



Douglas College

**MINUTES OF A MEETING OF EDUCATION COUNCIL
HELD MONDAY MAY 11, 2009 AT 2.15 PM
NEW WESTMINSTER CAMPUS BOARDROOM**

1. ROLL CALL:

Members Present:

Deb Anderson
Brenda Walton (Ex-Officio)
Marilyn Brulhart
Kathy Denton
Gerry Gramozis
David Guedes
Leon Guppy
Bruce Hardy
Dianne Hewitt
Ted James
Jan Lindsay
Susan Meshwork (Chair)
Brenda Pickard (Secretary)
Anna Robinson
Teryl Smith
Mike Tarko
Susan Witter (Ex-Officio)
Robin Wylie
Titus Yip

Regrets:

Sebastian Bubrick
Ann Kitching (Ex-Officio)
Elizabeth McCausland (Vice-Chair)
Debbie McCloy

Guests:

David Duke
Blaine Jensen
Meg Stainsby
Drew Young

2. APPROVAL OF THE AGENDA

The Chair asked members to approve a fluid Agenda to accommodate the guests. Council agreed and the Agenda was approved as presented.

3. APPROVAL OF THE MINUTES OF THE APRIL 20, 2009 MEETING

5.10 under ACTION should read "Please refer this item to your constituency groups for *discussion and advice* at the May meeting. The Minutes were approved as amended.

4. BUSINESS ARISING FROM THE MINUTES

4.1 Policy Items

a) *Credentials Awarded at Douglas College* Policy

Ted James referred to his memo in the package and advised members the Policy Committee reviewed the changes presented previously by Education Council.

He noted the intent of the amendment was to provide language to the *Credentials* policy regarding permitting the granting of multiple credentials and to distinguish between multiple credentials at different levels and those at the same level.

He added the Policy Committee also reviewed new language proposed by VPAC for defining “‘major’, ‘minor’ and ‘specialty’ designations for Bachelor’s Degrees”.

The following feedback was received:

- It was suggested to add language and, provide a definition for the “specialty” designation.
- In response to a question for the number of credentials acknowledged at graduation, it was clarified that students would receive multiple credentials from the College; however the student would only be named at graduation for the highest credential earned.
- In response to a question, Jan Lindsay advised the College will continue to provide multiple credentials in order to assist student employment.
- J. Lindsay noted there is a varied approach taken at different Universities in regard to how credentials are defined. She agreed to send Council some data reporting on how other institutions define minor, majors and specialties.
- It was noted a minimum 12 credit designation for “degree minor” programs seemed low compared to university standards.

Kathy Denton offered the following language: “Credits earned for one credential may be applied without restriction to meeting the requirements of another credential at a different level. For example, credits earned toward a certificate can be applied toward meeting the requirements of a degree”.

Members agreed to the revised language.

ACTION Please refer this item to your constituencies for consideration of approval at the June Council meeting.

4.1 b) *Transfer Credit Policy*

Ted James advised members that the Policy Committee was asked by Education to review the draft of a new policy called the *Transfer Credit from other Post-Secondary Institutions to Douglas College*. He noted the proposed revisions by the Policy Committee “are merely edits to wording, organization or format the Committee members felt would provide better clarity of meaning or ease of reading”. He added there were no substantive changes made to content or intent.

ACTION Please refer this item to your constituencies for consideration of approval at the June Council meeting.

4.2 Stagecraft Program Revisions

There being no further feedback,

MOVED by R. Wylie; SECONDED by L. Guppy,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted Stagecraft Program revisions.

The Motion was CARRIED.

4.3 Diploma in Arts Program Revision

Meg Stainsby referred to the revised document sent through the Secretary after the May meeting. It was noted the proposed revision included changing the name “Diploma in Arts” to “Liberal Arts Diploma” as well as changes to courses (required and elective) to complete the Diploma. The revisions were discussed and the following motion was presented:

MOVED by K. Denton; SECONDED by J. Lindsay,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted revisions to Diploma in Arts Program including renaming the program - Liberal Arts Diploma.

The Motion was CARRIED.

