

**MINUTES OF A MEETING OF EDUCATION COUNCIL
Held Monday, December 12th, 2005 at 2:15 p.m.
New Westminster Campus, Boardroom**

1. ROLL CALL

4. BUSINESS ARISING FROM THE MINUTES

4.1 Program and Service Evaluation Guide

The Chair advised members that providing formal advice to the Program and Service Evaluation Guide falls within Council's mandate. She introduced Blaine Jensen to speak to this item.

Blaine advised members that previous program reviews have been unsuccessful in providing a sustainable process and acceptable results. He noted that work began in 2004 to develop a new review mechanism. He added that a draft document was circulated to Council, VPAC and Divisional Management committees for feedback at that time. He noted that the feedback was generally supportive; however, there were a number of suggestions in the way of "fine tuning". He noted there were no substantive changes recommended. Blaine advised members that the most noteworthy change sees "periodic reviews" becoming "comprehensive reviews" which will be conducted on an as-needed basis rather than a predetermined cycle. He added that the very occasional "rationalizations" will now become "restructuring reviews".

The following feedback was received:

- C. Murphy advised Blaine that her FEC has passed a motion to withhold support at this time until there has been more opportunity for review and input on advisory committees.
- In response to a question, Blaine advised members that the document is a final draft; however he is seeking formal feedback from Council.
- In response to a question, Blaine advised members that he has not sought formal feedback from the DCFA.
- E. McCausland advised that her FEC expressed a concern regarding the language in the "Annual Review of Instruction Units" form. She noted that under the checklist for "Breadth of curriculum, Currency of curriculum, Transferability of courses and, Flexibility and variety of delivery methods" the options are "adequate, somewhat inadequate or very inadequate". She asked that a term more positive than "adequate" be used.
- In response to a question, Blaine advised members there are plans to pilot these forms on a couple of departments before it goes college-wide.
- It was suggested to use the term "review" instead of "evaluation".

ACTION

Please take this to your constituency groups for formal feedback at the January meeting.

4.2 Educational Excellence Awards

This item was deferred to the January meeting as requested by L. Fuentes.

strongly encouraged to take the course while they are on the waitlist for the program.

ACTION **Please take this to your constituency groups for feedback and approval at the January meeting.**

5.3 Grade Appeal; Petition; and, Appeal of Petition Forms

The Chair advised members that Brenda Walton was unable to be at the meeting today. The Chair provided members with a brief history of the issue. She noted that in the fall of 2001 a Task Force was struck by Education Council to consider issues regarding petitions and educational policy appeals. The changes to the forms are intended to increase student responsibility for collecting information relevant to their appeals/

5.4 Policy Issues
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7.2 Letter from Arlene Paton (Assistan