



**MINUTES OF A MEETING OF EDUCATION COUNCIL  
HELD MONDAY, MAY 16, 2016 AT 9:00AM  
BOARDROOM - NEW WESTMINSTER CAMPUS**

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**1. ROLL CALL:**

**Members Present:**

Sheilagh Badanic  
Thor Borgford  
Manuela Costantino  
Kathy Denton  
John Fleming  
Todd Harper  
Mary Hodder  
Pavan Johal  
Olga Kalachinskaya  
Christine Kerr  
Edith Kirkpatrick  
Rod Midgley  
Colleen Murphy (Catherine Sales)  
Jasmine Nicholsfigueiredo (Chair)  
Jenny Shin  
Brent Stant  
George Stroppa  
Ruab Waraich  
Andria Wrench

**Regrets:**

Weissy Lee  
Catherine Sales  
Jeff Schutts

**Guests**

Mohammad Aboofazeli  
Bill Archibald  
Stuart Aikin  
Barbara Allen  
Lara Duke  
Nelson Eng  
Arsineh Garabedian  
Anna Heleweka  
Simon Li  
Donna Lowndes  
Wayne Mullen  
Brian Parker  
David Waddington

**Absent:**

Telka Pesklevits

Sandra Bird (Recorder)

**2. APPROVAL OF THE AGENDA**

The Chair advised of the following amendments to the Agenda:

Added: Item 5.12 Hearing Practicum

Removed: Item 5.4 as it is a duplicate

The Chair advised that Lara Duke would speak to Item 5.5. in place of Brian Storey.

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 April 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 4 new curriculum guidelines and 1 revised curriculum guideline.

There being no further discussion,

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

**MOVED by Brent Stant; SECONDED by John Fleming, THAT Education Council approve the submitted guidelines for: BUSN 3760, 3770; LING 1101, 1102; and MODL 3352.**

**The Motion was CARRIED.**

#### **4.2 Admissions and Language Competency Committee Recommendations**

The Chair suggested voting on Items 1 – 8 under one single motion.

Mary Hodder spoke to the items.

- 1. Pathway agreement with ELS Language School**
- 2. Change to English requirement for AA Psych Pre-Bachelor's program**
- 3. Secondary school prerequisite for CMPT 1105 course**
- 4. Admission requirements for new CMPT Certificate program**
- 5. Admission requirements for new Hearing Instrument Practitioner program**
- 6. Change to English requirement for CYC degree program**
- 7. Change to admission requirements for Sign Language Interpreter program**
- 8. Change to admission requirements for BPEC program**

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

**MOVED by Christine Kerr; SECONDED by Rod Midgley, THAT Education Council approve the Admissions and Language Competency Committee Recommendations.**

**The Motion was CARRIED.**

#### **4.3 Policy Items:**

##### **a) Revisions to Academic Performance Policy**

Christine Kerr spoke to the item.

In introducing the proposed policy change, Christine provided an overview of feedback that was submitted by the Registrar's office and by members of LLPA. Sheilagh Badanic reiterated the concerns of LLPA, noting that upgrading students were highly motivated to succeed.

Kathy Denton provided some context for the request to revise the Policy, which she initiated several years ago after reviewing registration patterns and success rates in 100 level upgrading courses. She noted that some students have registered repeatedly in several different upgrading courses without achieving mastery in any of them. This pattern suggested that these students may be more appropriately placed in a different type of educational program. Kathy noted that changes to course sequencing could provide an alternative way of addressing her concerns about student

success and responding to the process concerns raised by the Registrar's Office. However, she felt that the policy change was necessary until those curricular changes were made.

Chair reminded that feedback can be forwarded to her and she will liaise with the Policy Committee.

There being no further discussion,

**MOVED by Todd Harper; SECONDED by John Fleming, THAT Education Council approve the revisions to the academic performance policy as distributed.**

**The Motion was CARRIED.** Votes in favor 7, against 4 and abstained 2.

**b) New Policy: Visiting and Exchange Students**

Christine Kerr spoke to the item.

