



MINUTES OF MEETING OF EDUCATION COUNCIL

October 21, 2024

9:00 am – 11:00 am (Via Zoom)

Members Present:	Regrets:
Bernoe, Axel	Tilley, Janette
Borgford, Thor	Denton, Kathy
Cawley, Pam	
Curiel, Cathy	
Dench, Sarah	
Domasig, Danna	
Gibson, Greg	Guests:
Hall, Nathan	Christianson-Barker, Jenna
Keighron, David	Fellows, Jill
Kuo, Ann	Majdanac, Allan
Lupton, Rowan	Semeniuk, Monica
Mennill, Sally	Wakeling, Jennifer
Mills, Cathy	Young, Kelley
Nayyar, Mohit	
Nicholson, Maureen	
Rajendran, Sirinithin (ex-officio)	Observers:
Rana, Ruhina	Ewart-Yan, Genessa
Sawhney, Avika	
Singh, Amarpreet	
Villavicencio, George	
Younan, Bacel (ex-officio)	

1. TRADITIONAL TERRITORIAL ACKNOWLEDGEMENT

The Chair acknowledged that Douglas College respectfully acknowledges that our campuses are located on the unceded traditional and ancestral lands of the Coast Salish Peoples, including the territories of the q'ícəy (Katzie), q'w'a:ńł'əń (Kwantlen), k'w'ik'wəłəm (Kwikwetlem), x'w'məθk'wəyəm (Musqueam), qiqéyt (Qayqayt), Skwxwú7mesh (Squamish), scəwəθən (Tsawwassen) and səlilwətał (Tseil-Waututh) Peoples.



2. ROLL CALL

K. Denton and J. Tilley sent regrets to the meeting.

3. AGENDA

The Chair confirmed that Council members had reviewed the agenda as distributed on October 11, 2024.

4. APPROVAL OF THE MINUTES

4.1 The Minutes of September 16, 2024 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: Diploma in Veterinary Technology

J. Wakeling spoke to the item.

At the request of Education Council, this revision aligns both the part-time hybrid and full-time in-person streams in the VTEC Diploma program. J. Wakeling provided the key elements of the changes detailed in the supporting documentation.

ACTION: Please refer this item to your constituency groups for consideration of approval at the November 18, 2024 meeting.

6.2 Program Revision: Certificate in Engineering Foundations

A. Majdanac spoke to the item.

This program revision updates course requirements, preferential admission and academic standard.

ACTION: Please refer this item to your constituency groups for consideration of approval at the November 18, 2024 meeting.

6.3 Program Revision: Diploma in Engineering and Fabrication Technologies

A. Majdanac spoke to the item.

This revision updates graduation requirements, course requirements and the academic standard.

The Registrar advised that the term “Good Academic Standing” should be indicated in the program guideline and confirmed that he will make this change in Curriculum Navigator (CN) on behalf of the initiators.

ACTION: Please refer this item to your constituency groups for consideration of approval at the November 18, 2024 meeting.

6.4 Program Revision: Certificate in Education Assistance and Inclusion

J. Christianson-Barker and K. Young spoke to the item.

The proposed revisions are the result of the Disability & Community Studies program review, consultation across the College, community, and collaboration amongst administration and faculty in the FACS department. The changes include updated admissions criteria, improved course sequencing and the removal of volunteer hours and the First Aid requirement.

P. Cawley asked for clarification regarding the removal of the First Aid requirement and whether this would be addressed during a practicum. The initiators confirmed that the students have two practicums, however, they will not be providing any hands-on care. It was noted that the First Aid requirement would be the responsibility of the employer.

The Registrar advised that the term “Good Academic Standing” should be indicated in the program guideline and that he will make this change in CN on behalf of the initiators.

ACTION: Please refer this item to your constituency groups for consideration of approval at the November 18, 2024 meeting.

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

7.1 Curriculum Committee

a) Curriculum Committee Recommendations

D. Keighron spoke to the Curriculum Committee’s review of 47 curriculum guidelines. There is one (1) new and seven (7) revised guidelines. Thirty-nine (39) curriculum guidelines were relegated to the initiators for further review and revision.

There being no further discussion,

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

MOVED by D. Keighron; SECONDED by P. Cawley, THAT Education Council approve the submitted new curriculum guideline: DACS 4117 and revised curriculum guidelines: DACS 1140, DACS 1257, DACS 1258, DACS 2370, DACS 2431; ENGR 2999, SPSC 1316.

The Motion was CARRIED.

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

8.1 Program Revision: Associate of Arts Degree in Intercultural and International Studies

J. Fellows spoke to the item. No comments or questions arose.

There being no further discussion,

MOVED by R. Rana; SECONDED by N. Hall THAT Education Council approve the Program Revision: Associate of Arts Degree in Intercultural and International Studies, effective May 2025.

The Motion was CARRIED.

8.2 Full Program Proposal: Post-Baccalaureate Diploma Project Management

M. Semeniuk spoke to the item. No comments or questions arose.

There being no further discussion,

MOVED by D. Keighron; SECONDED by A. Singh, THAT Education Council approve the Full Program Proposal: Post-Baccalaureate Diploma in Project Management, effective May 2025.

The Motion was CARRIED.

8.2.1 Recommendation to the College Board to establish the credential Post-Baccalaureate Diploma in Project Management

The Chair spoke to the item.

There being no further discussion,

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

MOVED by D. Keighron; SECONDED by A. Singh, THAT Education Council recommends that the College Board establish the credential: Post-Baccalaureate Diploma in Project Management, effective May 2025.

The Motion was CARRIED.

- 8.3 Program Revision: Post-Degree Diploma in Project Management**
M. Semeniuk 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: Post-Degree Diploma in Project Management, effective May 2025.

The Motion was CARRIED.

- 8.4 Draft 2025-2026 Budget Guidelines (Discussion/Feedback) (Kathy Denton)**
No feedback was received on the draft 2025-2026 Budget Guidelines.

9. INFORMATION ITEMS

9.1 Programs Committee Report

The Chair referred to the September 2024 report in the agenda package. No questions or comments arose.

9.2 Admissions Advisory Committee Report

The Chair referred to the September 2024 report in the agenda package. No questions or comments arose.

10. REPORTS

10.1 Report from the Chair

The Chair was happy to advise that all Education Council committees are finalized and functioning effectively. She extended thanks to those who have stepped up to the Chair role and shared her appreciation for all the work underway.

The Chair referenced challenges faced by the Curriculum Committee this month, as 39 curriculum guidelines (CGs) were relegated due to insufficient proof-reading. Please take this information back to your constituents who sit on Faculty Education Committees to ensure that the Curriculum Guidelines comply with College policy and are free from spelling and grammatical errors before sending through the Curriculum Navigator workflow.

10.2 Report from the President

No report.



10.3 Report from the Vice President, Academic & Provost

T. Borgford reminded everyone of upcoming Chairs & Coordinators event, Friday, October 25th, 3:30 pm – 5:30 pm. He encouraged all to attend and advised that it is a terrific opportunity to meet your colleagues face-to-face and learn about College governance processes.

10.4 Board Liaison

S. Rajendran provided a brief summary of the College Board’s meeting held in September and advised of three new Board members. He reported that the Board approved the various Committee appointments along with the Statement of Financial Information.

10.5 Report from the Secretary

No report.

11. NEXT MEETING

October 21, 2024, at 9:00 a.m. (Via Zoom)

12. ADJOURNMENT

The meeting adjourned at approximately 9:33 a.m.

Chair

Secretary