DOUGLAS COLLEGE

MINUTES OF MEETING OF EDUCATION COUNCIL

December 16, 2024

9:00 am – 11:00 am (Via Zoom)

Members Present:	**Regrets:**
Bernoe, Axel	Rajendran, Srinithin
Borgford, Thor	Curiel, Cathy
Cawley, Pam	
Dench, Sarah	
Denton, Kathy	**Guests:**
Domasig, Danna	Becker, Lawrence
Gibson, Greg	Christianson-Barker, Jenna
Hall, Nathan (Vice Chair)	Fairbairn, Hazel
Keighron, David	Kirkpatrick, Edith
Kuo, Ann	March, Michael
Lupton, Rowan	Miller, Alicia
Mennill, Sally (Chair)	Young, Kelley
Mills, Cathy	
Nayyar, Mohit	**Observers:**
Nicholson, Maureen	Ewart-Yan, Genessa
Rana, Ruhina	Hanssen, Larisa
Sawhney, Avika	
Singh, Amarpreet	
Tilley, Janette	
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 q̓íc̓əy̓ (Katzie), qʼʷaːn̓ƛʼən̓ (Kwantlen), kʷikʷəƛ̓əm (Kwikwetlem), xʷməθkʷəy̓əm (Musqueam), qiqéyt (Qayqayt), Skwxwú7mesh (Squamish), scəẇaθən (Tsawwassen) and səlilwətaɬ (Tsleil-Waututh) Peoples.

2. ROLL CALL

C. Curiel and S. Rajendran sent regrets to the meeting.

3. AGENDA

The Chair confirmed that Council members had reviewed the agenda as distributed on December 6, 2024.

4. APPROVAL OF THE MINUTES

4.1 The Minutes of November 18, 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 No Items.

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 73 curriculum guidelines (CGs) and approval of 62 CGs. There are 4 new, 62 revised guidelines and 3 withdrawn. The Committee relegated 11 CGs.

There being no further discussion,

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

MOVED by C. Mills; SECONDED by N. Hall, THAT Education Council approve the submitted *new* curriculum guidelines: FRST 0121, **FRST** 0122, **FRST** 0123, **FRST** 0140 and ***revised*** **curriculum guidelines: CYCC** 1141, **CYCC** 1150; **FRST** 0110; **MHPS** 1300; **THRT** 1101, **THRT** 1102, **THRT** 1122, **THRT** 1203, **THRT** 1204, **THRT** 1205, **THRT** 2301, **THRT** 2302, **THRT** 2306, **THRT** 2307, **THRT** 2308, **THRT** 2309, **THRT** 2333, **THRT** 2406, **THRT** 2407, **THRT** 2408, **THRT** 2444, **THRT** 2455, **THRT** 3505, **THRT** 3506, **THRT** 3601, **THRT** 3710, **THRT** 4701, **THRT** 4702, **THRT** 4704, **THRT** 4802, **THRT** 4855, **THRT** 4901; **PNUR** 4670; **MODL** 1161, **MODL** 1162; **MUSC** 1202, **PEFA** 1101, **PEFA** 1102, **PEFA** 1116, **PEFA** 1136, **PEFA** 1139, **PEFA** 1216, **PEFA** 3120, **PEFA** 3136, **PEFA** 3230, **PEFA** 3236; **CHEM** 1100; **CMPT** 1105; **EAES** 1130, **EAES** 1207, **EAES** 1240, **EAES** 2400, **EAES** 2410; **OPTI** 2101; **VTEC** 1307 and the ***withdrawn*** curriculum guidelines: **CAEP** 0300, **CAEP** 0310, **CAEP** 0320.

The Motion was CARRIED.

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

8.1 Program Revision: Certificate in Medical Office Administration

E. Kirkpatrick/A. Miller spoke to the item. No comments or questions arose.

There being no further discussion,

MOVED by N. Hall; SECONDED by D. Keighron, THAT Education Council approve the Program Revision: Certificate in Medical Office Administration, effective September 2025.

The Motion was CARRIED.

8.2 Program Revision: Diploma in Music Technology

H. Fairbairn spoke to the item.

B. Younan, Registrar reminded the initiator of the additional edits recommended at the November 2024 meeting:

> B. Younan suggested two additional edits and recommended that (1) credits not be rounded when calculating the 50% (32.00-34.00 credits) and (2) remove the reference to a note from MUSC 1276.

The President inquired about the increased number of credits and asked if there was a way to reduce the number of credits closer to 60. The initiator confirmed that the number of credits were not changed, however, she will take this information back to the music faculty for clarification.

The President emphasized the need for diploma programs to fit into two years and would like this conversation raised more broadly amongst constituency groups.

