



Douglas College

MINUTES OF A MEETING OF EDUCATION COUNCIL

**HELD MONDAY, OCTOBER 17, 2011 AT 4:15 PM
BOARDROOM - NEW WESTMINSTER CAMPUS**

1. ROLL CALL:

Members Present:

Deb Anderson (Vice Chair)
Catherine Carlson
Brian Chapell
Bruce Clarke
Kathy Denton
Ron de Villa
Gretchen Goertz
Todd Harper
Maria Iaquina
Ted James (Ex-Officio)
Marina Kolar
Elizabeth McCausland (Chair)
Wesley Snider
Gary Tennant
Cathy Tremblay
Robin Wylie
Kate Yoshitomi
Jo-Anne Bilquist (Secretary)

Regrets:

Gail Johnson
Jerin Mece
Scott McAlpine (Ex-Officio)
Debbie McCloy

Guests:

Laura Dane
Joy Ollen
Graham Rodwell
Kristin Wagner

The Chair welcomed Bruce Clarke to Education Council, as representative from the College Board.

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 Secretary noted that a member's name had been inadvertently missed in the Roll Call, and another name was misspelled. The errors were corrected.

The September 19, 2011 Minutes were approved as amended.

4. BUSINESS ARISING FROM THE MINUTES

4.1 Full Program Proposal: Applied Psychology

Laura Dane and Kristin Wagner were welcomed, along with Graham Rodwell.

T. James noted a recommendation from the Admissions and Language Competency Committee that the proposal be broken into two parts because it is dealing with two credentials, one being the honours degree.

E. McCausland outlined some typos that would need to be addressed, as well as noting that the course numbering would need to be given some attention.

There being no further discussion,

MOVED by R. Wylie; SECONDED by C. Carlson,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the Bachelor of Arts in Applied Psychology Program and Bachelor of Arts in Applied Psychology (Honours) Program.

The Motion was CARRIED.

And,

MOVED by M. Kolar; SECONDED by R. DeVilla,

BE IT AND IT WAS RESOLVED:

THAT Education Council recommend the College Board establish the credentials Bachelor of Arts in Applied Psychology and Bachelor of Arts in Applied Psychology (Honours).

The Motion was CARRIED.

4.2 Proposed Revision to the College Matrix

The Chair noted that the matrix options on the table include ones labelled Option 1, Option 2 and Option 3 from June; the matrix presented in the documentation from the Task Force was not endorsed by SMT because it did not satisfy requirements in the Collective Agreement.

Following lengthy discussion, there was no consensus on a particular option of the three presented, however the main points that emerged were:

- Faculties may need more time to accurately offer feedback on all the options, based on pilot timetabling exercise
- Concerns around the proposed matrix creating lab scheduling conflicts
- Concern about early event block creating very long days (possibly up to 12 hours) for faculty teaching evening classes and for staff members (ie technicians)
- Flexibility of new schedule is positive, and room allocation seems favourable
- Concern that new matrix is pushing toward more 3x1 classes (away from 2x2 configuration)
- Agreement that meeting student needs should be a priority
- Meeting cycles must be a consideration (ie approval process)

Council agreed that the Chair will craft advice based on this feedback.

4.3 Budget Guidelines

Recognizing that there were no changes in the Budget Guidelines from last year, Council members had no feedback.

4.4 Policy Items

a) Program Approval Policy Update

The Chair gave some background, noting that previous discussions at EdCo with regard to eliminating the Applied Degree Standards subcommittee had not garnered any negative feedback, however due to recent concerns raised at Policy subcommittee meeting, she felt the matter required more discussion so that there is clear direction from Council.

Liz also referred to a memo outlining a recommendation from VPAC to create a subcommittee that would discuss degree concept papers, and some others.

Graham Rodwell was welcomed to the meeting as a member of Policy subcommittee. He acknowledged the need to streamline processes, but also that

educational quality assurance is an important issue. Graham feels that the ability of an institution to regulate its own quality is preferable over leaving quality control only to external bodies such as DQAB. He agreed that the ability to research and advise at the front end of the process seems preferable, as does the new suggestion of a reworked subcommittee.

Following discussion, there was general agreement from Council that a subcommittee is necessary, and that earlier feedback would be beneficial to developers, though there should continue to be consultation at later stages as well. The Chair advised that full program proposals would still go through VPAC, SMT and EdCo at the end of the process as they do now. Council members noted that the subcommittee should remain affiliated with EdCo, perhaps in the form of a joint committee. Council asked the Chair to research the process in other institutions.

The Chair advised that she will research other institutions, draft some TORs and policy language around the process, including the notion of revisions as well as new proposals, and bring it back to next meeting for discussion.

4.5 Curriculum Committee Recommendations

The Chair noted that Todd Harper has taken on the job of chairing the Curriculum Committee.

Following a query from a member regarding class sizes in marketing increasing, the Chair advised that the new number (35) is common across the college and the department supported the increase. A question about the Ugandan practicum experience led to discussion around learning outcomes; the Chair noted that the language in the guideline is parallel to existing courses in the curriculum.

