

**MINUTES OF MEETING OF EDUCATION COUNCIL
HELD MONDAY, JUNE 21, 2021 AT 9:00 AM
VIRTUAL MEETING VIA ZOOM**

Members Present:	Regrets:	
Ataiza, Ariel	Pacheva, Daniela	
Barker, Jennifer		
Bartel Sawatzky, Melissa (<i>for D. Pacheva</i>)	Guests:	
Borgford, Thor	Chiong, Stephen	Patterson, Lorne
Bowbrick, Graeme (Chair)	Cragg, Carys	Reimer, Cyndy
Cavanagh, Bette (Recorder)	Freeman, Lora	Visosky, Patricia
Cikes, Ivana	Jang, Kimberly	Wakeling, Jenny
Costantino, Manuela	Mauger, Shirley	Zhang, Roy
Crisp, Joan (Vice Chair)		
Davies, Jonathon	Observers	
Denton, Kathy (Ex-officio)	Chin-Shue, Sherry	Nicholsfigueiredo, Jasmine
Dobre, Alexandra	Clayton, Pete	Ouyang, Guangwei
Ellingham, Amrita	Crozier, Stephen	Reaume, Leda
Fong, Dorritta	Cutler, Darcy	Rana, Ruhina
Fraser, Morna	Dalton, Andrew	Schechter, Sam
Gronsdahl, Karla	Hall, Nathan	Stiles, Diane
Kinsley, John	Horsely, Emma	Stainsby, Meg
Lal, Nikiel (<i>Ex-officio</i>)	Kirkey, Jennifer	Sutherland, Kimberley
Ng, Rella (<i>Ex-officio</i>)	Mennill, Sally	Trainor, Kim
Vekslyer, Vitaliy	Millis, Len	Williams, Justin
Westerman, Marni	Moulton, David	Young, Melanie

1. TRADITIONAL TERRITORIAL ACKNOWLEDGEMENT

The Chair acknowledged that the campuses of Douglas College are located on the traditional and unceded territories of the QayQayt First Nation and the Kwikwetlem First Nation, as well as other Coast Salish Peoples.

2. ROLL CALL

All guests were welcomed to the meeting. G. Bowbrick reminded everyone of the meeting protocols.

3. AGENDA

The Chair confirmed that Council members had reviewed the agenda as distributed on June 21, 2021.

4. APPROVAL OF THE MINUTES

A council member suggested that use of the words 'general agreement' under item 5.4 did not accurately reflect Council's discussion at the May meeting.

A member requested that Council vote on the minutes.

There being no further discussion,

The May 17, 2021 were approved as circulated.

The Motion was CARRIED, with 3 opposed.

5. NEW BUSINESS

5.1 Program Revision: Gender, Sexualities and Women's Studies

M. Westerman spoke to the item.

The revision adds two new third-year course options for students, GSWS 3101 Reproductive Justice and SOCI 3375 Masculinities and Society.

The Registrar noted that the effective date should be May 2022. The initiator will make that change.

ACTION: Please refer this item to your constituency groups for consideration of approval at the September 20, 2021 meeting.

5.2 Program Revision: Accounting Post-Baccalaureate Diploma

S. Mauger spoke to the item.

The proposed revisions add ACCT 3880 Data Analytics for Managers and CSIS 2200 Systems Analysis and Design to the note 1 classification (C+ overall average and a minimum grade of C for each individual course), a requirement for students entering the CPA Professional Education Program.

ACTION: Please refer this item to your constituency groups for consideration of approval at the September 20, 2021 meeting.

5.3

Program Revision: Business Law Post-Degree Diploma

L. Freeman spoke to the item.

This revision request recommends switching a required course with an elective course. Discussion ensued regarding the rationale for short-cycling. Council agreed that the update would enable students to participate in the revised Business Law PDD for September 2021, which only has a September intake. The Registrar advised that these changes will miss the registration deadline and would not be reflected online in time for students to know about the changes. The initiator committed to communicating with the current students to ensure that they are not negatively impacted by the changes.

There being no further discussion,

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

MOVED T. Borgford; SECONDED by J. Kinsley, THAT Education Council approve the Program Revision: Business law Post-Degree Diploma effective September 2021.

The Motion was CARRIED.

5.4

Program Revision: Computer and Information Systems

S. Chiong spoke to the item.

The Co-operative Education graduation requirement was inadvertently removed when creating the new focus area, CyberSecurity Post-Baccalaureate Diploma. This request is to put back the Co-op option.

There being no further discussion,

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

MOVED M. Fraser; SECONDED by A. Dobre, THAT Education Council approve the Program Revision: Computer and Information Systems effective September 2021.

The Motion was CARRIED.

5.5

Program Revision: Child and Youth Care Diploma

C. Cragg spoke to the item.

In order to reduce registration and pre-practicum placement barriers for CYC Indigenous Pathway students, the CYC Diploma (and Degree) would like to add the

option "CYCC 1240: Practicum" in an Indigenous Organization or Program serving primarily Indigenous children, youth, and/or families.

