



Douglas College

MINUTES OF A MEETING OF EDUCATION COUNCIL
Held Monday June 16, 2008 at 2:15 pm
New Westminster Campus, Boardroom

1. ROLL CALL:

Members Present:

Trish Angus (Ex-Officio)
Graeme Bowbrick (Vice-Chair)
Marilyn Brulhart
Wendy Case
Kathy Denton
Anne Gapper (Acting Recorder)
Gerry Gramozis
Leon Guppy
Bruce Hardy
Ted James
Jan Lindsay
Elizabeth McCausland
Debbie McCloy
Susan Meshwork (Chair)
Colleen Murphy
Teryl Smith
Sandy Vanderburgh
Susan Witter (Ex-Officio)

Titus Yip

Regrets:

Dianne Hewitt
Ann Kitching (Ex-Officio)

Absent:

Sebastian Bubrick

Guests:

Ray Chapman
Ros Coulson
Artemis Fire
Mathew Steinbach
Gary Tennant
Ray Yu

2. APPROVAL OF THE AGENDA:

The Chair advised that items 4.1 and 4.2 were postponed to later meetings. She requested a fluid agenda to accommodate the guests. Council agreed.

3. APPROVAL OF THE MAY 12, 2008 MINUTES:

The minutes were approved as submitted.

4. BUSINESS ARISING FROM THE MINUTES

4.3 Bachelor of Child and Youth Care Degree – Request for Program Revision

Gary Tennant, Ray Chapman and Artemis Fire were invited to the table to speak to this item.

There being no discussion.

MOVED by C. Murphy; SECONDED by B. Hardy

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the revisions to the Bachelor of Arts in Child and Youth Care as indicated below to be effective September 2008:

The Youth Justice Specialization courses include CRIM 1100, CRIM 2252, CRIM 2253, CRIM 2260 and any one of the following three courses: CRIM 2276, CRIM 3335 OR CRIM 4410, as well as CYCC 4410-4411 with a Youth Justice practicum placement. Current Bachelor of Arts in Child and Youth Care students will be eligible to complete the specialization in either the pre- September 2008 format or the new format effective September 2008.

and

THAT Education Council approve the revisions to the Bachelor of Arts in Child and Youth Care as indicated below to be effective September 2008:

The Child Protection Specialization courses include CFCS 1260, CYCC 2460, CYCC 2211, CYCC 3350 AND DACS 5111, as well as CYCC 4410-4411 with a Child Protection practicum placement. Current Bachelor of Arts in Child and Youth Care students will be eligible to complete the specialization in either the pre-September 2008 format or the new format effective September 2008.

The Motion was CARRIED

4.4 Research and Scholarly Activity Discussion Paper

L. Guppy reported several comments from the Science and Technology FEC and confirmed that he would be sending the input directly to J. Holmwood. He did advise that his FEC applauded the paper for its vision for Douglas College to move forward.

Comments from other FECs had been directly forwarded to J. Holmwood.

4.5 Suspension of Instruction during the 2010 Olympics

There was lengthy discussion about the impact the suspension of instruction would have. There was general support for the suspension of classes and agreement that the Olympics were a once in a lifetime opportunity. However there were some concerns about scheduling practica and how variances of the suspension would be handled. J. Lindsay stated a committee would be set up to look at individual applications for variance to the suspension of classes but explained that the basic intent was that all classes and practica be suspended. She also added that the suspension of classes was basically an extended reading break and the same conditions would apply. C. Murphy stated she was concerned that there was not as much flexibility for practica as the Child, Family and Community Studies FEC had originally understood and requested that the Education Council vote on recommendations to Senior Management Team be delayed. There was lengthy discussion on delaying the vote. The Chair eventually took a straw poll and the majority of members voted that a decision be made at this meeting with caveats added about practica and advertising.

T. Angus stated that comments on the academic schedule are often ignored and strongly advised that students be alerted at the beginning of class of any accommodations that have been made to make up class time.

There being no further discussion.

MOVED by S. Vanderburgh; SECONDED by T. James

BE IT AND IT WAS RESOLVED:

THAT Education Council supports the Vice President's Academic Council's recommendation that Douglas College will suspend instruction and practica during the two week period of the 2010 Olympics and the semester will be reduced to a 13 week semester with five additional instructional days added to the end of the semester. Education Council further recommends that a process for variance to suspension of practica be developed and clarified and that advertising of the academic schedule include some language to alert students that variances are possible.

The Motion was CARRIED.

4.6 Curriculum Committee Recommendations

E. McCausland explained that some PNUR courses seem to appear twice in her report. The duplicate courses are Continuing Education PNUR courses available to students completing the PNUR Degree through Continuing Education courses. The exact course numbering has not yet been worked out but, because course number changes are considered minor by the Curriculum Development and Approval Policy, she was comfortable recommending approval of the courses. Numbering details

will be worked out with the guidance of the Registrar's office. The curriculum changes for the Continuing Education PNUR course changes are minor as the only changes are the entry requirements.

