



1. **ROLL CALL**

Members Present:

Trish Angus (Non-Voting)
Marilyn Brulhart
Jan Carrie
Sam Cheng
Rosilyn Coulson
Gerry Gramozis
Leon Guppy
Sean Hibbitts
Rabey Husini
Anna Jajic (Vice-Chair)
Ann Kitching (Ex-Officio)
Jan Lindsay
Les Marshall
Elizabeth McCausland
Susan Meshwork (Chair)
Colleen Murphy
Brenda Pickard (Secretary)
Teryl Smith
Heidi Taylor
Susan Witter (Ex-Officio)

Regrets:

Graeme Bowbrick
Elizabeth Helps
Ted James
David West

Guests:

Ken Anderson
Kathy Denton (for G. Bowbrick)
Alison Gill
Rob McGregor
Bob Shebib
Brian Storey
Gert Van Niekerk
Brenda Walton

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2. **APPROVAL OF THE AGENDA:** The Chair asked members to add as item 7.3 the Curriculum Development and Approval policy. In order to accommodate the guests, the Chair asked members to approve a fluid Agenda. The Agenda was approved as revised.
3. **APPROVAL OF THE DECEMBER 12, 2005; JANUARY 16, 2006 AND FEBRUARY 20, 2006 MINUTES:** The Minutes were approved as circulated.
4. **BUSINESS ARISING FROM THE MINUTES**

4.1 Petition and Appeal Forms

The Chair invited Brenda Walton to speak to this item. She reminded members that part of Council's mandate is to approve appeal procedures.

Brenda advised members that she has taken the feedback from Council and incorporated it into the new documentation.

ACTION

The Chair advised members feedback should be provided directly to Brenda Walton by May 19, 2006. She noted this item will come to the June 19 meeting for approval.

4.2 SMT Recommendation on Change to the Academic Schedule

The Chair received the following feedback:

- One member suggested extending the examination period.
- A member suggested shortening the examination period.
- A member suggested ending the semester on a Wednesday but to schedule that day as a Tuesday.
- Council discussed a number of ideas for other options that might provide for the clear day.
- The Registrar provided information and feedback about operational issues that have relevance to all the options discussed.

ACTION

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

4.3 Policy Committee Issues

The Chair advised members that T. James was unable to be at the meeting to give an update. The Chair advised members that most of the revisions clarify the original intent of the Associated Studies policy. She noted though one revision does suggest a change to the intent of the original policy. She advised members that the Policy subcommittee recommends the section which suggest that requesting departments have an advisory role in the hiring of new instructors who teach adapted or exclusive support course be struck from the policy. She noted the Policy subcommittee agreed that it is most appropriate that departments have autonomy over their hiring as faculty are usually hired to teach a number of different courses within a specific department. The Chair added this is before Council as a Notice of Motion and will come to the May meeting for approval.

The Chair received the following feedback:

- It was noted that the Faculty in PNUR felt the revisions were “overkill” and prefers the policy language remain as originally written.
- LLPA Faculty requested the language be more specific.
- Several members agreed that hiring practices should be done within the Faculty which has developed the course(s) in particular, service courses.

The Chair suggested the Policy Committee review its’ recommendations on the Associated Studies Policy regarding the staffing section and to bring new recommendations to the May meeting.

ACTION Please take this to your constituency groups from approval at the May Council meeting.

The Chair advised members that the Policy Committee is in the process of the regular five year review of a number of educational policies: Student Appeals; Audit; Program Approval Process – Continuing Education Certificate Programs; and Educational Policy and Development and Review policy. She asked members to send feedback regarding the above policies directly to the Secretary (either hard copy or email, not by voicemail).

4.4 Academic Signature and Framework – Program and Course Templates

The Chair reminded Council that it approved the elements of the Academic Signature when it approved the Academic Plan. The Chair advised members that Council does not have the mandate to approve the Academic Signature and Framework document; however, Council is being asked for input and feedback. She noted the program and Course Templates will come to a future meeting of Council.

