

DOUGLAS COLLEGE

MINUTES OF A MEETING OF EDUCATION COUNCIL

HELD ON MONDAY, SEPTEMBER 21, 1998 AT 4:15 P.M. IN THE BOARD ROOM

1. ROLL CALL

Members Present:

Barbara Allen

Al Atkinson

Lawrence Becker

Paul Biscop

Jean Cockburn (for S. Hochstein)

Georgina Ferguson

Darryl Flasch

Mia Gordon (for S. Witter)

Maria Iaquina

Rashida Ismail (Secretary)

Kim Longmuir

Dawn McDonald

John McKendry

Beverley Miller

Carole Nelson (for G. Sieben)

Susan Oesterle

Debbie Smith

Julie Roper

Jim Sator

Jack Shehadeh

Meg Stainsby (Chair)

Joan Thomson

Brenda Walton (for T. Angus)

Regrets:

Trish Angus (Non-Voting)

Sandra Hochstein

Gerry Sieben (Ex-Officio)

Rosanna Wijenberg

Susan Witter (Ex-Officio)

Guests:

Janet Allwork

Linda Fisher

Bob Nicholls

Susan Smythe

The Chair opened the meeting at 4:15 p.m. She acknowledged the presence of the guests and welcomed the new student members to their first Council meeting.

2. APPROVAL OF THE AGENDA: The agenda was approved as presented.

3. APPROVAL OF THE MINUTES OF THE JUNE 15, 1998 MEETING: The Minutes of the June 15 meeting were approved as circulated.

4. BUSINESS ARISING FROM THE MINUTES

4.1. General Studies Diploma:

The Chair reminded members that a decision on the proposed GSD will be made in October; however, should members have questions or concerns about the proposal they were asked to direct them to Sandra Hochstein. Debbie Smith requested a written rationale for the two options outlined in the submission. **This item will be brought forward at the October 19 Council meeting for a decision.**

4.2. Extraordinary Meeting Re: Education Policy Revisions

At the Chair's request, members agreed to **hold an extraordinary meeting of Council on Monday, November 30, 1998 from 4:15 - 6:00 p.m. (Board Room) specifically to deal with educational policies under review.** Student, staff and Faculty members of Council were requested to pick up the policy package containing the proposed policy revisions, together with original policies (in blue) for reference, at the end of the meeting. As the task of reviewing the policies would be onerous, the Chair suggested that members share this load with one or two colleagues before referring them to FEC/DECs or Faculty-wide for discussion. The Chair also informed members that Janet Allwork would be able to attend FEC/DEC meetings when possible. In preparation for the November 30 meeting, **members were asked to direct feedback and or comments to Janet by October 30.**

4.3. Membership on College-Wide Committees/Task Forces

For interest, members received a copy of membership on the Master Education Plan Steering Committee, Unit Review Task Force and Task Force to Develop Self Study Implementation Plan. The Chair **asked members to name an individual who would be interested to replace her** on the Task Force to Develop Self Study Implementation Plan.

4.4. Council By-laws, Rules and Procedures

In reviewing the proposed revisions to the Council Rules and Procedures, as outlined in her memorandum of September 8, 1998, the Chair requested members to consider a motion to short-cycle this item.

MOVED by Dawn McDonald, **SECONDED** by Beverley Miller,

BE IT AND IT WAS RESOLVED:

THAT Education Council short-cycle its decision regarding minor revisions to the "Rules and Procedures" section of its by-laws.

The Motion was **CARRIED.**

In response to the Chair's further request for approval of these minor revisions to the Rules and Procedures as proposed,

MOVED by Susan Oesterle, **SECONDED** by Kim Longmuir,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the revised "Rules and Procedures" as submitted.

A suggestion to add "or task force" on page 6 of the By-laws when submitting future amendments to the Ministry was noted.

The Motion was **CARRIED.**

4.5. Council Facilitation of College-wide Discussions on Learning Outcomes, Flexible Assessment and Distributed Learning

At the request of the Chair, Paul Biscop spoke to the Notice of Motion as presented to Council concerning a request from his FEC to hold a College-wide discussion to increase awareness on learning outcomes, flexible

other members were interested, they were asked to let the Chair know prior to registration.

The Chair will attend a CoEdCo meeting in October and will report on the outcomes at the next meeting.

As a result of funding allocations through the College Strategic Development Fund three positions have been filled: Carol Ebner - Flexible Assessment Coordinator/Advisor (PLA); Wilma McCrossan - College Assessment Service Faculty Liaison and Nancy Oike - Learning Outcomes Coordinator Advisor. Regular reports from this "Project Team" will be submitted to Council.

6.2. Report from the President

Mia Gordon reported that the President was at an ACCC task force meeting; an SMT Retreat was planned for Monday September 28; a meeting with BC Tech, Ministry and other officials has been scheduled to develop plans for BC Tech; the President would like to encourage discussions at Faculty/Department level on the College Master Education Plan.

6.3. Report from the Standing Committee on Educational Policies

-- Policy E.02.03.08 "Standards and Procedures for the Development and Approval of College Curricula"

Bob Nicholls attended the meeting and reviewed briefly draft #15 of the above policy, explaining that the revisions aim to provide maximum instructor autonomy. A suggestion was made to re-word section C4, page 7 for clarification. It was explained that should non-credit courses become credit courses, they would need to be approved through this process. It was asked whether these changes might affect articulation or the transferability of courses. **Members were requested to review the policy with particular attention to changes to assessment policies outlined in Section C on page 7 and provide feedback to Susan Oesterle.**

The Chair reminded members that this revised policy was before Council as one part of three-part proposal (presented last May, see agenda items 4.1(a) i, ii, iii) to put in place a new curriculum development and approval process. **She directed members to solicit feedback also on the Notice of Motion to**

6.8. Report from the Education Technology Forum

There was no report from Barbara Allen.

7. INFORMATION ITEMS FOR CIRCULATION

7.1. Transfer Credit Assessment at UBC **(B. Cowin)**

7.2. Academic Success at SFU of Douglas College Transfers **(B. Cowin)**

7.3. Provincial Grants To Universities

7.4. **Five Year Capital Plan (1999 - 2004) -- Please share with your colleagues.**

7.5. Letter from MAETT dated July 20 Re: CIS: Software Development Specialist Advanced Diploma Program.

7.6. Letter from CCTT Re: Learning Outcomes Initiative

7.7. "A Degree of Imagination" (Macleans May 11, 98)

8. ADJOURNMENT

The meeting adjourned at 6:00 p.m.

_____ Chair _____ Secretary