



**MINUTES OF A MEETING OF EDUCATION COUNCIL
HELD MONDAY, DECEMBER 16, 2013 AT 9:00AM
BOARDROOM - NEW WESTMINSTER CAMPUS**

1. ROLL CALL:

Members Present:

Sheila Badanic
Mark Darville (Ex-Officio)
Kathy Denton
Todd Harper (Chair)
Anna Helewka
Sandra Hochstein
Ted James (Ex-Officio)
Katrjna Koenig
Barbara Leighs
Scott McAlpine (Ex-Officio)
Jasmine Nicholsfigueiredo (Vice Chair)
Jenny Shin
Doug Simak
Erin Smith
George Stroppa
Brian Thomas-Peter
Madison Paradis-Woodman
Jo-Anne Bilquist (Recorder)

Regrets:

John Fleming
Brenna Gray
Lorne Patterson
Catherine Sales
Richard Tardif
Hailea Williams

Guests:

Barbara Allen
Anish Bania
Ron DeVilla
Eugene Dy
Tracy Ho
Cheryl Palmer
Meg Stainsby
Brian Sugg
Cleusa Yamamoto

2. APPROVAL OF THE AGENDA

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

3. APPROVAL OF MINUTES

The Secretary advised of an error in the Draft November Minutes, item 6.10 should have read "Educational Affiliations" policy and not "International Education" policy. As well, a Council member noted that the name of the degree should be listed in item 5.2 Articulation Agreement: National Theatre School.

The November 18, 2013 Minutes were approved as amended.

4. BUSINESS ARISING FROM THE MINUTES

4.1 Curriculum Items

a) Curriculum Committee Recommendations

On behalf of Curriculum Committee Chair B. Gray, EdCo Chair T. Harper noted that many of the 26 curriculum guidelines referred to in the memo had been submitted using the new Curriculum Navigator software.

There being no further discussion,

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

MOVED by S. Badanic; SECONDED by K. Koenig, THAT Education Council approve the submitted guidelines for: ENGL 3110, 3130, and 3150; MODL 1111, 1112, 2211, and 2212; STGE 1207, 2306, 2307, 2311, and 2430; SPSC 2275, 3158, 3203, 3240, 3256, 3275, 3276, 3399, 4101, 4199, 4211, 4231, 4256, and 4291.

The Motion was CARRIED.

4.2 Articulation Agreement: National Theatre School

Meg Stainsby was invited to speak to this item.

A Council member noted that there were some inconsistencies in the presentation of the agreement that made it difficult to fully understand; specifically the varied use of terms such as credits, hours, and units. Meg noted that the term “units” should have been changed to “courses” throughout the document. Additionally, she explained that the correlation between hours and courses is inconsistent due to different modes of course delivery such as “rehearsal mode”. Depending on the course, a credit may not necessarily translate into the same number of contact hours, as is sometimes the case here at the College.

There being no further discussion,

MOVED by B. Thomas-Peter; SECONDED by K. Koenig, THAT Education Council approve the proposed Bachelor of Performing Arts Articulation Agreement with the National Theatre School.

The Motion was CARRIED.

4.3 Admissions & Language Competency Standards Committee Recommendations

The Chair noted the Memo from the Standing Committee outlining the request to remove the Information Session as an admission requirement for Stagecraft & Event Technology.

There being no further discussion,

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

MOVED by G. Stroppa; SECONDED by J. Shin, THAT Education Council approve the Admissions & Language Competency Standards Committee’s proposed recommendation.

The Motion was CARRIED.

5. NEW BUSINESS

5.1 Policy Revision Request: Residency Requirements

The Chair invited G. Stroppa to speak to this item; he also noted that there has been a request to short-cycle this referral.

G. Stroppa indicated that the request is straightforward, as outlined in the memo.

T. James expressed concern with some of the wording, specifically “to have taken those courses at the end of the student’s program.” Students often take their courses in no particular order, so that wording may not be accurate. K. Denton

advised that other public post secondary institutions have already adopted policy language to the same effect; that the credential can only be obtained from the institution where you've taken the more rigorous courses.

Additionally, it was noted that the policy shouldn't create barriers for programs where students may have the opportunity to finish their program abroad.

There being no further discussion,

There was unanimous consent to Short-cycle the referral.

MOVED by K. Denton; SECONDED by A. Helewka, THAT Education Council refer this item to the Policy Committee.

The Motion was CARRIED.

5.2 Program Proposal: Kinesiology Minor

This item has been postponed at the request of the initiating department.

5.3 Program Revision: Computing Science and Information Systems

The Chair welcomed Barbara Allen to speak to this item. Barbara noted that a lot of time has gone into the process of updating and overhauling the program.

A Council member expressed confusion with the use of the "cloud", given the FIPPA guidelines. Barbara explained that the program uses a web service that doesn't require specific identifiers such as student numbers; it is essentially anonymous.

There was lengthy discussion with regard to communications course requirements and their placement within the program. Barb advised that they are building more oral and written assignments into the courses, as students tend to take their communication requirement in their last semester.