There was unanimous consent to short-cycle a Motion to Approve the Curriculum Committee recommendations as presented.

MOVED by D. McCloy; SECONDED by C. Murphy

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted curriculum guidelines for:

CFCS 1160, OADM 1303, BUSN 2275, CSIS 1150, PNUR 1141, PNUR 3171, PNUR 3700, PNUR 3710 (CE), PNUR 3722, PNUR 3723, PNUR 3724, PNUR 4503, PNUR 4521, PNUR 4561, PNUR 4572, PNUR 4572 (CE), PNUR 4573, PNUR 4573 (CE), PNUR 4575 (CE), PNUR 4585 (CE), PNUR 4602, CRIM 1121, CRIM 4410, CMNS 3100, ENGL 1124, MUSC 1120, MUSC 1220, MUSC 2320, MUSC 2420, MUSC 1134, MUSC 1234, MUSC 2334, MUSC 2434, PEFA 1139, PEFA 1239

AND the withdrawal of:

OADM 1425, OADM 1426, OADM 1427, OADM 1428, OADM 1429, MARK 1150, MARK 2215, MARK 2235

The Motion was CARRIED.

- 4.7 Admissions and Language Competency Committee Recommendations
There being no discussion.

There was unanimous consent to short-cycle a Motion to Approve the Admissions and Language Competency Committee Recommendations as presented.

MOVED by M. Brulhart; SECONDED by T. James

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the recommendations of the Admissions & Language Competency Committee as follows:

To approve an additional test called EIKAN as an alternative to TOEFL and IELTS for international students with cut scores to coincide with other Douglas College established admissions and curriculum requirements.

The Motion was CARRIED.

5. NEW BUSINESS

5.1 Computing Science and Information Systems – Program Revision

Raymond Yu was invited to the table to speak to this item. As an update to his memo he clarified that CSIS 1110 is a prerequisite to several other courses as well as CSIS 1111. He explained that he was requesting Council consider short cycling this motion so that the proposed changes can be implemented for the Fall 2008 semester. T. Angus advised that the Department will have to personally advise all students of the change and R. Yu confirmed they would be doing this.

In response to questions, R. Yu confirmed that CSIS 1110 was a necessary course in order for students to succeed at higher level courses. He also confirmed that other communications course were required in Semester 1.

There was unanimous consent to short-cycle a Motion to Approve the program revisions to the Computing Science and Information Systems programs as presented.

There being no further discussion.

MOVED by M. Brulhart; SECONDED by T. Smith,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve program revisions to the Computing Science and Information Systems programs as follows:

- a. **The Certificate in Computing Science and Information Systems – the addition of CSIS 1110 (Introduction to Computers) and moving MATH 1130 from Semester I to Semester II.**
- b. **The Diploma in Computing Science and Information Systems – the addition of CSIS 1110 (Introduction to Computers), the removal of CSIS 2215 (Communication Issues in Information Technology) and moving MATH 1130 from Semester I to Semester II.**
- c. **The Diploma in Computing Science and Information Systems (with Speciality) – the addition of CSIS 1110 (Introduction to Computers), the removal of CSIS 2215 (Communication Issues in Information Technology) and moving MATH 1130 from Semester I to Semester II.**

d. The Diploma in Computing Science and Information Systems (with Double Speciality) – the addition of CSIS 1110 (Introduction to Computers), the removal of CSIS 2215 (Communication Issues in Information Technology) and moving MATH 1130 from Semester I to Semester II.

The Motion was CARRIED.

5.2 Recommendations on the Bachelor of Business Administration Degree and the Child and Youth Care Degree program revisions from the Applied Degree Standards Committee

Gary Tennant was invited to the table to speak to this item. The Chair explained this item had been included on the agenda for information prior to Council considering the two degree program revisions which were also included on the agenda. She confirmed that the revisions to the degrees are supported by the Vice President's Academic Council and the Applied Degree Standards Committee.

There was no further discussion.

5.3 Bachelor of Business Administration – Request for Program Revision

R. Coulson was invited to the table to speak to this item. She explained that the proposed changes were felt to be in the students' best interests. There will still be a breadth of electives but the proposed revision will remove some of the electives at the 3000/4000 level and lower the number of required upper level credits a student must complete to 55.5 credits, which is still above the College policy minimum required 45 credits. She confirmed that at the site visit the Degree Quality Assessment Board panel had queried as to whether there were too many 3000/4000 options. J. Lindsay confirmed that degree changes such as this did not have to be approved by the Degree Quality Assessment Board. She explained that the Vice President, Education had the discretion to decide when a change was major enough to ask the Degree Quality Assessment Board for review and approval. She clarified that it had not been necessary for them to review any of the changes Education Council has approved so far and she confirmed the changes requested for the Bachelor of Business Administration and the Bachelor of Child and Youth Care did not require the Degree Quality Assessment Board approval.

