



**MINUTES OF A MEETING OF EDUCATION COUNCIL  
HELD MONDAY, JUNE 20, 2011 AT 2:15 PM  
BOARDROOM - NEW WESTMINSTER CAMPUS**

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**1. ROLL CALL:**

**Members Present:**

Deb Anderson (Vice Chair)  
Thor Borgford  
Catherine Carlson  
Gretchen Goertz  
Gerry Gramozis  
Leon Guppy  
Bruce Hardy  
Maria Iaquina  
Marina Kolar  
Anne MacMillan (alternate for Ted James)  
Elizabeth McCausland (Chair)  
Debbie McCloy  
Gary Tennant  
Robin Wylie  
Kate Yoshitomi  
Jo-Anne Bilquist (Secretary)

**Regrets:**

Kathy Denton  
Ron de Villa  
Ted James (Ex-Officio)  
Scott McAlpine (Ex-Officio)

**Absent:**

Tyson McKrae

**Guests:**

Bill Archibald (BUSN)  
Cristina Cawkell (MARK)  
Rosilyn Coulson (ECON)  
Mark Elliott (HOSP)  
Maureen Nicholson (LLPA, PRFU)  
Lorne Patterson (MARK)  
George Stroppa (BUSN)  
Gail Tibbo (MARK)

**2. APPROVAL OF THE AGENDA**

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

**3. APPROVAL OF MINUTES**

The May 16, 2011 Minutes were approved as presented.

#### **4. BUSINESS ARISING FROM THE MINUTES**

##### **4.1 Program Revision: Child and Youth Care Diploma Program**

The Chair noted that Item 5.1 under New Business involves these same revisions to the Classroom and Community Support Diploma Program and the Early Childhood Education Diploma Program. Members agreed to consider all the revisions in the same motion.

Deb Anderson was invited to speak to these items. She noted that this option will be welcomed by the students, as many have expressed interest.

There being no further discussion,

**There was unanimous consent to Short-cycle the Motion to approve the proposed revisions to the Classroom and Community Support Diploma Program and the Early Childhood Education Diploma Program.**

**MOVED by K. Yoshitomi; SECONDED by D. McCloy,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve the proposed revisions to the Child and Youth Care Diploma Program, the Classroom and Community Support Diploma Program and the Early Childhood Education Diploma Program.**

**The Motion was CARRIED.**

##### **4.2 Full Program Proposal: Bachelor of Business Administration Marketing Degree**

The Chair noted the document received from the Applied Degree Standards Subcommittee. She explained that the committee considers whether proposals meet the criteria around credits, breadth and depth in their programs. The Applied Degree Standards Subcommittee recommends approval of this proposal.

Gail Tibbo was invited to speak to this item; Gail introduced her associates Cristina Cawkell and Lorne Patterson.

Responding to questions around the Foundation Year spreadsheet, Gail assured Council that this was included as a sample only, and was not meant to be distributed to students. Gail further indicated that they are in discussions with the English department around equivalents to the English courses, for example a Communications course. She agreed that some rewording of this area may be required.

There being no further discussion,

**MOVED by D. McCloy; SECONDED by G. Gramozis,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve the proposed Bachelor of Business Administration in Marketing Degree.**

**The Motion was CARRIED.**

**And,**

**MOVED by B. Hardy; SECONDED by M. Kolar,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council recommend that the Board establish the credential Bachelor of Business Administration in Marketing Degree.**

**The Motion was CARRIED.**

**4.3 Program Revision: Hotel and Restaurant Management Program**

The Chair noted that the name change for this program has been approved, so it is officially now the Hospitality Management Program.

Mark Elliott was invited to speak to this item.

Mark noted the revision to the Memo circulated which indicated the inclusion of Math 1160 as a substitute for FINC 1231. This was added to facilitate transfer for students to University of Victoria.

There being no further discussion,

**MOVED by R. Wylie; SECONDED by M. Kolar,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve the proposed revisions to the Hospitality Management Program.**

**The Motion was CARRIED.**

**4.4 Program Revision: Financial Services Management Diploma**

George Stroppa and Bill Archibald were welcomed in place of Larry Laberge.

There being no further discussion,

**MOVED by G. Tennant; SECONDED by M. Iaquinta,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve the proposed revisions to the Financial Services Management Diploma.**

**The Motion was CARRIED.**

**4.5 Interim Recommendation: Research Scholarship and Faculty Development Task Force**

The Chair reminded members that this item is for feedback to Kathy Denton, and not for formal advice. Thor Borgford, Chair of the Task Force, responded to queries from Council members.

A member noted that their FEC felt that items 3 and 5 in the document were contradictory. Thor reiterated that the Task Force Committee feels that research should be voluntary, but that it is an important adjunct to pedagogy and should be supported at the College. He further noted that they have no authority nor are they proposing any changes to mandates, and that they recognize the importance of all aspects of research whether applied or basic or simply creative endeavours.

Concerns were raised as to how the proposed new structure would impact the current research support such as Common PD Fund Leaves and Strategic Development Funds. Thor acknowledged the concerns, and noted that the Task Force can only make recommendations based on its Terms of Reference, which were to look at ways to encourage research at DC. By having research under one umbrella, a benchmark can be developed where currently there is none. As well, it is becoming apparent that having a point of contact for external agencies wishing to approach DC would be helpful. Thor also noted that student research will continue to be encouraged as well.

