



MINUTES OF A MEETING OF EDUCATION COUNCIL
HELD MONDAY, MARCH 17, 2014 AT 9:00AM
BOARDROOM - NEW WESTMINSTER CAMPUS

1. ROLL CALL:

Members Present :

Sheilagh Badanic
Catherine Carlson (alternate for John Fleming)
Mark Darville (Ex-Officio)
Kathy Denton
Todd Harper (Chair)
Anna Helewka
Sandra Hochstein
Ted James (Ex-Officio)
Katryna Koenig
Barbara Leighs
Scott McAlpine (Ex-Officio)
Jasmine Nicholsfigueiredo (Vice Chair)
Lorne Patterson
Catherine Sales
Jenny Shin
Doug Simak
Erin Smith
George Stroppa
Richard Tardif
Brian Thomas-Peter
Hailea Williams

Regrets:

John Fleming
Brenna Gray
Madison Paradis-Woodman

Guests :

Mark Elliot
Sharron Gibbs
Bruce Hardy
Tracy Ho
Kathie Lindstrom
Betty Mitchell
Susan Oesterle
Andria Wrench

Manjit Mandher (Recorder)

2. APPROVAL OF THE AGENDA

The Chair advised members of the addition of Item 7.1, Coquitlam Library Announcement, to the agenda.

The Chair asked members to approve a fluid Agenda; Council agreed and the Agenda was re-ordered and approved as amended.

3. APPROVAL OF MINUTES

In Item 4.5, third paragraph, S. Badanic noted an error in the Draft Minutes: the item should have read "Lengthy discussion ensued with regard to the admission requirement, and solutions to ensure students are not entering programs below the threshold of good academic standing and maintaining access to students. K. Denton advised that all policies should be aligned to address this issue moving forward."

The secretary noted a spelling error in a member's first name; this will be corrected.

The February 17, 2014 Minutes were approved as amended.

4. BUSINESS ARISING FROM THE MINUTES

4.1 Curriculum Items

a) Curriculum Committee Recommendations

T. Harper spoke on the behalf of the Curriculum Committee Chair. He commented on how much work goes into ensuring that the submitted curriculum guidelines conform to Educational Policies.

It was brought to Council's attention that in October 2013, the revision of 20 AHTT curriculum guidelines and replacement by 20 VTEC curriculum guidelines with the same course numbers was approved by Education Council. Unfortunately, the number of credits for AHTT 2303 Veterinary Care 3 (4 credits), was erroneously reduced in VTEC 2303 Veterinary Nursing 3 (3 credits) by one credit. The revised curriculum guideline for VTEC 2303 increases the number of credits from 3 to 4.

T. Harper called attention to the OADM courses and spoke to the variance to the Evaluation Policy implicit in some of the OADM curriculum guideline revisions.

K. Denton raised concern about proper consultation with the Law Society of BC when the College offers upper level law courses (BUSN 3710, 3730, and 3750).

Council agreed to remove BUSN 3710, 3730, and 3750 from the motion to Short

R. Tardif shared with the Council how students were pleased with the course involving aboriginal youth and they welcomed this positive change. This support was equally echoed by students that have taken this program in the past.

There being no further discussion,

MOVED by B. Thomas- Peter; SECONDED by S. Hochstein, THAT Education Council approve the proposed CYCC Degree and Diploma program revisions .

The Motion was CARRIED.

4.3 New Designation Proposal: Kinesiology Specialization (Motion to Approve)

Susan Oesterle attended the meeting on Brian Storey's behalf and was invited to speak on this item.

Susan spoke briefly on this new designation and noted that this specialization would meet BCAA criteria for membership therefore students would not have the necessity to transfer to other institutions. Both H. Williams and R. Tardif shared the positive feedback and support they received from students regarding the specialization.

There being no further discussion,

MOVED by H. Williams; SECONDED by A. Helewka, THAT Education Council approve the proposed new designation - Kinesiology Specialization.

The Motion was CARRIED.

4.4 Policy Items

a) Audit Policy Revision

Changes were made in response to feedback to ensure students that students are in good academic standing and have the required prerequisites. The review to the policy was welcomed as students are confused with the current policy.

