



**MINUTES OF A MEETING OF EDUCATION COUNCIL**

**HELD MONDAY, MAY 13, 2013 AT 9:00AM  
BOARDROOM - NEW WESTMINSTER CAMPUS**

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**1. ROLL CALL:**

**Members Present:**

Deb Anderson (Vice Chair)  
Brian Chapell  
Bruce Clarke (Ex-Officio)  
Jenelle Davies  
Kathy Denton  
Gretchen Goertz  
Todd Harper  
Maria Iaquina  
Ted James (Ex-Officio)  
Marina Kolar  
Scott McAlpine (Ex-Officio)  
Elizabeth McCausland (Chair)  
Debbie McCloy  
Lorne Patterson  
Sanjin Ramovic  
Jenny Shin  
Wesley Snider  
Brian Thomas-Peter  
Cathy Tremblay  
Silvia Wilson

**Regrets:**

Iloradanon Efimoff  
Graham Rodwell  
Kate Yoshitomi

**Guests:**

Jillian Griffin  
Tracy Ho (DSU)  
Larry Laberge  
Sue Nicholson  
Titus Yip

Jo-Anne Bilquist (Recorder)

The Chair advised Council members that she had received resignation notification from the Faculty of Humanities and Social Sciences Representative Graham Rodwell. The Chair will notify the Registrar's Office that an election will be necessary to secure a replacement representative for next year's Council.

**2. APPROVAL OF THE AGENDA**

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

She also noted additional documents available at the side table.

**3. APPROVAL OF MINUTES**

The April 15, 2013 Minutes were approved as presented.

#### 4. **BUSINESS ARISING FROM THE MINUTES**

##### 4.1 **Curriculum Items**

###### a) **Curriculum Committee Recommendations**

The submitted curriculum guidelines were reviewed by E. McCausland. An error was noted on the memo regarding CCSD 2460, which should appear on the list of courses for withdrawal.

There being no further discussion,

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

**MOVED by W. Snider; SECONDED by C. Tremblay, THAT Education Council approve the submitted guidelines for: DACS 5131, DACS 5132, DACS 5133, ACCT 2330, ACCT 3310, ACCT 3370, ACCT 3410, ACCT 3420, ACCT 3470, ACCT 4750, ACCT 4850, ECON 3300, FINC 4370, OADM 1151, OADM 1265, PHIL 2280, ENGL 2119, ENGL 2116, ENGL 2117, MUSC 1110, MUSC 1210, MUSC 1121, MUSC 1221, STGE 1100, STGE 1106, STGE 1112, STGE 1180, STGE 1202, STGE 1207, STGE 1212, STGE 1260, STGE 1280, STGE 2210, STGE 2380, STGE 3180, STGE 3280, STGE 3380, THEA 3180, THEA 3280 and THEA 3380; and approve the withdrawal requests for: CCSD 2460, HORM 1120 and HORM 1420.**

**The Motion was CARRIED.**

##### 4.2 **Policy Items**

###### a) **Grading Systems Policy**

The Chair reminded Council of the minor addition to the Grading Systems Policy.

There being no further discussion,

**MOVED by K. Denton; SECONDED by L. Patterson, THAT Education Council approve the proposed revision to the Grading Systems Policy.**

**The Motion was CARRIED.**

###### b) **Update on Referral of Affiliations Policy**

The Chair reminded Council that this policy had been referred to the International Education Committee following a request to apply the C- minimum for a pre-requisite to international programs by the Faculty of Commerce & Business. Following discussion, the sub-committee will seek more information from CBA and others prior to making a recommendation to Council.

With regard to the policy as a whole, the Chair will draft a revised version for the committee to review, including clarification about EdCo's role in relation to affiliations. Some discussion about variances, appendices and operational issues followed.

The Chair advised that she attended the meeting in place of Chair G. Rodwell, and will continue to do so unless another Council member is interested.

**4.3 Program Requirements: Bachelor of Science in Nursing**

The Chair welcomed Sue Nicholson to speak to this item.

The Chair advised that Council has received a revised version of the requirements, and reviewed the changes. Sue agreed that the revisions represent a substantial shift from the way the program has run in the past, bringing it much more in line with College policies. She responded to queries from Council members, providing further clarification.

Kathy Denton advised that the College recently received written approval from CRNBC, the official approving body for nursing degree programs, which is the final step in this massive revision. She extended thanks to the many people involved in this huge undertaking, the result of which will be one of the strongest nursing programs in the province.

There being no further discussion,

**MOVED by C. Tremblay; SECONDED by T. Harper, THAT Education Council approve the proposed Program Requirements for the Bachelor of Science in Nursing.**

**The Motion was CARRIED.**

**4.4 Admissions and Language Competency Committee Recommendations**

The Chair invited T. James to speak to this item.

Council members raised questions regarding 1) Changes to grading for EASL and 3) Changes to admission criteria for CFCS programs. In both cases, further information was requested, which T. James will provide for next meeting.

There was unanimous consent not to short-cycle approval of recommendations 1) and 3).

