT Education Council approve the submitted *revised* curriculum guidelines: ACCT 3570, ACCT 3410, ACCT 4890, ACCT 4280; ECON 1103; MHPS 1300, MHPS 1200, MHPS 1190, MHPS 1180, MHPS 1170, MHPS 1160, MHPS 1140, MHPS 1130, MHPS 1120, MHPS 1110; BIOL 3100, MATH 1191 and the following *new* guidelines: MUSC 2482, MUSC 4382, CMPT 4167; CMPT 4361, CMPT 3363, CMPT 3167; CMPT 3361.

The Motion was CARRIED.

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

8.1 Program Revision: Health Care Assisting

T. Gill spoke to the item.

MOVED by D. Keighron SECONDED by P. Cawley, THAT Education Council approve the Program Revision: Certificate in Health Care Assisting, effective September 2026.

The Motion was CARRIED.

8.2 Program Revision: Bachelor of Business Administration in Accounting, Concentration in Data Analytics

D. Keighron spoke to the item.

There being no further discussion,

MOVED by D. Frolick; SECONDED by G. Gibson, THAT Education Council approve the Program Revision: Bachelor of Business Administration in Accounting, Concentration in Data Analytics, effective September 2026.

The Motion was CARRIED.

8.3 Program Revision: Bachelor of Business Administration in Accounting, Concentration in Public Accounting

D. Keighron spoke to the item.

There being no further discussion,

MOVED by Sarah Dench SECONDED by Cathy Mills, THAT Education Council approve the Program Revision: Bachelor of Business Administration in Accounting, Concentration in Public Accounting, effective September 2026.

The Motion was CARRIED.

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

D. Keighron spoke to the item.

There being no further discussion,

MOVED by Cathy Mills SECONDED by S. Dench, THAT Education Council approve the Program Revision: Bachelor of Business Administration in Accounting, Concentration in Taxation, effective September 2026.

The Motion was CARRIED.

8.5 Program Revision: Certificate in Global Competency

J. Bourget spoke to the item.

There being no further discussion,

MOVED by D. Keighron SECONDED by J. Tilley, THAT Education Council approve the Program Revision: Certificate in Global Competency, effective September 2026.

The Motion was CARRIED.

8.6 Full Program Proposal: Bachelor of Science in Computing Science

S. Khosravi spoke to the item.

C. Turner, on behalf of Language, Literature and Performing Arts, raised a question about the reduction of English requirements from the certificate and diploma levels to the proposed bachelor's degree in computing science.

S. Khosravi provided the following details:

- The Computing Science Certificate currently requires ENGL 1130 (Academic Writing).
- The Diploma requires one of ENGL 1102, 1106, 1109, 1114, 1115, or ENGL 1130.
- The proposed bachelor's degree does not require ENGL 1130; instead, it requires any university-transferable 3 credits from ENGL, CMNS (Communications), or CRWR (Creative Writing).

He explained that this is not an intentional reduction of English requirements. Rather, the change is driven by SFU's requirement that all students take SFU CMPT 105W. Since ENGL 1130 does not transfer to CMPT 105W, but Douglas CMNS 1135 does, the degree proposal includes both CMNS and ENGL to preserve transfer pathways for the many Computing Science students planning to continue at SFU.

He further noted that the communications option meets all required learning outcomes and is fully transferable. The bachelor's degree still allows students to choose English within the required nine credits; it is simply no longer mandatory at the bachelor's level. ENGL 1130 remains in the certificate because it serves a different student group and aligns with SFU's expectations for academic writing, particularly with SFU's introduction of SFU 105 for students in certificate and diploma pathways.

C. Turner thanked the group for examining all options.

T. Borgford confirmed that when Co-Ops are integrated into any program, consultation with Business Development is required to ensure that financial and administrative impacts are fully understood.

There being no further discussion,

MOVED by D. Keighron; SECONDED by C. Turner, THAT Education Council approve the Full Program Proposal: Bachelor of Science in Computing Science, effective September 2026.

The Motion was CARRIED.

8.6.1 Recommendation to College Board to establish the credential Bachelor of Science in Computing Science

The Chair spoke to the item.

There being no further discussion,

MOVED by T. Borgford; SECONDED by G. Gibson, THAT Education Council recommends that the College Board establish the credential Bachelor of Science in Computing Science, effective September 2026.

The Motion was CARRIED.

9. INFORMATION ITEMS

9.1 Concept Paper: Bachelor of Arts in Applied Communication

A. McDonald spoke to the item.

The Communications Department proposes a 120-credit degree option for new and existing Douglas College students. The Bachelor of Arts in Applied Communication (BAAC) builds on the existing Associate of Arts in Communications and the Post-Degree Diploma in Professional Communication. Noting that the department has received inquiries from students seeking advanced communication credentials beyond the one-year Certificate and Associate of Arts, this BAAC addresses this gap and would allow students to stay within Douglas College from entry-level to degree completion.

ACTION: Please refer this item to your constituency groups and direct all feedback to **Alison McDonald** at mcdonalda@douglascollege.ca.

9.2 Admissions Advisory Committee

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

9.3 Programs Committee

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

10. REPORTS

10.1 Report from the Chair.

The Chair reported attending the recent Education Council articulation meeting with Education Council Chairs from across the province. She noted that the discussions were collaborative and informative.

The Chair shared that the Ad Hoc Committee undertaking the Bylaw Review have met. Good progress has been made clarifying the review process. As per the current Bylaws, this review is to take place every 5 years.

A reminder was provided that this is the Education Council's final meeting via Zoom; all future meetings will be hosted on Microsoft Teams.

It was also noted that a committee shuffle will take place in January 2026.

The Chair wished everyone a safe and happy holiday season.

10.2 Report from the President

The President noted that Don Avison (former Deputy Minister) is leading an independent review of public post-secondary institutions. The review is prompted by the many financial deficits being experienced across the sector. The report is expected to be received in March 2026.

The President shared that it was great to see so many people at the holiday celebrations.

10.3 Report from the Vice President, Academic & Provost

T. Borgford expressed appreciation and highlighted the number of new credentials in development, including the Bachelor of Science in Computing Science, Bachelor of Sustainability and Social Innovation, Bachelor of Arts in Music Technology, a Minor in Business Law, and a Bachelor of Arts in Applied Communications. Noting that many of these degrees are being developed simultaneously T. Borgford said that it reflects the growing maturity of the organization. He thanked all those who are advancing these credentials.

T. Borgford wished everyone best wishes for the holiday break and a Happy New Year.

10.4 Board Liaison

No report.

10.5 Report from the Secretary

No report.

11. NEXT MEETING

January 19, 2026 at 9:00 a.m. (Via Teams)

12. ADJOURNMENT

The meeting adjourned at approximately 11:09 a.m.

Chair

Secretary