



**MINUTES OF MEETING OF EDUCATION COUNCIL**

MONDAY, September 18, 2023

**9:00 am – 11:00 am – IN PERSON**

**New Westminster Campus, Room S4920 (NW Boardroom)**

<b>Members Present:</b>	<b>Regrets:</b>
Borgford, Thor	Bowbrick, Graeme
Cavanagh, Bette (Recorder)	Cawley, Pam
Curiel, Cathy	Domasig, Danna
Dench, Sarah	Hall, Nathan
Denton, Kathy ( <i>Ex Officio</i> )	Yun, Myungsan
Keighron, David	
Lennox, Caedyn	
Lupton, Rowan	<b>Guests:</b>
Mennill, Sally (Chair)	Hamm, Karine
Mills, Cathy	McDonald, Alison
Mistry, Zarine	Millis, Len
Nicholson, Maureen	Storey, Brian
Rajendran, Srinithin	
Rana, Ruhina	
Squair, Nancy	<b>Observers:</b>
Thompson, Tamara (for Pam Cawley)	Maitland, Jessica
Valdés, Josefa	
Williams, Justin	
Younan, Bacel ( <i>Ex Officio</i> )	

**1. TRADITIONAL TERRITORIAL ACKNOWLEDGEMENT**

The Chair acknowledged that the campuses of Douglas College are located on the unceded traditional and ancestral lands of the Coast Salish Peoples, including the territories of the qíćəý (Katzie), q'w'a:ńł'əń (Kwantlen), k'wík'wəłəm (Kwikwetlem), x'wəθk'wəýəm (Musqueam), and qiqéyt (Qayqayt) First Nations.

**2. ROLL CALL**

G. Bowbrick, P. Cawley, D. Domasig, N. Hall and M. Yun sent regrets to the meeting.



### 3. AGENDA

The Chair confirmed that Council members had reviewed the agenda as distributed on September 8, 2023. The Chair advised that item 8.3 Program Proposal: Concentration in Disability Studies is withdrawn. The agenda was approved as amended.

### 4. APPROVAL OF THE MINUTES

4.1 The Minutes of June 19, 2023 were approved.

### 5. NEW BUSINESS (Notice of Motion) Items for Council Approval

5.1 No items.

### 6. NEW BUSINESS (Notice of Motion) – Items for Council Advice to the Board

#### 6.1 Program Revision: Bachelor of Business Administration, Concentration in Taxation

D. Keighron spoke to the item.

The revision requests to add a new elective course, Real Estate Taxation (ACCT 3570), to the Taxation Concentration of the Bachelor of Business Administration Accounting program.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the October 16, 2023 meeting.

#### 6.2 Program Revision: Certificate in Communications

A. McDonald spoke to the item.

The Communications Department is recommending minor revisions to its Communications Certificate to make it easier for student to move through the program. The recommended amendments add MODL courses to the list of electives and recommends that students take at least one MODL course as part of the certificate. The changes also allow students to take any one of the CMNS 1110, CMNS 1111, CMNS 1115 or CMNS 1135 in completion of the program, rather than CMNS 1115 exclusively.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the October 16, 2023 meeting.

#### 6.3 Program Withdrawal: Advanced Certificate in Employment Supports Speciality

The Chair referred to the item.

The Advanced Certificate in Employment Supports Specialty does not meet the definition of an Advanced Certificate according to current policy and has not be offered in several years due to enrollment patterns at the time.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the October 16, 2023 meeting.

**6.4 Educational Affiliations: Instituto Tecnológico y de Estudios Superiores de Occidente (ITESO), Guadalajara, Mexico**

B. Storey provided an overview of the information provided in the agenda package and highlighted some of the unique features of the institution.

ITESO is being recommended for student exchange, faculty-led programs such as field school, guest lecturing, global learning online/COIL projects, and joint research projects. Bilateral opportunities for custom language and intercultural programs also exist.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the October 16, 2023 meeting.

**6.5 Educational Affiliations: Universidad Iberoamericana (IBERO), Mexico City, Mexico**

B. Storey an overview of the information provided in the agenda package and highlighted some of the unique features of the institution.

The Universidad de Iberoamericana (IBERO) is being recommended for student exchange, faculty-led programs such as field school, guest lecturing, global learning online/COIL projects, and joint research projects. Bilateral opportunities for custom language and intercultural programs also exist. IBERO has also expressed interest in co-developing multi-partner summer programs involving Douglas faculty members and students.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the October 16, 2023 meeting.

**6.6 Draft 2024-2025 Budget Guidelines (Discussion/Feedback)**

K. Denton advised that the Draft Budget Guidelines are circulated every year which commences the process where we seek budget advice to provide to the College Board. She confirmed that changes are minor (i.e. removal of COVID-19 language).