This is a new policy developed on the request of LLPA, the Registrar's Office and Douglas International. This new policy will give Douglas a formal format for tracking International students coming here. It was noted that existing policies at other institutions were researched in the development of this policy.

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

**4.4 Program Proposal: Geological Resources Diploma Program  
David Waddington was welcomed to speak to the item.**

A Council member raised a question on what looks like a discrepancy on Page 8 & 9 under the Recommended Sequence of Courses listing 22 courses compared to the Graduation Requirements on page 10 listing only 19 courses. It was stated that only 19 courses are listing under Graduation Requirements as the prerequisites were not listed. David went on to explain students out of high school with higher level Math, Physics, or Chemistry do not need to take all the prerequisites, they will have less to take but they will need to top it up to 82 credits. Templates will be developed for different types of students entering the program.

There being no further discussion,

**MOVED by Brent Stant; SECONDED by Sheilagh Badanic, THAT Education Council approve the Program Proposal: Geological Resources Diploma Program.**

**The Motion was CARRIED.**

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

**MOVED by Christine Kerr; SECONDED by Sheilagh Badanic, THAT Education Council recommend that the College Board establish the credential Geological Resources Diploma Program effective September 6, 2016.**

**The Motion was CARRIED.**

- 4.5 Program Revision: Bachelor of Physical Education Admission and Continuation Criteria Change**  
Lara Duke was welcomed to speak to the item.

There was no discussion,

**MOVED by Olga Kalachinskaya; SECONDED by Brent Stant, THAT Education Council approve the Program Revision: Bachelor of Physical Education Admission and Continuation Criteria Change.**

**The Motion was CARRIED.**

- 4.6 Program Proposal: Certificate in Computing Science**

Mohammad Aboofazeli spoke to the item.

A Council member queried as to why Communications 1115 was not an option for the program. Mohammad indicated that COMM 1115 may be considered as an elective.

There being no further discussion,

**MOVED by Brent Stant; SECONDED by Olga Kalachinskaya, THAT Education Council approve the Program Proposal: Certificate in Computing Science.**

**The Motion was CARRIED.**

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

**MOVED by Todd Harper; SECONDED by Rod Midgley, THAT Education Council recommend that College Board establish the credential Certificate in Computing Science effective September 6, 2016.**

**The Motion was CARRIED.**

- 4.7 BPA/CCPA Advanced Standing Agreement Performing Arts**

Stuart Aikin was welcomed to speak to the item.

There being no discussion,

**MOVED by Christine Kerr; SECONDED by Manuela Costantino, THAT Education Council approve the BPA/CCPA Advanced Standing Agreement Performing Arts .**

**The Motion was CARRIED.**

## **5. NEW BUSINESS**

- 5.1 New Program: Post Baccalaureate Diploma in Accounting**

Arsineh Garabedian spoke to the item.

Arsineh briefly outlined the new program indicating that this was originally a 2 year PDD in Accounting Studies program. Revisions include the minimum grade requirement for specific courses have been changed to reflect the current minimum requirements by CPA. The revised program requires 50% residency and those students must compete 50% of their upper division courses at Douglas.

Kathy Denton noted that all new programs are posted on the Ministry website, and therefore, program proposals should be clear, complete, and written in a manner that presents the author and the College in a good light.

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

**5.2 Program Revision: Post Degree Diploma in Accounting Studies**

Arsineh Garabedian spoke to the item.

A Program Guideline Change document was handed out. This PDD is intended for students without a business degree. It showed a reduction in total credits to 30 (originally 60). Also the graduation requirement of a minimum of C is required for graduation in ACCT 3310 and ACCT 3410.

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

**5.3 Program Revision: Post Degree Diploma in Accounting**

Arsineh Garabedian spoke to the item.

A Program Guideline Change document was provided as a hand out. This PDD is intended for students with a business degree.

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

**5.4 Program Revision: Sign Language Interpretation**

Colleen Murphy spoke to the item.

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

**5.5 Program Revision: Engineering Program**

Barbara Allen spoke to the item.

Barbara noted that the original approval of the communication course has a different number in Curriculum Navigator.

