

**MINUTES OF A MEETING OF EDUCATION COUNCIL
HELD MONDAY, MAY 28, 2018 AT 9:00AM
Room 4920 NW Campus**

Members Present:	Regrets:
Thor Borgford	Nathaniel Christopher
Bette Cavanagh (<i>Recorder</i>)	Paolo De Leon
Brian Chapell (<i>for George Stroppa</i>)	Martin Grice
Ivanna Cikes	Prabh Hundal
Manuela Costantino	McKenzie Hutchison
Kathy Denton (<i>Ex-Officio</i>)	Weissy Lee
Karla Gronsdahl	Rod Midgley
Todd Harper (<i>for Weissy Lee</i>)	Marsha Wilson
Olga Kalachinskaya	Wesley Snider (<i>Ex-Officio</i>)
Carrie Keen	George Stroppa
Christine Kerr	
Edith Kirkpatrick	Guests
Cecil Klassen	Lara Duke
Colleen Murphy (<i>for Marsha Wilson</i>)	Arsineh Garabedian
Rachel Newton (<i>for Rod Midgley</i>)	Shirley Mauger
Rella Ng (<i>Ex-Officio</i>)	Brian Parker
Jasmine Nicholsfigueiredo (<i>Chair</i>)	John van Deursen
Telka Pesklevits (<i>for McKenzie Hutchison</i>)	Kyle Vuorinen
Jerson Sabio	Melanie Young
Jenny Shin	
Smith, Trevor	Observers:
Marni Westerman	Doritta Fong
Wotherspoon, Alicia	Tracy Ho

We recognize and acknowledge the QayQayt First Nation and the Kwikwetlem First Nation, as well as the Coast Salish Peoples, on whose traditional and unceded territories we live, we learn, we play, and we do our work.

1. ROLL CALL:

2. APPROVAL OF THE AGENDA

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

3. APPROVAL OF MINUTES

The minutes of April 23, 2018, were approved by consensus.

4. BUSINESS ARISING FROM THE MINUTES

4.1. Program Revision: Sport Science Diploma

L. Duke spoke to the item.

The Chair will relegate the previous workflow back to L. Duke to complete minor revisions.

There being no further discussion,

Moved by M. Westerman; SECONDED by I. Cikes, THAT Education Council approve the Program Revision: Sport Science Diploma.

The Motion was CARRIED.

4.2. Program Revision: Basic Musicianship Program

J. van Deursen spoke to the item.

There being no further discussion,

Moved by E. Kirkpatrick; SECONDED by M. Costantino, THAT Education Council approve the Program Revision: Basic Musicianship Program.

The Motion was CARRIED.

4.3. Program Proposal: Certificate of Academic Foundation for Child Family and Youth Care Degree Program

K. Gronsdahl spoke to the item on behalf of D. Allenby.

There being no further discussion,

Moved by E. Kirkpatrick; SECONDED by C. Kerr, THAT Education Council approve the Program Proposal: Certificate of Foundation for Child Family and Youth Care Degree Program.

The Motion was CARRIED.

5. NEW BUSINESS

5.1 Program Revision: Concentration in Business Law

B. Parker spoke to the item.

This program revision is seeking to add BUSN 3720 (Business Law for Accountants) and BUSN 4720 (Procurement Law and Contract Interpretation) to the list of courses that can be applied towards the Concentration in Business Law designation.

K. Denton inquired about the total number of degree credits and whether the concentration could be completed in 120 credits. B. Parker responded that students would not exceed 120 credits unless they pursue other concentrations.

ACTION: Please refer this item to your constituency groups for consideration of approval at the June 2018 meeting.

5.2 Program Revision: Associate of Arts

M. Young spoke to the item.

M. Young provided the rationale for seeking pre-approval of the proposed changes. In consultation with the HSS FEC, she is coordinating these changes to standardize information and formats for all of the Associate of Arts Degrees (Thematic and Specialization). This will enable departments to make the necessary changes in Curriculum Navigator without having to go through the full governance process.

K. Denton recommended that the language be consistent and easily accessible on the website so that students do not have to contact academic advisors or search in multiple areas for information such as what constitutes an “Arts” course or a “Humanities” course.

It was recommended that the Associate of Arts Degree Graduation Requirements Checklist be linked within CN so that the students are able to complete the form before going to an academic advisor. M. Young will connect with R. Caldwell regarding linking the checklist within CN.

ACTION: Please refer this item to your constituency groups for consideration of approval at the June 2018 meeting.

5.3 Program Revision: Post Degree Diploma in Accounting

A. Garabedian spoke to the item.

ACTION: Please refer this item to your constituency groups for consideration of approval at the June 2018 meeting.

5.4 Program Proposal: Concentration in Public Accounting

A. Garabedian spoke to the item.

A. Garabedian provided that students came forward with a request to create this concentration. This concentration will equip students with job ready skills in Public CPA firms, tax audit, and financial statement presentation knowledge. With the addition of the marketing component, it will help to distinguish our students from other institutions.

K. Denton inquired about the total number of degree credits and whether the concentration could be completed in 120 credits, and was told it would.

ACTION: Please refer this item to your constituency groups for consideration of approval at the June 2018 meeting.

5.5 Program Proposal: Concentration in Not-for-Profit and Public Sector Accounting

A. Garabedian spoke to the item.

ACTION: Please refer this item to your constituency groups for consideration of approval at the June 2018 meeting.