- 4.4 Withdrawal of the Diploma in Arts Program
There being no further discussion,

MOVED by M. Tarko; SECONDED by D. Hewitt,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the withdrawal of the Diploma in Arts Program.

The Motion was CARRIED.

- 4.5 Recommendation that the College Board Withdraw the Credential Diploma in Arts

There was unanimous consent to Short-cycle the Motion to Recommend the College Board Withdraw the Credential Diploma in Arts.

MOVED by G. Gramozis; SECONDED by D. Anderson,

BE IT AND IT WAS RESOLVED:

THAT Education Council recommend the College Board withdraw the Credential Diploma in Arts.

The Motion was CARRIED.

- 4.6 Recommendation that the College Board Establish the Credential Diploma in Liberal Arts

There was unanimous consent to Short-cycle the Motion to recommend the College Board Establish the Credential Diploma in Liberal Arts.

MOVED by D. Guedes; SECONDED by K. Denton,

BE IT AND IT WAS RESOLVED:

THAT Education Council recommend the College Board establish the Credential Diploma in Liberal Arts.

The Motion was CARRIED.

4.7 Adult Special Education Review

The Chair advised members that this item originally came to Education Council as a circulation item. The Chair advised members that program or service review items should come under the advisory responsibility of Council. She noted this item will come to the June meeting for formal advice.

The College President noted this review was presented to Senior Management Team (SMT) and Vice President's Academic Council (VPAC) in February and some action had already taken place based on recommendations.

It was noted that Douglas College is the gold standard in the Province and is recognized as having the best outcomes in Adult Special Education.

There was unanimous support to provide advice to the Adult Special Education Review Report. The Chair asked members to bring *specific* advice to the June meeting.

ACTION **Please refer this item to your constituencies for specific advice at the June Council meeting.**

4.8 Educational Services Realignment

The Chair reminded members that Council has an advisory role regarding this matter. She added that this matter is now before Council for formal advice which she will forward to Blaine Jensen, VP - Educational Services.

It was suggested that "we" not rush into the implementation of the plan as there will be pressure points in the Fall semester.

A question was raised regarding an evaluation period at the end of the first year. Blaine advised members that he will be listening carefully to students to determine what is and is not working.

Moving DVST/EASL into the Education Division was discussed.

L. Guppy provided the follow questions/concerns from the Faculty of Science and Technology:

- A concern regarding the separate physical locations for assessment services and advising services. Why, he asked, cannot both services be connected within the same location? He noted that once an assessment is complete, students often require advising. In response, it was clarified that this is the current situation/structure and that its' functions would continue as they do now.
- Will there be faculty/staff lay-offs?

- Reporting relationships are not clear.
- There were concerns regarding the addition on another dean.
- Workload issues need to be addressed. The Chair reminded that workload matters were not dealt with at Education Council but they would be discussed as a mater of course between managers and the DCFA.
- It is felt that this is a “done deal”, is that assumption correct? Why do we need to rush into implementation prior to the new President taking his position?

Blaine Jensen provided the following feedback:

- Advised that the implementation of this plan is high on his list when he speaks with the new President.
- He has met with seven other departments and spoke with staff/faculty.
- He provided quite a number of situations for cross-college dialogue.
- He noted the purpose of this plan is not to influence enrolment although it may, rather it is to monitor and support increased academic success.

The Chair thanked members for their feedback and advised that she will be providing Council’s formal feedback to Blaine Jensen directly.

Formal advice agreed to by Council included:

- 1) That “we” not rush into the implementation of the plan as there will be pressure points in the Fall semester.
- 2) That evaluation of new reporting structures and re-alignment be evaluated in a year or eighteen months’ time.
- 3) That more consideration be given to decisions about whether to add a new Dean and Faculty or whether to move DVST, EASL, STSU and ASE into the existing faculties within the Education Division.

4.9 Curriculum Committee Recommendations

There was unanimous consent to Short-cycle the motion to approved the submitted curriculum guidelines.

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

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the withdrawal of DVST 0155 and DVST 0255.

The Motion was CARRIED.

4.10 Admissions and Language Competency Committee Recommendations

There was unanimous consent to Short-cycle the motion to approve the submitted Admission and Language Competency Committee recommendations.

