DOUGLASCOLLEGE

**MINUTES OF A MEETING OF EDUCATION COUNCIL
HELD MONDAY, APRIL 18, 2016 AT 9:00AM
BOARDROOM - NEW WESTMINSTER CAMPUS**

1. ROLL CALL:

Members Present:	**Regrets:**
Sheilagh Badanic	Kathy Denton
Thor Borgford	John Fleming
Manuela Costantino	Mary Hodder
Todd Harper	Jenny Shin
Pavan Johal	
Olga Kalachinskaya	**Absent:**
Christine Kerr	Brent Stant
Edith Kirkpatrick	
Weissy Lee	**Guests**
Anne MacMillan (for Mary Hodder)	Mohammad Aboofazel
Rod Midgley	Stuart Aikin
Jasmine Nicholsfigueiredo (Chair)	Nikhil Bhardwaj
Monique Paulino (Board Liaison)	Brian Chapell
Telka Pesklevits	Brenna Clarke Gray
Catherine Sales	Nelson Eng
Jeff Schutts	Blair Fisher
George Stroppa	Carla Hotel
Shaun Tyakoff (for John Fleming)	Brian Storey
Ruab Waraich	David Waddington
Andria Wrench	

Sandra Bird (Recorder)

2. APPROVAL OF THE AGENDA

The Chair added the following to the agenda:
- Item 4.2 a) Grading Policy (additional information)

The Chair advised members of removal of the following:
- Item 5.7 Program Revision: Hospitality Management

Also, the Chair advised members of the following presented as a side table item:
- Item 5.9 Program Revision: Criminology Degree.

The Chair asked members to approve a fluid Agenda; Council agreed and the Agenda was re-ordered and approved as amended.

3. APPROVAL OF MINUTES

The March 2016 Education Council minutes were approved as distributed.

4. BUSINESS ARISING FROM THE MINUTES

4.1 Curriculum Items
a) Curriculum Committee Recommendations

Todd Harper spoke to the Curriculum Committee Recommendations. The Education Council Curriculum Committee reviewed 56 curriculum guidelines; 12 new curriculum guidelines and 26 revised curriculum guidelines and 18 withdrawn curriculum guidelines.

There being no further discussion,

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

MOVED by Todd Harper; SECONDED by Shelagh Badanic, THAT Education Council approve the submitted guidelines for: ACCT 2320, 3880; BUSN 3253; CMNS 1210, 2316, 2317; CMPT 1105; CSIS 3270, 3540, 4175; CYCC 4467, 4468, 4469; EAES 1210; GSWS 1100, 1101; HOSP 3100, 3110, 3120; MUSC 1170, 1171, 1173, 1270, 1271, 1272, 1273, 2170, 2171, 2172, 2173, 2270, 2271, 2272, 2273, 2436; PHYS 1210; PSYCH 3120; THRT 1101; and THAT Council approve the withdrawal requests for: BUSN 4470, CMNS 1316; PNUR 2690, 2692, 2694, 2696, 3702, 3704, 3705, 3707, 3708, 3710, 3720, 3722, 3723, 3724, 3725, 3730.

The Motion was CARRIED.

4.2 Policy Items:
a) Revisions to Grading Policy
Christine Kerr spoke to the item.

The Educational Policies Committee has made the following adjustments to the Grading Policy:
- Removal of paragraph on FD/NMD Form, as it is not needed in the policy; and
- Addition of an example of how an *EXP* grade would be used.

CFCS proposed the following amendment to the policy: *"The percentage of classes allowed to be missed may vary in individual faculties and departments where there is a higher attendance requirement."* It was stated that sometimes students need to be in class longer than what policy might state.

There being no further discussion,

MOVED by Christine Kerr; SECONDED by Andrea Wrench, THAT Education Council approve the revisions to the grading policy as distributed. Edco agreed to forward the small addition from CFCS and allow the Policy Committee to consider the request and report back in May.

The Motion was CARRIED.

b) Revision to Academic Performance Policy
Andria Wrench spoke to the item.

Changes to the Academic Performance Policy were conducted as requested by Education Council. Changes to the policy were made to reflect the following:

- Limit the number of times a student who has been required to withdraw from the College due to poor academic performance may reapply for admission to the College;
- Include a process for alerting students in mastery-graded courses that their performance is below expectations if they are unsuccessful after two attempts at the same course;
- Include a statement clarifying that prerequisites must be met in order to advance to the next level; and
- Transfer policy to the new template.

Discussion was had around the mastery grade change and the mechanics on how the Reg Office would enforce this. Concerns about whether this process could be automated. Reg Office will look into this further and report back.

ACTION: **Please refer this item to your constituency groups for consideration of approval at the May meeting.**

4.3 Department Name Change: Women's Studies and Gender Relations
Brenna Gray was welcomed to speak to the item.

There being no discussion,

MOVED by Jeff Schutts; SECONDED by Shelagh Badanic, THAT Education Council approve the department name change from Women's Studies and Gender Relations to Gender, Sexualities and Women's Studies.

