



**MINUTES OF A MEETING OF EDUCATION COUNCIL  
HELD MONDAY MAY 17, 2010 AT 2:15 PM  
ROOM 2217 - NEW WESTMINSTER CAMPUS**

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**1. ROLL CALL:**

**Members Present:**

Gerry Gramozis  
Kate Yoshitomi  
Kathy Denton  
Thor Borgford  
Michael Phillips  
Bruce Hardy  
Ted James (Ex-Officio)  
Jan Carrie (A/ VP-Education)  
Samirah Abid  
Don Valeri  
Gary Tennant  
Dianne Hewitt  
Deb Anderson  
Scott McAlpine (Ex-Officio)  
Elizabeth McCausland (A/Chair)  
Debbie McCloy  
Leon Guppy  
Robin Wylie  
Jo-Anne Bilquist (Secretary)

**Regrets:**

Zaheeda Merchant  
Peter Kendrick  
Rajbinder Dehal

**Guests:**

John Higenbotam  
Anna Helewka  
Dianne Maxwell  
Guangwei Ouyang  
Gail Tibbo  
Cheryl Palmer  
Ray Chapman  
Laurie Kocher  
Lori Hawkes

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The Chair received a request from Council that Susan Meshwork should be formally thanked for her years of service to Education Council.

Moved by R. Wylie, seconded by L. Guppy that Susan is formally thanked.  
Carried.

## **2. APPROVAL OF THE AGENDA**

The Chair advised members that item 4.8 Admissions and Language Competency Committee Recommendations will be struck from the Agenda, as there are no recommendations at this time.

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

## **3. APPROVAL OF THE APRIL 19, 2010 MINUTES**

The Chair noted that Items 5.1, 5.2, 5.3 and 5.4 have been amended to read “Action: Please refer this item to your constituency groups for consideration of approval at the May meeting.”

It was noted that in item 5.2, the wording should be changed from Post-Degree Diploma: Psychosocial Rehabilitation to Post- Baccalaureate Diploma: Psychosocial Rehabilitation.

The Minutes were approved as amended.

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

### **4.1 Policy Items**

#### **4.1 a) Revision of the *Evaluation* Policy – Final Exams**

Ted James indicated that the Policy Committee reworded parts of the policy using some of the language received in feedback from Meg Stainsby.

Council raised more issues around the wording and the intent of the policy, especially with respect to item 2 under Final Examinations in Credit Courses, which deals with the last 14 calendar days of classes and having no evaluations that are worth more than 10% of the final grade.

T. James indicated that his understanding was that the intention of the policy is to ensure that within the last 2 weeks prior to exams, students aren't inundated with other evaluations, possibly compromising their final exams. However the policy should reflect what everyone wants; if an in-class presentation is qualitatively different than an exam or quiz, it can be re-worded.

In order to clarify the policy's intent, Council gave T. James some direction, including: that faculty want to be able to give presentations etc in the last 2 weeks, providing they're assigned at the beginning of the course (this would include practicum evaluations); that final exams should not be given during class time; that people want to allow evaluations completed out of class (e.g. term papers) to

be done in the final two weeks. It was also mentioned that the link between the rule and the exceptions isn't especially clear, and that the notes clarifying the policy shouldn't be longer than the policy itself.

**ACTION**      **This item will go back to the Policy Committee for further review and revision.**

4.2      Post-Baccalaureate Diploma: Psycho-Social Rehabilitation  
The Chair invited John Higenbottam to speak to this item.

A question was asked whether 15 was an appropriate number of credits for a post baccalaureate diploma, and Council was assured that research had been done, and this was an appropriate number.

Responding to confusion around the program accepting 30 students, but having practicum set up for only 15 students, John indicated that if there were more than 15 getting to the practicum phase, they would need to look at possibly splitting practicum into 2 sections, running concurrently. This would depend on finding appropriately qualified practicum placements.

Following discussion concerning the course numbers beginning with 6's instead of 5's, as are other post-baccalaureate courses at Douglas, it was agreed that the courses would be changed to 5XXX's.