MOVED by T. Yip; SECONDED by A. Robinson,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted age change for entrance to the Early Childhood Education program

The Motion was CARRIED.

5. NEW BUSINESS

5.1 Academic Advising Review

The Chair advised members the Academic Advising Review comes under Council's advisory jurisdiction.

ACTION Please refer this item to your constituencies for specific feedback/advice at the June Council meeting.

5.2 Strategic Enrolment Management (SEM) Planning Document

The Chair advised members that it is unclear as to what effect or what Councils' role will be regarding the SEM Plan but because various decisions that fall out of SEM decisions will definitely fall under Education Council's explicit and/or advisory responsibilities, she asked Blaine to bring the planning document to Education Council for clarification and discussion. Blaine advised that he wanted to involve Council at the "ground level" of the planning stage. He highlighted some of the goals for 2011 – 2012:

- Increase student applications by 5%,
- Increase conversion rate of applicants to accepted study by 5% and,
- Increase student retention by 2%.

In response to a question, Blaine provided the following information:

- Research of other institutions show strategic planning has been useful in increasing student retention and that 2% is a workable goal.
- He noted that our retention may focus on particular program areas.
- Office of the New Students has assisted in consultations with students.

- It was noted that students will need to be encouraged to participate more fully in providing useful feedback to the planning document.
- This document has been presented to SEMC; however it has not been referred to VPAC as of yet.
- L. Guppy advised that his FEC wishes to be ‘fully engaged’ in the development of this plan.

Blaine advised members that there is plenty of time for feedback and consultation.

The Chair advised members that this will come back to future meetings of Education Council for consultation when relevant to Council’s mandate.

5.3 Request to Refer *Curriculum Development and Approval Policy* to the Policy Committee for Consideration of Revisions Regarding Piloted Curriculum Guidelines

There was unanimous consent to Short-cycle the Motion.

BE IT AND IT WAS RESOLVED:

THAT Education Council approve referring the *Curriculum Development and Approval Policy* to the Policy Committee for consideration of revisions regarding piloted curriculum guidelines.

The Motion was CARRIED.

5.4 PNUR Diploma Program Design Change

M. Tarko advised members that, as a result of consultations within the Faculty and VPAC, the PNUR department is now proposing that PSYCH 1130 be deleted as a requirement for the diploma program as extensive theory and practice, incorporating lifespan is included in the program. He noted that “PSYCH 1130 now seems to be superfluous to the program”.

ACTION Please refer this item to your constituencies for consideration of approval at the June Council meeting.

6. REPORTS

6.1 Report from the Chair

The Chair congratulated the Department of Nursing for receiving 7 years accreditation from the Canadian Association of Schools of Nursing (CASN). This, she noted is the highest award CASN offers Schools of Nursing. She added this achievement is significant as it provides the Gold Standard for Excellence in

Nursing Education across Canada. President Susan Witter, Vice President – Education Jan Lindsay and, Education Council expressed their congratulations.

6.2 Report from the President

The President advised members that she has met several times with the President - Elect and will continue meeting with him throughout June - August.

6.3 Report from the Board Representative

There was no Report.

6.4 Report from the Secretary

Please be reminded that Sub-committee Annual Reports are due by 12 noon on June the 4th.

6.5 Report from the Academic Signature Committee

There was no Report.

6.6 Report from the Curriculum Committee

There was no Report.

6.7 Report from the Educational Excellence Committee

There was no Report.

6.8 Report from the Standing Committee on Admissions and Language Competency Standards

There was no Report.

6.9 Report from the Standing Committee on Educational Policies

There was no Report.

7 OTHER BUSINESS – For Information and Circulation

7.1 Updated Academic Freedom Policy

The Chair reported this new policy is being circulated as information at this time only. She advised the policy may come back in the Fall for Council's approval.

7.2 Regional Student Transition Consortium

The President encouraged members to review the documentation in the package. She noted the various projects Sharon Smith is involved with and highlighted some information on some of the School Districts involved.

8. **NEXT MEETING**
June 15th, 2009 at 2.15 – 4.15 pm, New West Campus Boardroom

9. **ADJOURNMENT**
The Meeting adjourned at 3.50 pm

Chair

Secretary