The Motion was CARRIED.

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

MOVED by Jeff Schutts; SECONDED by Shelagh Badanic, THAT Education Council recommend that the College Board withdraw the old credential name Women's Studies and Gender Relations and establish the new credential name Gender, Sexualities and Women's Studies.

The Motion was CARRIED.

4.4 Program Revision – Practicum Attempts
Catherine Sales was welcomed to speak to the item.

There being no discussion,

MOVED by Edith Kirkpatrick; SECONDED by Telka Pesklevits, THAT Education Council approve the Program Revision – Practicum Attempts.

The Motion was CARRIED.

4.5 Sport Science Credential Course Time Limitation
Brian Storey spoke to the item.

There was discussion around process if feedback/changes are requested at VPAC. A Council member queried the process if someone finishes all of the coursework and doesn't apply to graduate. In this instance the Reg Office would back-date the credential to when they finished the credential.

No further discussion,

MOVED by Ruab Waraich; SECONDED by Shelagh Badanic, THAT Education Council approve the Sport Science (SPSC) Credential Course Time Limitation.

The Motion was CARRIED.

4.6   Program Proposal: Post Degree Diploma in Data Analytics
Nikhil Bhardwaj spoke to the item.

Nikhil advised of two revisions made to the proposal. Under: *What are the Graduation Requirements?* A minimum grade of C- for each individual course in the program is required for graduation. Except when a higher grade is needed by an individual course. A missing data code for an accounting course was also added.

There being no further discussion,

MOVED by George Stroppa; SECONDED by Rod Midgley, THAT Education Council approve the Program Proposal in Data Analytics.

The Motion was CARRIED.

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

MOVED by George Stroppa; SECONDED by Rod Midgley, THAT Education Council recommend that the College Board establish the credential Post Degree Diploma in Data Analytics, effective September 6, 2016.

The Motion was CARRIED.

4.7   Program Proposal: Post Baccalaureate Diploma in Computing and Information Systems
Nikhil Bhardwaj was welcomed to speak to the item.

There being no discussion,

MOVED by Olga Kalachinskaya; SECONDED by Telka Pesklevits, THAT Education Council approve the Program Proposal: Post Baccalaureate Diploma in Computing and Information Systems.

The Motion was CARRIED.

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

MOVED by Olga Kalachinskaya; SECONDED by Telka Pesklevits, THAT Education Council recommend that the College Board establish the credential Post Baccalaureate Diploma in Computing and Information Systems, effective September 6, 2016.

The Motion was CARRIED.

4.8 Program Revision: Post Degree Diploma in Emerging Technology
Nelson Eng spoke to the item.

Nelson indicated that this proposal has been approved through EdCo and the College Board and is back with some standardized wording in the curriculum framework.

There being no discussion,

MOVED by Rod Midgley; SECONDED by Olga Kalachinskaya, THAT Education Council approve the Program Revision: Post Degree Diploma – Emerging Technology.

The Motion was CARRIED.

4.9 Affiliation with Uganda Martyrs University
Jeff Schutts spoke to the item.

There being no further discussion,

MOVED by Catherine Sales; SECONDED by Rod Midgley, THAT Education Council approve the Notice of Intent to form Educational Affiliations with Uganda Martyrs University.

The Motion was CARRIED. Votes for 10 opposed 4.

5. NEW BUSINESS

5.1 Program Proposal: Geological Resources Diploma Program
David Waddington spoke to the item.

David advised that the new 2 year diploma program is designed to prepare students for a career in the mining field.

ACTION: **Please refer this item to your constituency groups for consideration of approval at the May meeting.**

5.2 Program Revision: Bachelor of Physical Education Admission and Continuation Criteria Change
Brian Storey spoke to the item.

Brian advised that the proposed changes are needed to address the issue of filling the SPSC department's second year quota of students. Data shows that the number of

students eligible to apply for available seats in second year was inadequate based on BIOL 1209 completion.

Brian noted that this issue has been through FEC and discussions with the Biology Department.
There was a question from a Council member asking why students don't have BIOL 1203/1209; and whether there is a barrier as to why students are unable to complete? It was thought that the reason was more avoidance than available sections, as the biology courses are the hardest ones and 1203/1209 represents the second-half of the first-year biology component.

ACTION: **Please refer this item to your constituency groups for consideration of approval at the May meeting.**

5.3 **Program Revision: Legal Studies Diploma**
Carla Hotel spoke to the item.

Carla indicated that these are housekeeping items relating to the removal of discontinued courses and additions of electives.

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

MOVED by Jeff Schutts; SECONDED by Todd Harper, THAT Education Council approve the Program Revision: Legal Studies Diploma.

The Motion was CARRIED.

5.4 **Program Revision: Music Technology Diploma**
Blair Fisher spoke to the item.