**MOVED by D. McCloy; SECONDED by T. Borgford,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve the credential Post-Baccalaureate Diploma in Psycho-Social Rehabilitation.**

**The Motion was CARRIED.**

And,

**MOVED by R. Wylie; SECONDED by G. Gramozis,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council recommend the College Board establish the credential Post-Baccalaureate Diploma in Psycho-Social Rehabilitation.**

**The Motion was CARRIED.**

4.3      Program Revision – Psychiatric Nursing Diploma and Degree  
The Chair welcomed Anna Helewka to speak to this item.

There being no further discussion,

**MOVED by J. Carrie; SECONDED by B. Hardy,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve the proposed revisions to the Psychiatric Nursing Diploma and Degree program.**

**The Motion was CARRIED.**

- 4.4 Program Revision – Community Mental Health Worker  
The Chair welcomed Diane Maxwell to speak to this item.

There being no further discussion,

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

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve the proposed revisions to the Community Mental Health Worker program.**

**The Motion was CARRIED.**

- 4.5 Affiliation Agreements  
a) University of California, Riverside (UCR) and Berkeley (UCB)  
b) Université François  
The Chair welcomed Guangwei Ouyang to speak to these items.

There being no further discussion,

**MOVED by D. Hewitt; SECONDED by B. Hardy,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve Affiliation Agreements with: University of California, Riverside (UCR) and Berkeley (UCB); and Université François – Rabelais de Tours, France (UFR).**

**The Motion was CARRIED.**

- 4.6 Strategic Plan  
The Chair reminded Council that we have scheduled a Special Purpose Meeting to formulate advice on the Strategic Plan. She noted that if FECs give members a

large volume of feedback, she would appreciate receiving it in written form if possible.

The Chair invited Scott McAlpine to speak to this item.

S. McAlpine indicated that the committee has received a great deal of advice on the various components of the Plan through the feedback sessions held over the past weeks, and they've made some amendments as a result.

Council raised a few suggestions on the Strategic Plan, including: that it should reflect that Douglas is moving from the perception of being a "sender" institution to a "receiving" one; that the Plan should include language around "access"; that in addition to pathways mentioned to SFU and UBC, it should also be noted that there is a wider diversity which includes UFV, UVic, and Vancouver Island University; confusion around the definition of "largest" and "most progressive"; discussion concerning the title; suggestion that there is a mismatch between the title and the quote by MacDonald.

4.7 Curriculum Committee Recommendations

The Chair reminded Council that we will change the numbering of the Psychosocial Rehabilitation courses to begin with 5's instead of 6's.

The Chair indicated that with regard to Marketing courses MARK 3280 and MARK 4270, the FEC had once again held discussions and, the FEC again voted to support the courses.

Discussion ensued around the issue of a Faculty Representative at EdCo and their roles as such.

**MOVED by R. Wylie; SECONDED by J. Carrie,**

**BE IT AND IT WAS RESOLVED:**

**That Education Council approve the submitted guidelines for: MARK 3280 and MARK 4270.**

**The Motion was CARRIED.**

There being no further discussion,

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

**MOVED by K. Denton; SECONDED by G. Tennant,**

**BE IT AND IT WAS RESOLVED:**

That Education Council approve the submitted guidelines for: ECED 2483; CYCC 2360; INTR 1285; INTR 1225; INTR 2320; BUSN 4500; BUSN 4275; COOP 3500; COOP 4500; OADM 1322; HCSW 1165; HCSW 1170; HCSW 1180; HCSW 1190; HCSW 1200; PSYC 6001; PSYC 6002; PSYC 6003; PSYC 6004; PSYC 6005; CHEM 2400; EASL 0345; EASL 0350; EASL 0355; EASL 0820; ACCT 3370; ACCT 3470.

The Motion was CARRIED.

4.8 Admissions and Language Competency Committee Recommendations

There are no recommendations at this time.

5. NEW BUSINESS

5.1 Marketing Management Diploma Course Changes

The Chair invited Gail Tibbo to speak to these items.

Gail briefly outlined the proposed changes. She fielded a question with regard to prerequisite requirements for courses which will be made available to diploma students, and responded that the structure would be such that the Foundations course would be a prerequisite.