There being no further discussion,

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

MOVED by G. Tennant; SECONDED by W. Snider,

BE IT AND IT WAS RESOLVED:

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

The Motion was CARRIED.

4.6 Admissions and Language Competency Committee Recommendations

The Chair invited Ted James to speak to this item. The Chair also noted that the foundation year referred to in the memo is specifically related to Nursing.

Ted queried whether the nursing foundation is going to be a program but not a credential. Kathy Denton responded that it is an open question at this point; it may be a set of recommendations to guide a nursing student, or may be a credential.

Responding to a question about electives from social sciences and not arts or humanities, Kathy advised that the curriculum was guided by knowledge the students would need to pass their certification requirements.

Ted also noted that the admission policy states that 12 months notice is required for revisions to come into effect, necessitating a variance request.

There was unanimous consent to Short-cycle the Motion to approve a variance to the Admissions Policy.

MOVED by R. Wylie; SECONDED by C. Tremblay,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve a variance to the 12 month notification requirement in the Admissions Policy to allow for timely implementation of the program following external approval.

The Motion was CARRIED.

And,

There was unanimous consent to Short-cycle the Motion to approve the Admissions and Language Competency Committee recommendations as presented.

MOVED by R. DeVilla; SECONDED by C. Tremblay,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the recommendations presented by the Admissions and Language Competency Committee.

The Motion was CARRIED.

5. NEW BUSINESS

5.1 Music Program Revision: Diploma in Performing Arts

Joy Ollen was invited to speak to this item.

Joy advised that they are seeking approval of this adjustment as soon as possible so that students choosing courses for next semester would be aware of the number of credits required.

Discussion ensued as to the need for the request to be short-cycled and brought in immediately rather than making the change at the beginning of an intake cycle. Joy noted that many students feel the load is heavy enough with just the music courses, and to know that they don't need to take as many electives could be very liberating. Many students simply don't bother with the electives and transfer out before gaining the credential. With the new requirements, the department feels students can better plan their semesters.

There was NOT unanimous consent to Short-cycle the Motion to approve the proposed revisions.

MOVED by R. Wylie; SECONDED by G. Tennant,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the request to Short-cycle the proposed revisions.

The Motion was CARRIED by a majority vote.

And,

MOVED by C. Carlson; SECONDED by R. deVilla,

BE IT AND IT WAS RESLOVED:

THAT Education Council approve the proposed revision to the Diploma in Performing Arts.

The Motion was CARRIED by a two thirds vote.

5.2 Academic Calendar 2012/2013

The Chair advised that Council also provides advice on the Academic Calendar.

ACTION: Please refer this item to your constituency groups for information and feedback.

5.3 Request for Leave of Absence

The Chair explained that Student Representative Jerin Mece had unexpectedly gotten into a course at UBC; based on his practicum schedule he feels he will be able to attend EdCo meetings from December forward. The Chair noted that often all 4 student seats are not filled, and that LOAs have been granted in the past for faculty members having temporary scheduling conflicts. She referred to the bylaw as quoted in the memo.

There being no further discussion,

MOVED by R. Wylie; SECONDED by C. Carlson,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the Request for Leave of Absence as presented.

The Motion was CARRIED.

6. REPORTS

6.1 Report from the Chair

The Chair noted that the September Report to the Board is attached.

a) September 2011 Report to the Board

6.2 Report from the President

Kathy Denton, VP Academic, reported that the President had a mishap on the weekend resulting in a broken leg. He is currently resting at home and will return to the college as soon as he is able.

6.3 Report from the Board Representative

There was no report.

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 Educational Excellence Committee

There was no report.

6.7 Report from the Standing Committee on Admissions and Language Competency Standards

There was no report.

6.8 Report from the Standing Committee on Educational Policies

Ted James advised that the Policy Committee had reviewed the Academic Integrity Policy proposal brought forward by Academic Affairs Committee (a subcommittee of VPAC).

The Policy committee felt that the proposal as presented would be too onerous on the institution to support the committee structure being introduced, and worked on streamlining it. Ted reported that the representatives from Academic Affairs responded favourably to the amendments, and the revisions have been forwarded to that committee for review.

Ted also noted that the Student Appeals policy is currently being reviewed. The committee is asking for feedback from constituents on how they feel the appeals policy is working or not working.

ACTION: Please refer the Student Appeals Policy item to your constituency groups for information and direct any feedback to Jo-Anne Bilquist, Education Council secretary, by November 30, 2011.

7. OTHER BUSINESS

There was no other business.

8. NEXT MEETING

November 21, 2011 at 4:15pm in the Boardroom (4920), New Westminster Campus

9. ADJOURNMENT

MOVED by C. Tremblay; SECONDED by M. Kolar that the meeting be adjourned.

The meeting adjourned at 6:10pm.

Chair

Secretary