



**MINUTES OF A MEETING OF EDUCATION COUNCIL
HELD MONDAY, SEPTEMBER 21, 2015 AT 9:00AM
BOARDROOM - NEW WESTMINSTER CAMPUS**

1. ROLL CALL:

Members Present:

Sheilagh Badanic
Thor Borgford (for President)
Manuela Costantino
Joan Crisp (for Anna Helewka)
Mary Hodder
John Fleming
Todd Harper (Vice Chair)
Olga Kalachinskaya
Weissy Lee
Rod Midgley
Jasmine Nicholfigueiredo (Chair)
Monique Paulino (Ex-Officio)
Catherine Sales
Jeff Schutts
Jenny Shin
Meg Stainsby (for VPA)
Brent Stant
George Stroppa
Ruab Waraich
Andria Wrench

Anne Gapper (Recorder)

Regrets:

Kathy Denton
Kate Grey

Guests:

Bill Archibald
Tara Chang
Brenna Clarke Gray
Rosilyn Coulson
Meaghan Dougherty
Tracey Ho
Elizabeth McCausland
Kevin Richter

2. APPROVAL OF THE AGENDA

The Chair advised members of the following side table items:

- Item 4.6 Email from the International Education Committee
- Item 6.1 Chairs report to the College Board for June, 2015.

The Chair added Item 4.11 Education Affiliations and removed Item 4.8 Program Revision: HOSP ACCESS – Transfer Credits.

A faculty member requested the addition of an item to the agenda. The request was denied as the item was not related to Education Council business.

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

3. APPROVAL OF MINUTES

There were minor grammatical and typographical errors corrected in the June 15, 2015. The minutes were approved as amended.

4. BUSINESS ARISING FROM THE MINUTES

4.1 Ratification of 2015- 2016 Education Council Chair and Vice-Chair Elections

Council Secretary A. Gapper directed members to the minutes of the May 11, 2015 Education Council Elections.

The Secretary noted that Jasmine Nicholsfigueiredo had been elected by acclamation. Following three further calls for additional nominations, and hearing none, the Secretary declared Jasmine Nicholsfigueiredo elected by acclamation to the position of Chair for the 2015 – 2016 term.

The Secretary noted that Todd Harper had been elected as Vice-Chair by acclamation. Again, hearing no further nominations following three calls, Todd Harper was elected by acclamation to the position of Vice-Chair for the 2015 – 2016 term.

4.2 Ratification of 2015- 2016 Education Council Meeting Schedule

Council Secretary A. Gapper reminded members about the 2015 – 2016 Education Council Meeting Schedule which had been previously circulated.

There being no further discussion,

MOVED by Jeff Schutts; SECONDED by Ruab Waraich that Education Council ratify the 2015-2016 Education Council Meeting Schedule.

The Motion was CARRIED.

4.3 2016 – 2017 Education Dates and Deadlines

M. Hodder was invited to speak to this item. M. Stainsby indicated that SMT had instructed that semesters should be 13 ½ weeks long. Semesters in the document range from 12 ½ to 14 weeks.

Of particular note is that there is only one clear day between the end of the Winter 2017 semester and the beginning of the Summer 2017 semester. It was pointed out that this is really hard on the students. It was suggested to shift the start of Summer 2017 semester from May 1 to May 8, 2017 to allow more time between the end of exams and the start of semester. M. Hodder agreed to investigate when other institutions were starting their Summer semesters.

In the Fall 2016 schedule, there is a gap of one day between the date identified as the last day to change from credit to audit and the last day to add/drop a course. The Audit Policy states that these dates should be the same.

It was also pointed out that the refund date for Fall 2016 falls on labour day.

4.4 Curriculum Items

a) Curriculum Committee Recommendations

Curriculum Committee Chair Todd Harper introduced Elizabeth McCausland, Chair of the English Department, who explained that with the withdrawal of Accuplacer, there will now be no pre-requisite for all first year English courses, in other words they will be in alignment with general College admission requirements. The exception will be students entering from ELLA or ENGU who will still be required to complete a 0400 level course. These changes cannot be entered into Curriculum Navigator until a decision is made regarding proposed changes to College-entry language proficiency requirements. It is hoped that this will be by the Winter semester although it may not be possible until Summer 2016.

ACTION: Please refer the memo from English to your constituency groups.

There being no further discussion,

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

MOVED by Shelagh Badanic; SECONDED by Brent Stant, THAT Education Council approve the revisions to all First-year English course pre-requisites and the curriculum guidelines for CFCS 2410 and DACS 3430, and approve the withdrawal requests for CCSD 2430, CCSD 4415, CCSD 4471, CCSD 4473, CCSD 4475, CCSD 4569, CFCS 1101.

The Motion was CARRIED.