There being no further discussion,

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

5.2 Diploma in Sign Language Interpretation

The Chair invited Cheryl Palmer to speak to these items.

a) Program Revision

Cheryl briefly outlined the changes as proposed in the documents.

There being no further discussion,

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

b) Program Name Change

Cheryl noted that they are hoping to have the corrected name in place for this credential for June graduation.

**There was unanimous consent to Short-cycle the Motion to approve the proposed name change.**

**MOVED by B. Hardy; SECONDED by G. Gramozis,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council recommend that the Board establish the credential Diploma in Sign Language Interpretation.**

**The Motion was CARRIED.**

**MOVED by K. Denton; SECONDED by J. Carrie,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council recommend that the Board withdraw the credential Diploma in Sign Language Interpreter.**

**The Motion was CARRIED.**

5.3 Affiliation Agreement – Bern University of Applied Sciences, Switzerland (BUAS)

The Chair welcomed Guangwei Ouyang to speak to this item.

Guangwei explained that this is the first affiliation designed for Science and Technology. As they are hoping to start the student exchange as soon as possible, they need to work on negotiating the Memorandum of Understanding and continue discussions with this institution in a timely manner.

**There was unanimous consent to Short-cycle the Motion to approve the Affiliation Agreement as presented.**

**MOVED by G. Tennant; SECONDED by J. Carrie,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve the proposed Affiliation Agreement with Bern University of Applied Sciences, Switzerland (BUAS).**

**The Motion was CARRIED.**

5.4 Program Revision – Early Childhood Education

The Chair invited Laurie Kocher and Ray Chapman to speak to this item.

Laurie briefly outlined the proposed revisions to the program, as indicated in the accompanying documentation.

There being no further discussion,

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

5.5 Program Revision – Child and Youth Care Diploma Program

The Chair invited Lori Hawkes to speak to this item.

Lori spoke briefly with regard to the proposed course adjustments, as indicated in the documents.

There being no further discussion,

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

## 6. REPORTS

6.1 Report from the Chair

The Chair encouraged Council to read through the survey and policies attached as information items.

The Chair reminded Council that the meeting schedule for next year will be formally approved in September, but she encouraged members to consider whether the May and June meeting times should continue to be early as opposed to the regular meeting block time. She reminded members that people who are teaching in the summer can request a substitute to attend our meeting.

The Chair reminded members that Committee Annual Reports are due by June 10<sup>th</sup>.

6.1a) Chair report to the Board

The Chair referred to the document in the package.

6.2 Report from the President



The President stated that he would formally and officially like to recognize Jan Carrie's outstanding work during her time as Acting Vice President of Education.

The President encouraged members to read the second draft of the Strategic Plan, as it includes much of the feedback given at the three sessions that were held, as well as from other sources. He indicated that it is now a much tighter document.

The President thanked Education Council for being willing to attend the Special Purpose meeting for consideration of the Strategic Plan prior to the next Board meeting.

6.3 Report from the Board Representative  
Regrets.

6.4 Report from the Secretary  
There was no report.

6.5 Report from the Curriculum Committee  
There was no report

6.6 Report from the Standing Committee on Admissions and Language Competency Standards  
There was no report.

6.7 Report from the Educational Excellence Committee  
It was noted that the Student Educational Excellence Award will be given at the Board meeting on Thursday.

6.8 Report from the Standing Committee on Educational Policies  
There was no report.

6.9 Report from the Academic Signature Committee  
There was no report.

## **7. OTHER BUSINESS**

The Chair reminded members about these information items in their packages.

- 7.1 Former Student Survey – Douglas College compared to BC Average
- 7.2 Meeting Schedule for 2010/2011
- 7.3 Administrative Policies

**ACTION: Please refer these items to your constituency groups for information.**

## **8. NEXT MEETING**

**June 21, 2010 2:15 – 5:15 p.m. in the Boardroom New Westminster Campus**

**9. ADJOURNMENT**

**Moved by R. Wylie; Seconded by K. Denton, the meeting adjourned at 4:30 p.m.**

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**Chair**

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**Secretary**