Another concern was raised from a FEC regarding additional resources that might arise in the future from the development of this new office. Thor agreed that this was a legitimate concern, and again noted that the interim recommendations were put forward to ensure that deadlines formerly falling under CAFD were not missed, and that the resources required in the future falls outside of the committee's mandate.

#### 4.6 Policy Items

##### **a) Program Approval Policy Update**

The Chair indicated that currently there are three separate approval programs and she plans to merge the credit approvals, as the processes are quite parallel. The proposed revised policy will be on the September agenda.

Also discussed was a request from CBA for dealing with multiple student waivers (student requests to waive a program requirement if they have met the learning outcomes in some other acceptable way). When a pattern of waivers emerges, it might be necessary to adjust the program, and a simpler way of dealing with this issue, rather than putting forth a full revision request, is being sought. The Chair proposed creating a requirement substitution form and managing the requests through the Curriculum Committee; it would be a quicker and more simple solution.

##### **b) Academic Probation Policy Amendment**

Anne MacMillan spoke to this item in place of Ted James.

Anne noted that this minor language revision will enable Banner to process the calculation, rather than having to do it manually. This will work to students' advantage.

**There was unanimous consent to Short-cycle the Motion to approve the amendment to the Academic Probation Policy as presented.**

**MOVED by B. Hardy; SECONDED by C. Carlson,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve the amendment to the Academic Probation Policy.**

**The Motion was CARRIED.**

#### 4.7 Curriculum Committee Recommendations

**There was unanimous consent to Short-cycle the Motion to approve the Curriculum Committee recommendations as presented.**

**MOVED by R. Wylie; SECONDED by B. Hardy,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve the recommendations presented by the Curriculum Committee.**

**The Motion was CARRIED.**

**5. NEW BUSINESS**

**5.1 Program Revision: CFCS Aboriginal Stream Expansion**

See Item 4.1.

**5.2 Full Program Proposal: Certificate in Academic Foundations**

Catherine Carlson was invited to speak to this item in Kathy Denton's absence.

A question was raised with regard to block transfer to other institutions, specifically noting that it could be very helpful for students. Catherine noted that while nothing has yet been put into place, she had spoken to peers at other institutions who were receptive.

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

**5.3 Concept Paper: Bachelor of Arts Degree, Liberal Arts and Business Studies**

Catherine Carlson and Maureen Nicholson were welcomed to speak to this item.

Catherine noted that as part of the College's Strategic Plan, a Liberal Arts Degree would offer a pathway for students to combine upper level studies across disciplines. Other institutions currently offer Liberal Arts Degrees which are interdisciplinary. A benefit for smaller departments would be that this could create an avenue for building upper level courses. It was noted that this proposal would in no way overlap with the Performing Arts Degree.

Members discussed the value to students and employers alike, for graduates to have the critical thinking, research and writing skills associated with a Liberal Arts Degree complemented with the organization, digitization and business management skills that would come from the Business courses. Members noted that the transferability of the program should be better highlighted.

Catherine indicated that they've consulted with the former DQAB chair, and if the concept paper is approved, will get some early feedback from the ministry as well. Discussing whether a co-op might be offered as part of the program, M. Nicholson noted that it could possibly be developed at some point, though many students might already have extensive work experience, and a co-op might not be in their best interest.

**ACTION:** Please refer this item to your constituency groups for information. Questions can be directed to Catherine Carlson, Maureen Nicholson or Laurel Donaldson.

**5.4 Proposal: CBA Business Minor**

Gail Tibbo and Rosilyn Coulson were invited to speak to this item.

Gail indicated that she would like to encourage this proposal go out to the FECs and that she and Rosilyn would be happy to meet with any areas that might be interested. She welcomed the possibility of putting together minors with various programs. It was noted that 15 upper-level credits would meet the criteria for a minor.

**ACTION:** Please refer this item to your constituency groups for information. Questions can be directed to Gail Tibbo or Rosilyn Coulson.

**6. REPORTS**

**6.1 Report from the Chair**

The Chair noted that the May Report to the Board and the Annual Report have been circulated.

She took the opportunity to thank all Education Council members for their services this year, particularly those who will not be returning. She noted that some leaving members have been with Council for a number of years.

Liz also reminded returning members to advise which subcommittee they wish to attend.

- a) May 2011 Report to the Board
- b) Annual Report

**6.2 Report from the President**

There was no report as the President had sent regrets.

**6.3 Report from the Board Representative**

There is currently no Board Representative.

**6.4 Report from the Secretary**

The Secretary reminded Council members that the Elections held in April will be ratified at the September meeting, as will the tentative schedule for 2011/2012 which was distributed last month and is posted on the EdCo webpage.

**6.5 Report from the Curriculum Committee**

The Annual Report was circulated.

**6.6 Report from the Standing Committee on Admissions and Language Competency Standards**

The Annual Report will be forwarded and posted.

**6.7 Report from the Educational Excellence Committee**

The Annual Report was circulated.

**6.8 Report from the Standing Committee on Educational Policies**

The Annual Report will be forwarded and posted.

**7. OTHER BUSINESS**

There was no Other Business.

**8. NEXT MEETING**

September 19, 2011 at 4:15 pm in the Boardroom (4920), New Westminster Campus

**9. ADJOURNMENT**

**MOVED by R. Wylie; SECONDED by M. Kolar that the meeting be adjourned.**

The meeting adjourned at 3:30pm.

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**Chair**

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**Secretary**