**ACTION:** Please refer this item to your constituency groups for information and bring feedback to the October 16, 2023 meeting or provide feedback in writing directly to the [edco@douglascollege.ca](mailto:edco@douglascollege.ca) email.

## **7. FINAL DECISION (Motion to Approve) – Items for Council Approval**

### **7.1 Curriculum Committee**

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

L. Millis spoke to the Curriculum Committee’s submission and review of 20 revised curriculum guidelines, 20 were approved.

L. Millis, previous Curriculum Committee Chair, explained for the benefit of newer members, that when reviewing course curriculum guidelines it is important that contact hours total (4) four hours of instruction. He continued that contact hours cannot have workload implications or contravene the Collective Agreement.

As set out in the Committee’s report, none of the courses listed have changed the total number of contact hours, but note modified delivery.

There being no further discussion,

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

**MOVED by D. Keighron; SECONDED by R. Rana, THAT Education Council approve the submitted revised curriculum guidelines for THRT 3506, THRT 3601, THRT 4704, THRT 4802, THRT 4855, THRT 4901; COOP 4500; HIMP 2100, HIMP 2120, HIMP 2140, HIMP 2230, HIMP 2240, HIMP 4501; GEOG 2212; PHIL 1103; PHIL 1151; PSYC 5002; GSWS 3101; BIOL 1110; and VTEC 2313.**

**The Motion was CARRIED.**

### **7.2 Establishment of Committee Membership 2023-2024**

The Chair spoke to the recommendations for the Education Council committee appointments.

- 7.2.1 Admissions Advisory Committee
- 7.2.2 Curriculum Committee
- 7.2.3 Educational Excellence Committee
- 7.2.4 Policies Committee
- 7.2.5 Programs Committee
- 7.2.6 Academic Appeals Tribunal

There being no further discussion,

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

**MOVED by N. Squair; SECONDED by C. Mills, THAT Education Council approve the Establishment of Committee Membership 2023-2024.**

**The Motion was CARRIED.**

## **8. DECISION (Motion to Approve) Items for Council Advice to the Board**

### **8.1 Program Revision: Bachelor of Physical Education and Coaching**

C. Mills spoke to the item. No comments or questions arose.

There being no further discussion,

**MOVED by D. Keighron; SECONDED by R. Rana, THAT Education Council approve the Program Revision: Bachelor of Physical Education and Coaching effective January 2024.**

**The Motion was CARRIED.**

### **8.2 Program Revision: Bachelor of Science in Nursing**

R. Rana spoke to the item. No comments or questions arose.

There being no further discussion,

**MOVED by S. Dench, SECONDED by R. Lupton, THAT Education Council approve the Program Revision: Bachelor of Science in Nursing effective May 2024.**

**The Motion was CARRIED.**

### **8.3 Program Proposal Bachelor of Social Work, Concentration in Disability Studies**

The Chair advised that this agenda item is withdrawn.

## **9. INFORMATION ITEMS**

### **9.1 Concept Paper: Post-Degree Diploma in Kinesiology**

K. Hamm spoke to the item.

The main market for this post-degree diploma are for students who have graduated with a kinesiology/physical education background but need additional coursework to meet updated membership requirements of the British Columbia Association of Kinesiologists.

The President commended all involved and recognized the good work undertaken on this proposal.



**ACTION:** Please refer this item to your constituency groups and direct all feedback to Karine Hamm at [hammk@douglascollege.ca](mailto:hammk@douglascollege.ca).

**9.2 Programs Committee**

The Chair referred to the June 2023 report in the agenda package. No questions or comments arose.

**10. REPORTS**

**10.1 Report from the Chair**

No report.

**10.2 Report from the President**

The President extended her welcome and shared that it was nice to see everyone one in person. She advised that enrolments are stronger than they have been and that domestic student registrations have increased. She and her colleagues have been spending a lot of time on the development permit for the new 808 Royal building which will go in front of City Council Sept 25, 2023. She hopes to share some good news in October.

**10.3 Report from the Vice President, Academic & Provost**

T. Borgford advised of plans underway for a Chairs and Coordinators session on Artificial Intelligence to be held in the meeting block on October 13, 2023. In addition to the workshop, it is an opportunity to socialize and network with your colleagues. The invitation to be circulated in the coming days will also be extended to Education Council members.

**10.4 Board Liaison**

No report.

**10.5 Report from the Secretary**

No report.

**11. NEXT MEETING**

Monday, October 16, 2023 at 9:00 a.m. (Via Zoom)

**12. ADJOURNMENT**

The meeting adjourned at approximately 9:43 a.m.

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Chair

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Secretary