Comments provided by the Student Development (SD) DEC:

- **Reading Competency** – There is a concern that reading skills are not mentioned in the document. The SD DEC would like to see reading skill development in the context of course material and of reading needs of the relevant discipline addressed under ‘**II Information Literacy**’ or under **IX Written Communication**’
- **III Information Technology** – would it be possible to clarify the **Learning Outcome – Level 2 and 3**? Perhaps with an example or two?
- **IX Written Communication – Learning Outcome – Level 1.** There is concern around the phrase ‘grammatical competence’ under **Learning Outcome – Level 1**. Does this mean ‘grammatically correct’? If so, to what extent: As written, this could exclude many native speakers of English, and would

certainly eliminate otherwise competent second language speakers who have some residual grammatical errors. The SD DEC would like to suggest eliminating the phrase 'grammatical competence' to avoid erecting an unrealistic barrier to students. A second suggestion here is to add '**coherence**' to the list of abilities, so the first line would read: "Writes with **coherence**, clarity and conciseness". **Learning Outcome – evel 3** we'd like to see the word '**Reads**' added in the second sentence: - "**Reads**, appraises and employs a variety of ...".

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- A member advised that not all nine criteria will fit with every program, and the member would like some flexibility built into the document.

4.5 Educational Excellence – Update

R. Coulson advised members that the Committee has met twice to try and resolve a number of issues related to process and legislative mandate. She noted that the Committee has been unable to resolve the above issues and the Committee recommends that the Educational Excellence Awards be put into abeyance for a period of one year.

Council agreed by unanimous consent to recommend to SMT that the Educational Excellence Awards be put into abeyance for 2006/2007. The Chair of the Education Excellence Committee will forward the above recommendation to SMT.

4.6 Admission and Language Competency Committee Recommendations

There was unanimous consent to Short-cycle the Admission and Language Competency Committee recommendations.

MOVED by R. Coulson; SECONDED by T. Smith,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the recommendation to the 1) DC/UCFV Bachelor of Arts Criminal Justice; 2) New Associate of Arts for Future Teachers; and 3) Bachelor of Science in Psychiatric Nursing.

The Motion was CARRIED.

4.7 Curriculum Committee Recommendation

There was unanimous consent to Short-cycle the Curriculum Committee Recommendations.

MOVED by L. Marshall; SECONDED by M. Brulhart,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted curriculum guidelines for BUSN 1198; ITEC 2365; PHIL 3320; LIBR 1111; LIBR 1113; SPSC 5391; SPSC 5395; SPSC 5396; SPSC 5397; SPSC 5398; SPSC 5491; SPSC 5492; SPSC 5493; SPSC 5494; SPSC 5495; DVST 0100; DVST 0115; DVST 0125; DVST 0425;

and,

THAT Education Council approve the withdrawal of CFCS 262; CYCC 264; THRT 226; THRT 312; THRT 314; TRHT 425 and THRT 426.

The Motions were CARRIED.

E. McCausland referred to the Memo in the package regarding the Curriculum Committee Notice of Motion – April 2006. She noted the curriculum guidelines listed in this memo will come to the May education Council meeting for approval. She noted members can request copies from the Secretary.

ACTION Please take this item to your constituency groups for approval at the May 15th meeting.

5. NEW BUSINESS

- 5.1 Associate of Arts for Future Teachers
Members received the documentation as a Notice of Motion. There was no feedback at this time.

ACTION Please take this to your constituency groups for approval at the May Education Council meeting.

- 5.2 Bachelor of Physical Education & Coaching
The Chair introduced Alison Gill and Brian Storey to speak to this item.