There being no further discussion,

MOVED by M. Nayyar; SECONDED by D. Keighron, THAT Education Council approve the Program Revision: Diploma in Music Technology, effective September 2025.

The Motion was CARRIED.

8.3 Program Revision: Certificate in Disability and Applied Behaviour Analysis

J. Christianson-Barker/K. Young spoke to the item. No comments or questions arose.

B. Younan, Registrar, proposed a friendly amendment to the Graduation Requirements section, specifically notes 2 and 3. The recommendation is to move these information items below to the program's FAQ's, as hyperlinks to other institutions can change over time.

> 2. Approved by Teacher Qualification Service (TQS).
> 3. DABA courses can be used as specialty or elective courses within a number of degree programs at Douglas College, such as the BA in Applied Psychology, as well as other institutions, including Simon Fraser University (SFU), who offers a BA Psychology Major with Applied Behaviour Analysis Concentration https://www.sfu.ca/psychology/undergraduate/programs/aba-concentration.html

There being no further discussion,

MOVED by M. Nayyar; SECONDED by R. Rana, THAT Education Council approve the Program Revision: Certificate in Disability and Applied Behaviour Analysis, as amended, effective September 2025.

The Motion was CARRIED.

8.4 Program Revision: Diploma in Classroom and Community Support

J. Christianson-Barker/K. Young spoke to the item. No comments or questions arose.

There being no further discussion,

MOVED by R. Rana; SECONDED by R. Lupton, THAT Education Council approve the Program Revision: Diploma in Classroom and Community Support effective September 2025.

The Motion was CARRIED.

8.5 Program Name Change: Diploma in Classroom and Community Support

J. Christianson-Barker/K. Young spoke to the item. No comments or questions arose.

There being no further discussion,

MOVED by D. Keighron; SECONDED by N. Hall, THAT Education Council approve the Program Name Change: Diploma in Classroom and Community Support effective September 2025.

The Motion was CARRIED.

8.5.1 Recommendation to College Board to approve the Program Name Change and establish the credential Diploma in Inclusive Education and Disability Studies

The Chair spoke to the item.

There being no further discussion,

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

MOVED by N. Hall; SECONDED by M. Nayyar, THAT Education Council recommends that the College Board approve the Program Name Change and establish the credential: Diploma in Inclusive Education and Disability Studies, effective September 2025.

The Motion was CARRIED.

8.6 Program Revision: Diploma in Hearing Instrument Practitioner

M. March 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: Diploma in Hearing Instrument Practitioner effective September 2025.

The Motion was CARRIED.

8.7 Program Revision: Bachelor of Social Work

L. Becker spoke to the item.

B. Younan, Registrar, provided a friendly amendment under the Admissions Requirements section and recommended that the language be reflected as follows:

30.00 University Transferable credits including a 3.00-credit course in Lifespan Human Development. (A university transferable course is a course that transfers to

one of the Research Universities - SFU, UBC, (UBCV and UBCO), UNBC or UVIC in the BC Transfer Guide.)

There being no further discussion,

MOVED by R. Rana; SECONDED by N. Hall, THAT Education Council approve the Program Revision: Bachelor of Social Work, as amended, effective September 2025.

The Motion was CARRIED.

9. INFORMATION ITEMS

9.1 Programs Committee Report

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

10. REPORTS

10.1 Report from the Chair

The Chair spoke about her attendance at the November Board meeting and reported that the Board approved the establishment of the credential Post-Baccalaureate Diploma in Project Management.

The Chair provided a friendly reminder that full names of agenda items must be indicated on the cover brief. There are numerous acronyms in use, and spelling out the items in full will facilitate understanding for everyone. Please remind your constituency groups.

10.2 Report from the President

The President advised that despite the challenges in international education, the College is doing very well, with an exciting building project underway and an increase in domestic enrollments. She advised that the impacts are being closely monitored to ensure a comprehensive understanding, allowing us to adapt our strategy as necessary. During this period of transition, the International department is working on predictive measures and a centralized budget process. We do not anticipate encountering any issues similar to those faced by other institutions, as their challenges run deeper. The College has not been experiencing financial difficulties, resulting in a lower impact on our operations, prompting us to adjust our strategy to ensure it is more amenable.

10.3 Report from the Vice President, Academic & Provost

No report. T. Borgford wished everyone best wishes for the holiday break and a Happy New Year.

10.4 Board Liaison
No report.

10.5 Report from the Secretary
No report.

11. NEXT MEETING

January 20, 2025, at 9:00 a.m. (Via Zoom)

12. ADJOURNMENT

The meeting adjourned at approximately _____ a.m.

_____ _____

Chair **Secretary**