4.5 Policy Item

(a) Grading Systems Policy

M. Stainsby was invited to speak to this item. She explained that the change is related to the creation of the Academic Integrity Policy, created in April, which introduce an FD grade to be in effect as of the Summer 2015 semester. In order to make sure the two policies are synchronized, it is proposed to include the FD grade in the Grading Systems Policy grid under 'Other Grades Used'. It was agreed that this should indicate 0.00 rather than Not Calculated as appeared in the document submitted.

There was unanimous consent to Short-cycle the proposed Motion with an amendment changing Not Calculated to 0.00 on the grid.

MOVED by John Fleming; SECONDED by Andria Wrench, THAT Education Council approve the revision to the grading systems policy as amended.

The Motion was CARRIED.

4.6 International Education Committee Recommendation – International Affiliation with Yu Da University, Taiwan

There being no further discussion,

MOVED by George Stroppa; SECONDED by Rod Midgley, THAT Education Council approve the notice of intent for Douglas College to form an educational affiliation with YU DA University.

The Motion was CARRIED.

4.7 Program Revision: Future Professional Pilots Associate of Arts Degree

The Chair welcomed B. Clarke Gray to speak to this item. B. Clarke Gray confirmed that anyone can apply to Professional Flight Centre and that an associate of arts degree is not necessary but is preferable, she will amend the descriptive paragraph to ensure clarity in this area.

There being no further discussion,

MOVED by Jeff Schutts; SECONDED by Rod Midgley, THAT Education Council approve the program revisions to the Future Professional Pilots Associate of Arts Degree

The Motion was CARRIED.

4.8 Program Revision: HOSP Access – Transfer Credits

This item was removed from the agenda.

4.9 Program Proposal: Development of Specializations in Economics

The Chair welcomed K. Richter to speak to this item

There being no further discussion,

MOVED by Brent Stant; SECONDED by Ruab Waraich, THAT Education Council approve the following new designations:

- 1) Specialization in Policy Analysis and Management,**
- 2) Specialization in Global Banking and International Trade, and**
- 3) Specialization in Theory and Quantitative Methods.**

The Motion was CARRIED.

4.10 Concept Paper and Program Proposal: Specialization in Business and Specialization in Commerce and Business Administration

The Chair welcomed R. Coulson and B. Archibald to speak to this item. R. Coulson confirmed that she would be consulting with the Psychology Department to include a PSYC course in the grid. She also agreed to clarify in the document that in order to substitute any other courses, students will need to seek advice from faculty as to what would be permissible.

There being no further discussion,

MOVED by George Stroppa; SECONDED by Todd Harper, THAT Education Council approve the following new designations

- 1) Specialization in Business**
- 2) Specialization in Commerce and Business Administration**

The Motion was CARRIED.

4.11 Educational Affiliations: Notice of Intent

(a) Shanghai University of Political Science and Law (SHUPL)

This item was referred to constituency groups at the June 15, 2015 meeting, however the International Education Committee did discuss it at their meeting and recommended supporting the affiliation.

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

MOVED by Jeff Schutts; SECONDED by Rod Midgley, THAT Education Council approve the notice of intent for Douglas College to form a memorandum of understanding (MOU) with Shanghai University of Political Science and Law.

The Motion was CARRIED.

5. NEW BUSINESS

5.1 Program Revision: Youth Justice Diploma Program

The Chair welcomed Tara Chang and Meaghen Dougherty to speak to this item. Tara explained that the proposed changes consist of moving courses within the program and were being made in response to student concerns.

There being no further discussion,

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

MOVED by George Stroppa; SECONDED by Catherine Sales, THAT Education Council approve the revisions to the Youth Justice Diploma Program.

The Motion was CARRIED.

5.2 Draft Budget Guidelines

Thor Borgford explained that the College seeks Education Council's feedback on the draft budget guidelines. The budget will be presented to the College Board in March 2016.

ACTION: Please refer this to your constituency groups for feedback at the October 19, 2015 meeting.

6. REPORTS

6.1 Report from the Chair

The June report to the College Board was entered as a side table item.

6.2 Report from the President

No report.

6.3 Report from the Vice President, Academic & Provost

No report.

6.4 Report from the Board Representative

No report.

6.5 Report from the Secretary

No report.

6.6 Report from the Curriculum Committee

The next deadline for curriculum guidelines to be submitted to the committee is October 7 at 9.00 am. Please remind your FECs of this date.

6.7 Report from the Educational Excellence Committee

No report.

6.8 Report from the Committee on Admissions & Language Competency Standards

No report.

6.9 Report from the Committee on Educational Policies

No report.

6.10 Report from the Committee on International Education

No report.

7. OTHER BUSINESS

There was no other business.

8. NEXT MEETING

Monday, October 19, 2015 at 9:00am in Boardroom (4920), New Westminster Campus.

9. ADJOURNMENT

MOVED by Brent Stant; SECONDED by Todd Harper, that the meeting be adjourned.

The meeting adjourned at approximately 10.40 am

Chair

Secretary