T. James raised a query regarding prerequisites for English and Math, noting a discrepancy between the regular admission requirement of "C" in English 12, and the requirement for Communications 1115 which is a "B". K. Denton noted that this is an institutional issue that will need a College-wide solution; in the interim she proposed a broad operational requirement flagging that English 12 with a "B" may be necessary.

Responding to a question about bridging into degrees, Barb noted that they are working on moving forward with transferring, but the focus for now is the success of the diploma program. As well, she was asked about the currency of the program, as far as keeping the information from quickly becoming obsolete. Barb outlined teaching concepts rather than specific software within the web environment; coursework that is somewhat generic especially at the beginning. She did advise that keeping current hardware is essential to the program, and they are working closely with CEIT.

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

5.4 **Concept Paper: International Business Management**

The Chair welcomed Brian Sugg, Eugene Dy, Anish Bania, Cluesa Yamamoto and Ron DeVilla to speak to this item.

The group distributed a slightly revised version of the Concept Paper, highlighting the changes. Eugene and Brian noted the group's intention to work with other faculties and incorporate other ideas into the program. He outlined the 3 phases of the concept, along with a timeline of when they hope to put each phase in place.

Discussion arose regarding specializations and minors, English/communications requirements, and job prospects for students. Brian noted that the final map of the program will change many times from this concept stage, but that they welcome any and all input and hope to utilize existing courses and build new ones.

One Council member advised for the group to be aware that students could achieve the CIP certification without having to complete the degree, which may be problematic in the future.

ACTION: Please refer this item to your constituency groups and direct feedback to developers Brian Sugg or Eugene Dy.

5.5 **Program Revision: Program for Sign Language Interpretation**

The Chair welcomed Cheryl Palmer to speak to this item. The Chair advised that the Program had changed the requirement back in 2007, but at that time these types of changes were dealt with through Curriculum Guidelines, and not as a program revision. This approval will effectively make the change program wide.

There being no further discussion,

There was unanimous consent to Short-cycle the proposed program revision.

MOVED by S. Hochstein; SECONDED by B. Thomas-Peter, THAT Education Council approve the proposed program revision for Program for Sign Language Interpretation.

The Motion was CARRIED.

6. **REPORTS**

6.1 **Report from the Chair**

a) November Report to the College Board
The Chair had nothing further to report.

6.2 **Report from the President**

The President noted his appreciation for the discussion on academic matters and is delighted with the concept paper brought forward today. He advised that early in the new year the current Strategic Plan will be winding down and plans will begin to build a new Strategic Plan. One question to consider is what Douglas College will look like at the next, higher level and how we will get there. He noted that there will be robust consultation through the College and elsewhere during the process.

Scott wished everyone happy and restful holidays.

6.3 Report from the Vice President, Academic & Provost

K. Denton reported that the Criminology proposal has gone through the Ministry's Peer Review process and we are waiting for confirmation that an expert panel will be appointed to do a site visit. She noted this is a huge step for the College, to get something through to this stage and she is hoping for good news soon.

Additionally, Kathy advised of the uncertainty around future funding for ESL, with funding now coming from the federal government instead of the province. She noted that the College had submitted grant proposals through LLPA and the Training Group, and had expected to receive information in early November but still have no news about the LLPA proposals. She hopes to have more information, and that it's positive, for next meeting.

6.4 Report from the Board Representative

M. Darville advised that there is no Board meeting in December. He noted the Board is welcoming new member Mr. Jeevan Khunkhun at the end of December, replacing Paul Wates.

6.5 Report from the Secretary

J. Bilquist had nothing to report.

6.6 Report from the Curriculum Committee

Council was asked to remind their constituents that curriculum guidelines should be submitted to Brenna Gray by January 7th for consideration at the January meeting.

6.7 Report from the Educational Excellence Committee

The Committee held their first meeting, electing Anna Helewka and Janice Penner as Co-chairs. A. Helewka advised that the call for nominations has gone out, with the due date set for January 17.

6.8 Report from the Committee on Admissions & Language Competency Standards

There was nothing further to report.

6.9 Report from the Committee on Educational Policies

There was nothing to report.

6.10 Report from the Committee on International Education

There was nothing to report.

7. OTHER BUSINESS

- 7.1 K. Koenig requested a discussion of the Ministry announcement of funding cuts and the impact on ESL. S. McAlpine advised that institutions have known about a change in funding for several months. He explained that the federal government will fund ESL programs directly instead of funnelling through the provincial government. K. Denton reiterated that proposals have been submitted, through a collaborative process with LLPA and the Training Group.

Much discussion followed, with concern expressed by many Council members. K. Denton advised that there is a transition plan if funding should fall through, but until

we are informed about the outcome of our grant proposals, it is difficult to put anything in place.

- 7.2 B. Thomas-Peter requested that an item regarding academic probation introduced through the Admissions and Language Competency Standards Committee some months ago be brought back for consideration at the next meeting. T. James will confer with the subcommittee.

8. NEXT MEETING

Monday, January 20, 2014 at 9:00am in Boardroom (4920), New Westminster Campus.

9. ADJOURNMENT

MOVED by E. Smith; SECONDED by S. Badanic, that the meeting be adjourned.

The meeting adjourned at approximately 10:55am.

Chair

Secretary