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

**MOVED by Christine Kerr; SECONDED by Sheilagh Badanic, THAT Education Council approve the Program Revision: Engineering Program**

**The Motion was CARRIED.**

**5.6 Program Revision: Advanced Certificate: Web and Mobile Computing**

Simon Li spoke to the item.

Simon spoke to a course change in the program to meet the graduation requirements within the 15 credit limit.

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

**5.7 Department Name Change: Adult Special Education**

Donna Lowndes spoke to the item

After consultation with ASE stakeholders, it was strongly recommended that ASE considers a new department name to reflect less stigmatizing language for student accessing the programs. After consultation the ASE department agreed to change the department name to Vocational Education and Skills Training (VEST). This name better describes the programs offered to students and is more respectful towards the students.

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

**5.8 Program Revision: Specialization in Business Law**

Brian Parker spoke to the item.

The proposed changes to the Specialization in Business Law include removal, addition and a name change of courses.

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

**5.9 Program Revision: Post Degree Diploma in Information and Communications Technology**

Nelson Eng spoke to the item.

Nelson highlighted the key changes in the proposed revision, including moving a number of CSIS courses to the PDD-ET and PDD-DA programs, adding a CSIS programming course and replacing a COBA course with a BUSN course.

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

### **5.10 Program Requirements: Psychiatric Nursing Program**

Anna Helewka spoke to the item

The program requirements were recommended in order to address the specific requirements needed for the Psychiatric Nursing Program that are not covered by the college policy.

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

### **5.11 Amendment to Academic Calendar**

Mary Hodder spoke to the item

After discussion at VPAC regarding the college's winter semester it is proposed that the deadline to drop with a "W" and the mid-semester standing for the winter semester be moved out one week later. This change will bring our students in alignment with other BC Post-secondary institutions.

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

**MOVED by Andria Wrench; SECONDED by Rod Midgley, THAT Education Council approve the Amendment to the Academic Calendar.**

**The Motion was CARRIED.**

### **5.12 New Program Proposal: Hearing Instrument Practitioner Program**

Wayne Mullen spoke to the item.

The proposed program is designed to prepare students to become industry professionals in the Hearing Sciences Field. The program will be open to international students 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 reminded Standing Committee Chairs about submitting to the Chair and Secretary the Standing Committee annual reports by the June meeting deadline.

- a) April 2016 Report to the College Board
- b) Education Council Advice on the 2016 Education Excellence Award  
The Chair announced and congratulated the successful recipient for the Educational Excellence Award, a current EdCo member, Ruab Wariach.
- c) Board Credential Recommendations

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

- The President reported that articulation committees may have heard that the current Minister strongly wants to improve application processes across the province. The Minister wants a common application platform for all BC post-secondary institutions. The initiative has gone through the feasibility stage and is now moving toward implementation.

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

- T. Borgford reported that there are currently three searches in progress. They include the Dean of Humanities and Social Sciences, Dean of Child Family and Community Studies and the AVP, Academic and Student Services. All three searches should be complete by mid-summer.

He also stated that Peter Wilkins has taken the role of new Faculty Research Coordinator. An announcement regarding this will go out shortly on DCConnect.

### **6.4 Report from the Board Representative**

Nothing to report.

### **6.5 Report from the Secretary**

The next deadline for Agenda items for the June 20<sup>th</sup> meeting is Tuesday June 7<sup>th</sup> at noon.

### **6.6 Report from the Curriculum Committee**

The next deadline for curriculum guidelines to be submitted to the committee is June 8<sup>th</sup> at noon. 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**

Nothing to report.

## **7. OTHER BUSINESS**

No other business.

## **8. NEXT MEETING**

Monday, June 20<sup>th</sup>, 2016 at 9:00 am in Boardroom (4920), New Westminster Campus.  
Please arrive early. Breakfast will be provided.

## **9. ADJOURNMENT**

**MOVED by Ruab Waraich; SECONDED by Christine Kerr, that the meeting be adjourned.**



**The Motion was CARRIED.**

The meeting adjourned at approximately 10:30 am.

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**Chair**

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**Secretary**