After Alison and Brian gave a power point presentation, Alison advised members of the following amendments to the Full Program Proposal:

- SPSC 4205 in the 8th semester has been changed to PHIL 4205 and will be a service course delivered by Philosophy.
- Semester 2 substitute Physics 1107 with “Science Elective” instead, with the following elective note: “science elective” must be an introductory course in either Chem, Physics or Geology.
- Reduce the Math admission standard from Principles of MATH 12 to Principles of MATH 11 with a minimum grade of C or 3 credits of University/College level Math or equivalent with a minimum grade of C-.
- a) Reduce Chemistry admission standard from CHEM 12 to CHEM 11 and b) reduce the minimum grade of C+ to a C or 3 credits of University/College level Math or equivalent with a minimum of grade C-.

Should members need clarification regarding the rationale of the above changes, please contact the Education Council Secretary. Should members wish to receive a copy of the power point presentation, please contact the Secretary.

J. Lindsay complimented the proposal writers with respect to their thematic development and adherence to the academic signature. She noted this sets a great example for other proposal writers.

ACTION

Please take this to your constituency groups for feedback and approval at the May Education Council meeting.

5.3 Full Program Proposal – Citation in Co-Occurring Disorders

The Chair introduced Bob Shebib to speak to this item.

By way of background, Bob referred to the documentation in the package and advised members that this program is intended as an additional offering to people working in health and social services, seeking knowledge and skills in working with complex cases as well as increasing employability in the areas of social services, addictions, mental health and nursing. He noted the proposed program will consist of five courses for a total of 18 credits. He noted it was anticipated that four courses will be classroom-based, totaling 12 credits and six credits will be allocated as supervised practicum. He noted all courses will be at the 3000 level and will be offered on an application enrolment basis. He added that consideration is being given to offer the program through on-line delivery.

ACTION Please take this to your constituency groups for feedback and approval at the May Education Council meeting.

- 5.4 Revision to the Credentials Awarded at Douglas College Policy
J. Lindsay advised members that, following a review of residency standards found at other BC degree-granting public institutions, VPAC is recommending to Council that the Douglas College Credentials policy be revised to define the residency requirements specific to degree programs. She noted the recommendation is to amend the Credentials policy to indicate that students must complete a minimum of 25% of their upper level course requirements at Douglas in order to receive a Douglas College credential.

There was unanimous consent to short-cycle referring this item to the Policy subcommittee of Council.

MOVED by J. Lindsay; SECONDED by C. Murphy,

BE IT AND IT WAS RESOLVED:

THAT Education Council request the Policy subcommittee to consider adding language to the Credentials Awarded at Douglas College policy to include “students must complete a minimum of 25% of their upper level course requirements... in order to receive a Douglas College degree credential”.

The Motion was CARRIED.

6. REPORTS

- 6.1 Report from the Chair
The Chair reminded members of the June 12th extraordinary meeting of Council which will commence at 4:00 p.m. She also reminded members that the June 19th meeting commences at 2:15 p.m.
- 6.2 Report from the President
The President reported that construction at the David Lam campus was ongoing. She noted that the new building will be completed in September of 2007.
- 6.3 Report from the Board Representative
There was no report.
- 6.4 Report from the Secretary

The Secretary reminded members that in order to accommodate the June business, the June 19th meeting has been scheduled until 5:00 p.m.

- 6.5 Report from the Curriculum Committee
There was no report.
 - 6.6 Report from the Educational Excellence Committee
There was no report.
 - 6.7 Report from the Research Ethics Board
There was no report.
 - 6.8 Report from the Standing Committee on Admissions and Language Competency Standards
 - a) Council received as a Notice of Motion a recommendation to revise the Terms of Reference to state that a quorum should consist of a minimum of 50% of members rather than 60%. This will come to the May Council meeting for approval.
 - 6.9 Report from the Standing Committee on Educational Policies
There was no report.
7. OTHER BUSINESS – For Information and Circulation
- 7.1 Douglas College 2006/2007 Operating Capital – Education Technology
 - 7.2 Strategic Development Funding Approvals
 - 7.3 Curriculum Development and Approval Policy (**Please send feedback directly to the Secretary by June 2, 2006 via email**)
8. ADJOURNMENT: Moved by S. Hibbitts; Seconded by M. Brulhart, the meeting adjourned at 6:05 p.m.

Chair

Secretary

