DOUGLASCOLLEGE

MINUTES OF MEETING OF EDUCATION COUNCIL

October 19, 2026

9:00 am – 11:00 am (Via Teams)

Members Present:	***Regrets:***
Ali, Safa	Costantino, Manuela
Arding, Alicia	Frolick, Daniel
Bansal, Vasu*	
Cawley, Pam	
Cavanagh, Bette (Recorder)	
Dench, Sarah	
Denton, Kathy *(ex-officio)*	***Guests***
Frankson, Kelly	Fixter, Brian
Ghaeli, Reza	Nicholson, Maureen
Hunt, Michelle	
Katsamakis, Angela	
Kaur, Simran	
Mennill, Sally (Chair)	
Mills, Cathy (Vice Chair)	***Observers:***
Oliver, Cal	Peña, Mariana
Rezaye, Sakina *(ex-officio)*	Yan, Genessa
Schechter, Sam	
Sharma, Alpisha	
Tilley, Janette	
Turner, Caitlin	
Valdes, Josefa	
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), qʼʷaːn̓ƛʼən̓ (Kwantlen), kʷikʷəƛ̓əm (Kwikwetlem), xʷməθkʷəy̓əm (Musqueam), qiqéyt (Qayqayt), Skwxwú7mesh (Squamish), scəw̓aθən (Tsawwassen) and səlilwətaɬ (Tsleil-Waututh) Peoples.

2. ROLL CALL

M. Costantino, D. Frolick sent regrets.

3. AGENDA

The Chair confirmed that Council members had reviewed the agenda package as distributed on October 9, 2026.

4. APPROVAL OF THE MINUTES

4.1 The Minutes of September 21, 2026 were approved.

5. NEW BUSINESS - Items for Council Approval

5.1 No items.

6. NEW BUSINESS – Items for Council Advice to the Board

6.1 Full Program Proposal: Minor in Business Law

B. Fixter spoke to the item.

B. Fixter presented the proposed Business Law Minor, a 24-credit, eight-course inter-disciplinary program that combines existing Business Law and Legal Studies courses and includes COBA 4885, Experiential Learning & Internship.

He noted that extensive consultation was undertaken with the Law Society of British Columbia, external industry representatives and post-secondary institutions such at Thompson Rivers University and Capilano University, all of whom expressed support for the program and its value to students.

Discussion ensued regarding the timing of the internship and members recommended that students begin the internship approval process at least one semester in advance and that the proposed language be clarified and aligned with Career Centre processes.

The President expressed support for the program and recommended further review to ensure alignment with the Ministry and DQAB expectations and address potential concerns in advance of external approval.

B. Younan, Registrar, will email the initiator with suggested edits to align with the Career Centre's language.

ACTION: Please refer this item to your constituency groups for consideration of approval at the November 16, 2026 meeting.

7. FINAL DECISION – Items for Council Approval

7.1 Curriculum Committee

a) Curriculum Committee Recommendations

M. Nicholson spoke to the Curriculum Committee's submission and review of 20 curriculum guidelines (CGs). Three (3) new CGs and six (6) revised CGs were approved. Eleven (11) CGs were relegated to the initiators for revision.

It was noted that the Curriculum Committee's report has been updated to include new elements:

- added the Course Change Request number
- minor revisions are indicated with an asterisk "*"
- substantive revisions are denoted with an "X"

Members of Education Council who wish to review the individual course CGs in advance of each month's meeting.

The Chair advised that a Collaboration user group has been created in Curriculum Navigator for members of Education Council who wish to review the individual course CGs in advance of the meeting.

Members were appreciative of the new elements included in the Curriculum Committee's report.

There being no further discussion,

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

MOVED by J. Tilley; SECONDED by S. Schechter, THAT Education Council approve the submitted new curriculum guidelines: ACCT 3280; CSIS 2390, CSIS 4390; and the following revised guidelines: CHEM 1210, **CHEM** 2321, **CHEM** 2421, **MATH** 1110; **SPSC** 1151 and **SPSC** 3399.

The Motion was CARRIED.

8. DECISION - Items for Council Advice to the Board

8.1 Draft 2027-2028 Budget Guidelines

No feedback was received on the 2027-2028 Draft Budget Guidelines.

9. INFORMATION ITEMS

9.1 Programs Committee

The Chair referred to the October 2026 report in the agenda package. No questions or comments arose.

10. REPORTS

10.1 Report from the Chair.

In response to questions raised at the September meeting, the Chair advised that the Curriculum Committee Report has been updated to include corresponding Change Request numbers for those members who would like to review the course guidelines in Curriculum Navigator (CN). Additionally, she collaborated with Will Gunton, Academic Technology and Curriculum Coordinator, to establish a Collaboration user group which will allow members to access agenda-related curriculum guidelines and program materials. Currently, EdCo student representatives do not have access to CN and may request PDF copies via the Chair as needed.

The Chair reported that the governance checklists have been rolled out within her faculty and that she facilitated a meeting with FEC Chairs (Faculty Education Committee) to discuss the checklists and other college governance initiatives. She noted that Manuela Costantino suggested the meeting and that the information and discussion was well received by the FEC Chairs.

The Chair spoke about her attendance at the recent College Board Strategy Retreat, where she collaborated with SMT and Board members. The day was both valuable and enjoyable.

10.2 Report from the President

The President spoke about the successful Topping Off event held in September recognizing the roof completion of our new 808 building.

The President provided an update on the Provincial election, noting that the College will continue to adapt as needed and there is currently limited clarity regarding the post-secondary sector.

The President expressed her appreciation for the restraints shown during budget planning. Given the current uncertainty in the sector, she noted that we must be careful not add ongoing costs that may not be sustainable.

10.3 Report from the Vice President, Academic & Provost

S. Dench reported on behalf of M. Costantino and noted that relevant information is being shared with her as needed.

S. Dench advised that the Bachelor of Music Technology application is now posted for the 30-day consultation period on the post-secondary site *Post-Secondary Institution Proposal System (PSIPS)*.

10.4 Board Liaison

S. Rezaye spoke about her participation at the Board's Strategic Retreat. She highlighted the value of discussing past scenarios to explore Board decision-making, responsibilities, leadership and responsible use of technology. She added that the experience broadened her perspective and was grateful for the opportunity to participate.

10.5 Report from the Secretary

No report.

11. NEXT MEETING

November 16, 2026 at 9:00 a.m. (Via Teams)

12. ADJOURNMENT

The meeting adjourned at approximately 9:34 a.m.

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Chair **Secretary**