Blair indicated that these are housekeeping items, including course name changes. Blair stated that there is no longer an option to enroll in a two year Music Technology Certificate and asked that this be deleted.

There being no further discussion,

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

MOVED by Pavan Johal; SECONDED by Jeff Schutts, THAT Education Council approve the Program Revision: Music Technology Diploma.

The Motion was CARRIED.

5.5 **Program Proposal: Certificate in Computing Science**
Mohammad Aboofazeli spoke to the item.

Mohammad noted the feedback received from VPAC to move the reference to marketing under *Rationale* and instead add it to *Target Students* had been implemented.

ACTION: **Please refer this item to your constituency groups for consideration of approval at the May meeting.**

5.6 BPA/CCPA Advanced Standing Agreement Performing Arts
Stuart Aikins spoke to the item.

Stuart spoke to the proposed agreement with the Canadian College of Performing Arts (CCPA). He stated that this is the second private institution that is to funnel students purely for performance work, not academic. The group analysed the program and found it was superior in their performance works.

ACTION: **Please refer this item to your constituency groups for consideration of approval at the May meeting.**

5.7 Program Revision: Hospitality Management
Item was removed from the agenda.

5.8 Education Excellence Award Recommendation (In-Camera)
This item was conducted in-camera.

The Chair welcomed Catherine Sales, Chair of the Educational Excellence Committee, to speak to the item.

There was unanimous consent to Short-cycle the Motion.

MOVED by Manuela Costantino; SECONDED by Jeff Schutts, THAT Education Council ratify the recommendation of the Educational Excellence Committee, and to recommend that Senior Management Team approve the recommendation.

The Motion was CARRIED.

5.9 Program Revision: Criminology Degree
Carla Hotel spoke to the item.

Carla indicated that this was a housekeeping item due to an oversight resulting in a requirement being listed in the wrong section of the proposal. It was stated that there would be a small number of students without the requirement. These students would be dealt with on a case by case adjudication.

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

MOVED by George Stroppa; SECONDED by Jeff Schutts, THAT Education Council approve the Program Revision: Criminology Degree.

The Motion was CARRIED.

6. REPORTS

6.1 Report from the Chair
- March 2016 Report to the College Board
- Budget Advice to the College Board
- Board Credential Recommendations
  - *Post Baccalaureate Diploma in Finance*
  - *Post Baccalaureate Diploma in International Supply Chain Management*
  - *Post Baccalaureate Diploma in Hospitality Services Management*
  - *Post Degree Diploma in Financial Analysis*
  - *Post Degree Diploma in Supply Chain Management*
  - *Post Degree Diploma in Project Management.*

The Chair announced that nominations for, and elections for, the positions of Education Council Chair and Vice Chair will take place at the May meeting. The Chair encouraged any Council members interested in either of these positions to contact her or the Vice Chair with any questions.

The Chair noted that this was Monique Paulino's last EdCo meeting as Board Liaison. Monique will be back with EdCo as a DSU EdCo representative starting September 2016.

6.2 Report from the President
Thor advised that the College has received funding for a number of initiatives, including:
- Educational Reboot Program (successful pilot last year to get students at risk in the high school system into post-secondary);
- Improvements to Coop Program;
- Improvements to Aboriginal Initiatives;
- Psychosocial rehab; and
- Colleen Reid (Therapeutic Recreation) recently received a grant from the Vancouver Foundation regarding mental health inclusivity.

6.3 Report from the Vice President, Academic & Provost
No report.

6.4 Report from the Board Representative
No report.

6.5 Report from the Secretary
The next deadline for Agenda items for the May 16th meeting is Tuesday, May 3rd.

6.6 Report from the Curriculum Committee
The next deadline for curriculum guidelines to be submitted to the committee is noon on Wednesday May 4th. Please remind your FECs of this date.

6.7 Report from the Educational Excellence Committee
Nothing to report.

6.8 Report from the Committee on Admissions & Language Competency Standards
Nothing to report.

6.9 Report from the Committee on Educational Policies
Nothing to report.

6.10 Report from the Committee on International Education
Committee will be meeting with International Education to work on a process for reviewing existing Affiliations.

7. OTHER BUSINESS

7.1 Election Results for EdCo
The election results were distributed to members.

7.2 Education Council Meeting Schedule
The Chair asked if there was any feedback from members. The Registrar's Office asked that a note be included highlighting when the deadline is for approved items for a September approval.

7.3 Reminder all standing Committee Reports due beginning of June.

8. NEXT MEETING

Monday, May 16th, 2016 at 9:00 am in Boardroom (4920), New Westminster Campus.

9. ADJOURNMENT

MOVED by Ruab Waraich; SECONDED by Jeff Schutts, that the meeting be adjourned.

The Motion was CARRIED.

The meeting adjourned at approximately 10:00 am.

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                     Chair   **Secretary**