Students who complete the 4 Indigenous Pathway courses and the specialized CYCC 1240 practicum course will maintain the designation on their transcript.

ACTION: Please refer the items to your constituency groups for consideration of approval at the September 20, 2021 meeting.

5.6 Program Revision: Child and Youth Care (Bachelor of Arts)

C. Cragg spoke to the item.

Please see discussion above, item 5.5.

ACTION: Please refer the items to your constituency groups for consideration of approval at the September 20, 2021 meeting.

5.7 Program Revision: Veterinary Technology Diploma

J. Wakeling spoke to the item.

The proposed changes include resequencing the required courses within the curriculum framework, reallocating course credits and separating the final practicum into a stand alone course. The changes increase opportunities for students to practice their technical skills and align course outcomes and learning objectives across all VTEC courses. Students must pass the final practicum course in order to successfully graduate, as per CVMA Accreditation requirements.

ACTION: Please refer the items to your constituency groups for consideration of approval at the September 20, 2021 meeting.

5.8 Program Proposal: Bachelor of Science, Health Information Management

P. Visosky spoke to the item.

This new applied degree, to be launched during the Fall 2022 semester, is expected to attract mainly domestic students, including previous diploma-level graduates who wish to advance their education in the field of Health Information Management, a profession in high demand for degree-level graduates. The proposed degree will also provide a much-needed pathway for high school graduates who wish to enter the field.

K. Denton commended all involved and recognized the extremely good work undertaken on this proposal.

ACTION:

Please refer the items to your constituency groups for consideration of approval at the September 20, 2021 meeting.

5.9 Program Proposal: Post-Baccalaureate Diploma in Digital Marketing

J. Jang spoke to the item.

This proposed program builds upon the success and growth of the Post-Degree Diploma in Marketing Management (PDD MARK). Designed to provide students with the background and strategic knowledge in digital marketing combined with practical job readiness skills, this two-year 60 credit format will make it attractive to international students looking to work in Canada.

In answer to a question the initiators advised that they are currently consulting with the Co-operative Education Office to see how the co-op would be offered without a practicum. The initiators were welcomed to connect with Amrita Ellingham about this option.

ACTION:

Please refer the items to your constituency groups for consideration of approval at the September 20, 2021 meeting.

5.10 Program Proposal: Post-Baccalaureate Diploma, Advanced Supply Chain Management

R. Zhang spoke to the item.

This program is designed for students who have a bachelors' degree and are interested in pursuing a career in a broad range of supply change management functions. Additionally, this program will provide students with the education to meet the requirements of Canada's top two supply chain certifications.

ACTION:

Please refer the items to your constituency groups for consideration of approval at the September 20, 2021 meeting.

5.11 Draft Academic Dates 2022-2023

R. Ng referred to the draft academic dates. Pending the Province's recognition of the National Day for Truth and Reconciliation (September 30th), the schedule will be updated to reflect that change once that decision is made.

ACTION:

Please refer the item to your constituency groups and direct all feedback to **Rella Ng** rella.ng@douglascollege.ca by **August 20th** for consideration of approval at the September 20, 2021 meeting.

6. ITEMS FOR APPROVAL

6.1 Educational Affiliations: Notice of Intent: Kempten University of Applied Science (Germany)

I. Cikes spoke to the item.

There being no further discussion,

MOVED by A. Dobre; SECONDED by T. Sullivan, THAT Education Council approve the International Education Standing Committee's recommendation to approve the Educational Affiliation Notice of Intent with Kempten University of Applied Science (Germany).

The Motion was **CARRIED.**

6.2 Articulated Pathway Agreement: Tamwood Language Centres

C. Reimer spoke to the item.

There being no further discussion,

MOVED by M. Fraser; SECONDED by M. Costantino, THAT Education Council approve the Articulated Pathway Agreement between Douglas College and Tamwood Language Centres.

The Motion was **CARRIED.**

6.3 Standing Committee Terms of Reference

In response to feedback received on the Terms of Reference, the Chair provided two points of concern: 1) the mechanism for recruiting members; and 2) the specific composition of the Education Policy Committee and the Admissions Advisory Committee.

He then provided some clarification about point 1.

In accordance with council bylaws (previous and current) all committee appointments must be made by the Council. The new bylaws specify that a majority vote is required, the previous bylaws are silent on the nature of the vote.

The Chair spoke to the slightly modified Terms of Reference and the two proposed language options:

- **Option A** acknowledges use of “past practice” for recruiting members to committees; and
- **Option B** omits any reference to how committee members are recruited.

Council members discussed both options. The majority of members conveyed that recruiting committee members in accordance with past practice, Option A, was the preferred option.

The Chair asked council members to proceed to the motion, Option A, for each Standing Committee Terms of Reference.

6.3.1 Admissions Advisory Committee

There being no further discussion,

MOVED by T. Sullivan; SECONDED by V. Vekslyer, THAT Education Council approve the Terms of Reference for the Admissions Advisory Committee effective July 1, 2021.