There being no further discussion,

**There was unanimous consent to Short-cycle the amended Motion.**

**MOVED by K. Denton; SECONDED by D. McCloy, THAT Education Council approve the revised recommendations.**

**The Motion was CARRIED.**

**5. NEW BUSINESS**

**5.1 Articulation Agreement with Latina University of Panama**

The Chair welcomed Larry Laberge to speak to this item, noting that she has reviewed all correspondence regarding the articulation of these individual courses.

Larry advised that a visit from a Latina University representative raised the possibility of students transferring into the BBA Financial Services and Administration program following completion of their degree in Finance and International Business. Relevant departments reviewed all courses to ascertain which ones would best help students to complement what they have already learned, which resulted in 20 courses being identified that these students should complete at Douglas.

Council raised questions and made suggestions regarding allowed substitutions, language entry requirements, and the work experience portion of the proposal.

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

**5.2 Concept Paper: Office Administration Advanced Certificate – Hospital Administrative Support**

The Chair welcomed Titus Yip to speak to this item.

Titus advised that the proposed advanced certificate would be available to students having completed the Medical Office Assistant certificate. The interdisciplinary advanced certificate would consist of 5 further courses adding administrative and skills training specific to working in a hospital setting, providing an additional path besides the private practice route. Titus noted that they have been working closely with Health Sciences on this collaboration.

**ACTION:** Please refer this item to your constituency groups and direct feedback to the developer, Titus Yip.

**5.3 Residency Requirement Variance**

The Chair invited K. Denton to speak to this item.

K. Denton noted that the main concerns are ensuring students achieve the required level of academic abilities representative of the College when they are receiving a Douglas College credential, and protecting the Douglas brand. She advised that the residency issue does need to be addressed in a broader sense, but these particular programs are more vulnerable because they are open enrolment.

The Chair also noted that this variance would need to be advertised for a year prior to coming into effect, as it is a requirement increase for students.

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

**5.4 Academic Amnesty Request**

The Chair welcomed Jillian Griffin and Tracy Ho to speak to this item, thanking them for the advance notice of this request.

Jillian advised of the week-long event hosted by the Truth and Reconciliation Commission, asking for a consideration of academic amnesty for Friday, September 20, 2013. She noted that UBC and Emily Carr are cancelling classes for the day. Jillian indicated that they are open to hearing the issues raised and finding a solution that works.

President Scott McAlpine noted that the College will not be cancelling classes for the day, and that the decision to grant amnesty rests with Education Council.

Council members discussed the timing of the event, as well as the impact of an amnesty on clinical and practicum programs and laboratory work. It was noted that compromises to the request can be considered as well.

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

## **6. REPORTS**

### **6.1 Report from the Chair**

The Chair noted a slight revision to her Board Report, the updated version will be posted online. As well, she received a formal response to EdCo's advice on the budget, and that will be posted as well.

The Chair reported that she'd attended the provincial meeting of Education Council chairs where the discussion and sharing of best practices continues to be beneficial.

A reminder to sub-committee chairs that annual reports are due; it would be appreciated if they could be submitted by the document deadline date of June 6.

- a) Report to the College Board
- b) EdCo Advice on 2013/2014 Budget
- c) EdCo Advice on Suspension of Print Futures Program

### **6.2 Report from the President**

S. McAlpine thanked Council for their advice on the College budget, adding that they had received considerable response from across the College. He noted the success of the recent BC Studies Conference hosted by Douglas College, and mentioned the upcoming international Comics Conference. He advised of the ACCC annual conference in Penticton at the end of the month.

He noted that his May President's Report should be out shortly, and encouraged all to vote in tomorrow's election.

### **6.3 Report from the Vice President, Academic**

K. Denton reported that the College is still waiting for a formal sign off on the Psychology degree. She advised of an upcoming change in the way ESL funding is to flow through institutions, which may have implications for the courses offered at Douglas.

**6.4 Report from the Board Representative**

There was no report.

**6.5 Report from the Secretary**

There was no report.

**6.6 Report from the Curriculum Committee**

There was nothing further to report.

**6.7 Report from the Educational Excellence Committee**

M. Iaquina reported that the student recipient had been notified, and was thrilled to learn of her award. Arrangements have been made for media coverage, and in addition, the student will be featured in the 2014 Douglas College view book.

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

There was no report.

**6.9 Report from the Committee on Educational Policies**

There was nothing further to report.

**6.10 Report from the Committee on International Education**

There was no report.

**7. OTHER BUSINESS**

**7.1 Addendum to Douglas College/University of Wales – Trinity St. David Exchange and Partnership Agreement – Sport Science**

**8. NEXT MEETING**

Monday, June 17, 2013 at 9:00am in the Boardroom (4920), New Westminster Campus.

**9. ADJOURNMENT**

**MOVED by C. Tremblay; SECONDED by S. Wilson, that the meeting be adjourned.**

The meeting adjourned at approximately 10:45 am.

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Chair

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Secretary