There was unanimous consent to short cycle a Motion to Approve the Bachelor of Business Administration program revision as presented.

There being no further discussion

MOVED by E. McCausland; SECONDED by T. Smith

BE IT AND IT WAS RESOLVED:

THAT Education Council approve changes to the Bachelor of Business Administration Financial Services and Administration Degree Program so that the required number of 3000/4000 level electives is reduced from five courses to two courses thereby reducing the number of 3000/4000 level credits that a student must complete from 64.5 credits to 55.5 credits.

The Motion was CARRIED.

5.4 Child and Youth Care Counsellor Diploma – Request for Program Revision

Ray Chapman, Gary Tennant and Artemis Fire were invited to the table to speak to this item. G. Tennant indicated that the courses have already been passed by Education Council and this proposed revision is to recognize that these core courses are part of an aboriginal stream. He indicated that the late submission was due to the delayed confirmation of the funding from the Ministry.

There was unanimous consent to short cycle a Motion to Approve the Child and Youth Care Counsellor Diploma program revisions as presented.

There being no further discussion.

MOVED by C. Murphy; SECONDED by B Hardy

THAT Education Council approve the program revision to the Diploma in Child and Youth Care to include an Aboriginal stream of courses, CYCC 1142, CYCC 2452, CYCC 2332, CYCC 2212 and one practicum) which will partially fulfill the graduation requirements for a Child and Youth Care Counsellor Diploma.

The Motion was CARRIED.

5.5 Curriculum Committee – Variance to Terms of Reference

The Chair explained that Amanda Hardman, long time non-Education Council member of the Education Curriculum Committee will be away from the College on leave from September 2008 to January 2009.

A. Hardman has served on the committee for many years and, given her excellent work and her interest in continuing on in the future, the Chair suggested that Education Council consider approving a variance to the terms of reference of the Curriculum Committee. The variance would be to allow the current Curriculum Committee Chair to function as a committee of one for the Fall 2008 semester. Council agreed and there being no further discussion.

MOVED by J. Lindsay; SECONDED by M. Brulhart

BE IT AND IT WAS RESOLVED:

THAT Education Council approve a variance to the Terms of Reference for the Curriculum Committee which will allow the current Curriculum Committee Chair to function as a committee of one for the Fall 2008 semester.

The Motion was CARRIED.

- 5.6 Research Ethics Board – Variance to Terms of Reference
The Chair tabled this item as B. Hardy volunteered to be the Education Council faculty representative on the Research Ethics Board.

6. REPORTS

- 6.1 Report from the Chair
The Chair thanked all the committee chairs for the extensive work they had carried out in the past year. Her annual report was submitted.
- 6.2 Report from the President
S. Witter reported that she had included the Provincial Government's letter of expectation in her June President's Report. She stated her concern about the tone, process and content of the letter. She confirmed that none of the College Board Chairs had signed off on the letters and they would be meeting in the near future to discuss it. She also explained that the accountability letter contains goals that are unclear and unattainable. She confirmed that the College will be submitting the Accountability Plan addressing Ministry goals and the FTE enrolment report. Enrolment has dropped 1 per cent from last year which is less than last year. The President explained that government is now requiring that all public institutions report Executive Compensation on salary and benefits on their own website and that Government will post all this information on their website.
- 6.3 Report from the Board Representative
There was no report
- 6.4 Report from the Secretary
The Chair explained that she was proposing have the September meeting on September 22, 2008 which is the 4th Monday of the month. However it was pointed out that this meeting date would conflict with other scheduled meetings and it was agreed to keep the meeting date as September 15, 2008, the third Tuesday of the month. The 2008/09 Education Council meeting schedule was approved with the change to the September meeting date. A revised schedule will be distributed.

- 6.5 Report from the Curriculum Committee
The annual report was submitted.
 - 6.6 Report from the Educational Excellence Committee
The annual report was submitted.
 - 6.7 Report from the Research Ethics Board
The annual report was submitted.
 - 6.8 Report from the Standing Committee on Admissions and Language Competency Standards
The annual report was submitted.
 - 6.9 Report from the Standing Committee on Educational Policies
The annual report was submitted.
 - 6.10 Report from the Academic Signature
There was no report.
 - 7. OTHER BUSINESS – For Information and Circulation
 - 7.1 Education Advice to the College Board on the Revised Budget
The Chair advised Council this was the report she had submitted to the College Board based on discussions held, and decisions made, at the May12, 2008 Education Council meeting.
 - 8. ADJOURNMENT
Moved by K. Denton; Seconded by C. Murphy the meeting adjourned at 4.25 pm
- Chair _____ Secretary _____