The Motion was CARRIED; with one opposed.

6.3.2 Curriculum Committee

There being no further discussion,

MOVED by A. Ellingham; SECONDED by J. Crisp, THAT Education Council approve the Terms of Reference for the Curriculum Committee effective July 1, 2021.

The Motion was CARRIED.

6.3.3 Educational Excellence Committee

There being no further discussion,

MOVED by J. Kinsley; SECONDED by A. Ataiza, THAT Education Council approve the Terms of Reference for the Educational Excellence Committee effective July 1, 2021.

The Motion was CARRIED.

6.3.4 Educational Policies Committee

Discussion ensued regarding the importance of having perspectives from all areas on the Policies committee. It was noted that faculty and deans/associated deans have represented various functional areas in the past (Faculties/Departments).

The Chair acknowledged the feedback and made the commitment to ensure that the various functional areas would be represented when proposed committee members are brought back to the Council for approval in September.

There being no further discussion,

MOVED by J. Kinsley; SECONDED by J. Crisp, THAT Education Council approve the Terms of Reference for the Educational Policies Committee effective July 1, 2021.

The Motion was CARRIED.

6.3.5 Academic Appeals Tribunal

There being no further discussion,

MOVED by J. Crisp; SECONDED by J. Davies, THAT Education Council approve the Terms of Reference for the Academic Appeals Committee effective July 1, 2021.

The Motion was CARRIED.

6.3.6 Programs Committee

The Chair acknowledged that this newly formed committee may come back with proposed changes once the Committee's work gets underway.

There being no further discussion,

MOVED by T. Sullivan; SECONDED by J. Kinsley, THAT Education Council approve the Terms of Reference for the Programs Committee effective July 1, 2021.

The Motion was CARRIED.

7. STANDING COMMITTEE ITEMS

7.1 Admission and Language Competency Committee Recommendations

- a) Articulated Pathway Agreement Tamwood Language Centres

Students who have completed Tamwood Academic Skills for University Success 4: University Pathway Level 4 (EAP 194) will meet the English language competency for general College admission.

b) Post-Baccalaureate Diploma in Digital Marketing

- General College Admissions requirement
- Applicants must have an undergraduate degree from Canada or an equivalent credential from an approved institution of a different country. Any applicant who earned their credential in a language other than English must meet the Douglas College English language proficiency requirement

There being no further discussion,

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

MOVED by M. Westerman; SECONDED by V. Vekslyer , THAT Education Council approve the Admissions and Language Competency Standards Committee recommendations for the Articulated Pathway Agreement Tamwood Language Centres and Post-Baccalaureate Diploma in Digital Marketing.

The Motion was CARRIED.

7.2 Curriculum Items

a) Curriculum Committee Recommendations

M. Westerman spoke to the Curriculum Committee's submission and review of 45 curriculum guidelines: 6 new, 21 revised and 18 withdrawn curriculum guidelines.

She extended thanks to her colleagues for their invaluable help on this committee.

There being no further discussion,

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

MOVED by M. Fraser; SECONDED by A. Ellingham, THAT Education Council approve the submitted new guidelines for: CRIM 3395, LGST 3350; PSYC 3305, 3339; CMPT 2361, 2363; the revised guidelines for: THRT 1203, 1205; MARK 3215; HIST 1155; PSYC 2207, 3320, 3321, 3330, 3375, 4370, 4373; ENGU 0150, 0200; BIOL 2300; 2321, 2400, 3100, 3205, 3305, 3610, 3620; and the withdrawn guidelines for: ACCT 4080, 4180; ENGU 0140, 0220, 0230, 0241, 0245, 0250, 0260, 0320, 0341, 0350, 0356, 0360, 0425, 0441, 0450, 0460.

The Motion was CARRIED.

8. REPORTS

8.1 Report from the Chair

The Chair referred to his written report included in the agenda package.

The Chair advised that the election for one student representative vacancy will be posted by Enrolment Services in August, with the call for nominations in September.

The Chair noted that in the coming weeks he will be seeking Council members' expressions of interest for the various committees to serve on and that Council members will be given the first opportunity to serve on the committees.

He thanked all outgoing and returning members for their hard work and service on Education Council.

8.2 Report from the President

The President shared her appreciation and thanks to all members for their work on Council this year.

8.3 Report from the Vice President, Academic & Provost

T. Borgford extended thanks to all members for their diligence and investment of time on the standing committees and Education Council.

8.4 Report from the Board Liaison

N. Lal shared his appreciation for the opportunity to serve as the Board liaison to Education Council.

8.5 Report from the Secretary

No report.

9. STANDING COMMITTEE REPORTS

The Chair referenced the annual reports included in the agenda package.

10. NEXT MEETING

Monday, September 20, 2021 at 9:00 a.m.

11. ADJOURNMENT

The meeting adjourned at approximately 10:52 a.m.

Chair

Secretary