Some discussion about variances and operational issues followed. It has been noted that the number of audit students is lower now than in the past.

ACTION: Please refer this item to your constituency groups for consideration of approval at the April meeting.

b) Educational Affiliations Policy Revision

Review of the Educational Affiliations Policy was conducted for the International Education Committee to help clarify Education Council's role and produce clear processes for the different kinds of policy variances and transfer agreements.

ACTION: Please refer this item to your constituency groups for consideration of approval at the April meeting.

be included in the accreditation by Accreditation Council for Business Schools and Programs (ACBSP).

There being no further discussion,

There was unanimous consent to Short -cycle the motion.

MOVED by G. Stroppa; SECONDED by L. Patterson, THAT Education Council approve the Hospitality Management (HOSP) program revision.

The Motion was CARRIED.

5.2 Program Progression: Hospitality Management (HOSP) (Notice of Motion)

Mark Elliot was invited to speak on this item.

HOSP is asking for a resolution through banner where they could better manage the high demand of registrations into first year HOSP courses. This change would allow first year students priority registration over students who are not in good academic standing. A returning student with a letter grade of UN, W, F or P in their previous attempt would not be allowed to automatically register for new courses unless they receive written permission from the Department Chair.

Much discussion was had and concerns were raised on how this restriction could hinder students' progression through the program.

It was pointed out that this is not a unique request, as other faculties have solutions in place to help manage high registration demand. T. James noted that preference can be given to students based on their overall GPA or those that meet the prerequisite and for students that are successful in finishing all first year courses with a passing grade. Students that have not finished all the first year courses would be prevented to take second year courses unless they have written permission to retake the failed courses.

ACTION: Please refer this item to your constituency groups for consideration of approval at the April meeting.

5.3 Program Proposal: Continuing Education – Childbirth Education Program Credential (Notice of Motion)

Sharron Gibbs and Kathie Lindstrom were invited to speak on this item.

Sharron and Kathie shared their program's mission of developing knowledgeable childbirth educators capable of providing appropriate and evidence-informed childbirth education to childbearing families. They thanked everyone sitting on Education Council for considering the program.

An inquiry was made as to the reason to have the name of Douglas College in the credential name as no other programs have it. Sharron stated the program is no longer associated with Lamaze International and having the College's name in the

credential would emphasize this. Sharron and Kathie were open to removing the Douglas College name from the credential.

ACTION: Please refer this item to your constituency groups for consideration of approval at the April meeting.

5.4 Educational Affiliations :

6. REPORTS

6.1 Report from the Chair

a) February Report to the College Board

The Chair spoke about the upcoming Education Council elections for 1 staff position and 4 student (2 NW & 2 DL) positions. Last week's information forums were held at both campuses to give potential candidates the opportunity to meet representatives from the College Board and Education Council and to learn more about service on either of the College's co-governing bodies.

The Chair introduced Andria Wrench of Student Services. Andria will be replacing Erin Smith, who is stepping down. Council members thanked Erin for her contributions to Education Council.

6.2 Report from the President

The President spoke about the work being done on policy revisions and is very pleased with these efforts.

The President encouraged the Council to attend the upcoming Budget Forums for 2014-2015 being held on March 26th.

6.3 Report from the Vice President, Academic & Provost

K. Denton reported that she has not yet heard about the ESL grant.

6.4 Report from the Board Representative

M. Darville spoke on the upcoming Education Council and College Board elections. He noted that he was aware of a few students that have shown interest in running for both Education Council and College Board. He encouraged Council members to promote these elections in the classroom.

6.5 Report from the Secretary

The Secretary welcomed Andria Wrench to Education Council and gave Erin Smith her best wishes.

6.6 Report from the Curriculum Committee

On B. Gray's behalf, T. Harper reminded Council about the April curriculum guideline deadline and that the deadline for submitting curriculum guidelines for implementation in the Fall 2014 semester is the May meeting of Education Council. He also reminded everyone to submit items sooner rather than later to ensure not missing the deadline.

6.7 Report from the Educational Excellence Committee

A. Helewka spoke about Curriculum Navigator and the issues some are facing.

6.8