6. STANDING COMMITTEE ITEMS

6.1 Admission and Language Competency Committee Recommendations

a) Program Revisions: Changes to Admission Requirements

The Chair welcomed R. Ng to speak to the items individually and suggested voting on the three items under one motion.

i. Geological Resources Diploma

ii. Program Revision: Changes to Admission Requirements for the BA Child and Youth Care

Discussion ensued about preferential admission requirements. The President recommended that the language from 3rd year preferential admission requirement should be applied at the same standard for 2nd year. The initiator agreed to make the change.

iii. Program Revision: Changes to admission requirements for the Community Mental Health Work Program

There being no further discussion,

There was unanimous consent to Short-cycle the proposed Motion.

MOVED by C. Kerr; SECONDED by E. Kirkpatrick, THAT Education Council approve the Admission and Language Competency Committee recommendations for Geological Resources Diploma, BA Child and Youth Care and Community Mental Health Work Program.

6.2 Curriculum Items

a) Curriculum Committee Recommendations

I. Cikes spoke to the Curriculum Committee's review of 17 curriculum guidelines: 8 new curriculum guidelines, 7 revised curriculum guidelines and 2 withdrawn curriculum guidelines.

There being no further discussion,

There was unanimous consent to Short-cycle the proposed Motion.

MOVED by O. Kalachinskaya; SECONDED by M. Westerman THAT Education Council approve the submitted guidelines for: MODL 3393; SPSC 1322, 2399; HEAR 2200, 2201, 2210, 2212, 2310; CSIS 4175, 3280; ELLA 0110, 0210, 0310; SPSC 1316; CE 18 Hour Breastfeeding Course; and THAT Education Council approve the withdrawal requests for: CSIS 1110; HCSW 1165.

The Motion was **CARRIED**.

6.3 Policy Items

a) Prior Learning and Assessment and Recognition Policy

C. Kerr spoke to the changes to the policy and advised that no further feedback was submitted.

K. Denton indicated that the Policy Committee may want to review the category entitled Scope.

T. Borgford asked for an update on the work being done by the Policy Committee, and specifically the status of the Program Advisory Committee Policy. The Chair will follow-up and advise T. Borgford.

C. Kerr responded that the Committee is currently working on five (5) policies that will be brought for review at the September 2018 meeting.

There being no further discussion,

MOVED by I. Cikes; SECONDED by C. Kerr, THAT Education Council approve the recommended revisions to the Prior Learning and Assessment and Recognition Policy.

The Motion was **CARRIED**.

7. STANDING COMMITTEE ITEMS

7.1 Report from the Chair

J. Nicholsfigueiredo spoke to her April 23, 2018 report to the College Board. The Chair also reminded all Standing Committee Chairs that annual reports must be submitted to Education Council by the June meeting deadline.

7.2 Report from the President

K. Denton reported that the Anvil Centre project is on track for September, but that the team is working under very tight timelines. She explained that the process for

planning future renovations at both campuses involves using the vacated space to ensure that people have somewhere to work during the next planning phases.

K. Denton advised of upcoming travel plans to attend the Graduation Ceremonies in Shanghai, China, the week prior to the Summer Graduation Ceremonies scheduled here.

She extended her apologies for having missed the March and April meetings and was unable to comment on the minutes of those meetings. With respect to the FEC TOR she wanted Council members to know that the process of creating the original FEC TOR did involve the Deans, who consulted with their Faculties and helped draft the TOR.

7.3 Report from the Vice President, Academic & Provost

T. Borgford announced that a search will commence in the Fall for the position of Dean, Language Literature and Performing Arts. Dr. Borgford also noted that the College has been in frequent contact with the Ministry on the approval status of the Business Management Degree, however, to date, the College has received no update from the Ministry.

7.4 Report from the Board Liaison

There was no report.

7.5 Report from the Secretary

The next deadline for Agenda submissions for the June 18, 2018 meeting is Wednesday, June 6, 2018 at 3:00 p.m.

7.6 Report from the Curriculum Committee

The next deadline for curriculum guidelines to be submitted to the committee is Wednesday, June 6, 2018 at 9:00 a.m. Please remind your FECs of this date and time.

7.7 Report from the Educational Excellence Committee

E. Kirkpatrick spoke about the luncheon held with the student awardee. She commented on the student's tremendous poise and potential for her future. The student will be awarded with the certificate at the June 14th 2:30 pm Graduation Ceremony.

7.8 Report from the Committee on Admissions & Language Competency Standards

There was no report.

7.9 Report from the Committee on Educational Policies

C. Kerr reported that the Committee is working on finalizing five policies for review at the September 2018 meeting.

7.10 Report from the Committee on International Education

M. Westerman reported that the committee will meet in the next couple of weeks.

8. OTHER BUSINESS

8.1 2018-2019 Education Council Schedule

The Chair advised that no feedback was received on the proposed 2018-2019 Education Council Meeting Schedule. She reiterated that the schedule has 2 months, September and May, which FECS may wish to alter their meeting dates in order to meet EdCo submission deadlines.

The Chair confirmed that the ratification of the 2018-2018 schedule would take place at the September 18, 2018 meeting.

K. Denton noted that the College Board does not meet in the month of February. As the approval of the budget takes place at the March Board meeting, please flag to your FECS that Education Council will have to submit feedback on the budget by the January 21, 2019 meeting. Next year, we will distribute budget timelines to members of Education Council and provide as much time as possible for Council members to gather feedback and contribute to the discussion.

There being no further discussion,

MOVED by I. Cikes; SECONDED by O. Kalachinskaya, THAT Education Council approve the Education Council Meeting Schedule 2018-2019.

The Motion was CARRIED.

9. NEXT MEETING

Monday, June 18, 2018 at 9:00 am in Room 4920, New Westminster Boardroom and Room B2100 Coquitlam Campus (if required).

10. ADJOURNMENT

MOVED by C. Klassen; SECONDED E. Kirkpatrick, that the meeting be adjourned.

The Motion was CARRIED.

The meeting adjourned at approximately 10:20 a.m.

Chair

Secretary