



**MINUTES OF MEETING OF EDUCATION COUNCIL
HELD MONDAY, NOVEMBER 15, 2021 AT 9:00 AM
VIRTUAL MEETING VIA ZOOM**

Members Present:	Regrets:
Bartel Sawatzky, Melissa	N/A
Borgford, Thor	
Bowbrick, Graeme (Chair)	
Cavanagh, Bette (Recorder)	
Cragg, Carys	Guests:
Dench, Sarah	Chiong, Stephen*
Denton, Kathy (<i>Ex-officio</i>)	Majdanac, Allan
Dobre, Alexandra	Wakeling, Jennifer
Domasign, Danna	Westerman, Marni
Fraser, Morna	
Gronsdahl, Karla	
Hall, Nathan	
Kaur, Arveen (<i>Ex-officio</i>)	Observers:
Kinsley, John	N/A
Mennill, Sally (Vice Chair)	
Millis, Len	
Ng, Rella (<i>Ex-officio</i>)	
Nguyen, Regina	
Ramkumar, Amrita	
Rana, Ruhina	
Rodriguez, Miguel	
Schechter, Sam	
Sullivan, Tyler	
Williams, Justin	

**Denotes Late Arrival*

1. TRADITIONAL TERRITORIAL ACKNOWLEDGEMENT

The Chair acknowledged that the campuses of Douglas College are located on the traditional and unceded territories of the QayQayt First Nation and the Kwikwetlem First Nation, as well as other Coast Salish Peoples.

2. ROLL CALL

All guests were welcomed to the meeting. G. Bowbrick reminded everyone of the meeting protocols. Danna Domasig introduced herself as the newly acclaimed student representative.

3. AGENDA

The Chair confirmed that Council members had reviewed the agenda as distributed on November 5, 2021.

4. APPROVAL OF THE MINUTES

4.1 There was a minor correction to the Minutes of October 18, 2021.

5. NEW BUSINESS (Notice of Motion) Items for Council Approval

5.1 No items.

6. NEW BUSINESS (Notice of Motion) – Items for Council Advice to the Board

6.1 Program Revision: Associate of Arts Future Teachers

M. Westerman spoke to the item.

In 2019 this program was changed from a closed enrolment program with priority registration to an open enrolment program with regular registration. The switch to an open enrolment program makes the additional admissions requirements superfluous. These changes will align with the general Associate of Arts admission requirements.

The initiator thanked J. Kinsley and the Future Students' Office for their collaboration and assistance with this program change.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December 20, 2021 meeting.

6.2 Program Revision: Diploma in Engineering and Fabrication Technologies

A. Majdanac spoke to the item.

The proposed changes will align with the General College admission requirement and the minimum pre-requisite for the course requirements. This is to ensure the program is accessible to students and to differentiate from the Certificate in Engineering Foundations, as the Diploma program is a slower pace option with a more reasonable workload.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December 20, 2021 meeting.

6.3 Program Revision: Certificate in Engineering Foundations

A. Majdanac spoke to the item.

The proposed revisions to the Certificate will align the program with the BC-wide common first-year engineering curriculum. This includes increasing the number of courses from ten (10) to twelve (12) courses, and the addition of a new Chemistry for Engineering course.

Discussion ensued regarding student success in the program and the importance of advising students of the workload involved in the university transfer pathway. A. Majdanac acknowledged the different university transfer pathways and reassured Council that he actively advises all incoming students to the program about their options and the associated workloads.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December 20, 2021 meeting.

6.4 Program Revision: Certificate in Communications

S. Schechter spoke to the item.

The proposed revisions reflect course name changes and the addition of two new second-year courses.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December 20, 2021 meeting.

6.5 Program Revision: Post Baccalaureate Diploma Computer and Information Systems

S. Chiong spoke to the item.

The proposed revisions add new required courses and additional CSIS electives to choose from. L. Millis pointed out that there were incorrect course names listed in the Curriculum Guideline, noting that the Curriculum Committee is presenting the changes at this meeting. He confirmed he will email the Programs Committee with the corrections needed.

N. Hall will provide S. Chiong with the meeting details for participation in the November 19, 2021 Programs Committee meeting.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December 20, 2021 meeting.

7. FINAL DECISION (Motion to Approve) – Items for Council Approval

7.1 Curriculum Items

a) Curriculum Committee Recommendations

L. Millis spoke to the Curriculum Committee's submission and review of 34 curriculum guidelines, 32 were approved: 6 new and 26 revised curriculum guidelines. A bundle of 34 ELLA curriculum guidelines were withdrawn because they are no longer taught (or never were taught).

There being no further discussion,

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

MOVED by S. Mennill; SECONDED by M. Rodriguez, THAT Education Council approve the submitted new guidelines for: CSIS 3200; VTEC 2112, 2311, 2312, 2313, 2315; the revised guidelines for CFCS 1110, 2333, 2432; CYCC 1150, 1220, 1250, 2360; ACCT 1110, 1210, 1235, 3310, 4510, 4750; CSIS 3155, 3290, 3375, 4280; HIST 1140, 2245; MATU 0210; SPSC 1195, 2275, 3399; VTEC 2304, 2307, 2309; the withdrawn guidelines for ELLA, a bundle of 34.

The Motion was CARRIED.

8. DECISION (Motion to Approve) Items for Council Advice to the Board

8.1 Program Withdrawal: Diploma in Science

L. Millis spoke to the item.

In answer to a question regarding advertising of the program, L. Millis responded that it is no longer advertised because the program has fallen into disuse. This is the formal withdrawal of the program.

There being no further discussion,

MOVED by C. Cragg; SECONDED by A. Ramkumar, THAT Education Council approve the program closure and credential withdrawal, Diploma in Science, effective immediately.

The Motion was CARRIED.

8.1.1 Recommendation to the College Board to Withdraw the Credential Diploma in Science (Motion to Short-cycle; Motion to Approve) (G. Bowbrick)

The Chair spoke to the item.

There was unanimous consent to Short-cycle the Motion.

MOVED by T. Sullivan; SECONDED by C. Cragg, THAT Education Council recommends that the College Board withdraw the credential, Diploma in Science, effective immediately.

The Motion was CARRIED.

8.2 Program Proposal: Veterinary Technology Anesthesia Refresher Continuing Education Certificate (Motion to Approve) (J. Wakeling)

J. Wakeling spoke to the item.

There being no further discussion,

MOVED by C. Cragg; SECONDED by A. Dobre, THAT Education Council approve the program proposal Veterinary Technology Anesthesia Refresher Continuing Education Certificate.

The Motion was CARRIED.

8.2.1 Recommendation to the College Board to Establish the Credential Veterinary Technology Anesthesia Refresher Continuing Education Certificate (Motion to Short-cycle; Motion to Approve) (G. Bowbrick)

The Chair spoke to the item.

There was unanimous consent to Short-cycle the Motion.

MOVED by J. Kinsley; SECONDED by M. Bartel Sawatsky, THAT Education Council recommends that the College Board establish the credential, Veterinary Technology Anesthesia Refresher Continuing Education Certificate.

The Motion was CARRIED.

8.3 Program Proposal: Veterinary Technology Anesthesia Advanced Techniques Continuing Education Certificate (Motion to Approve) (J. Wakeling)

J. Wakeling spoke to the item.

There being no further discussion,

MOVED by J. Kinsley; SECONDED by C. Cragg, THAT Education Council approve the program proposal Veterinary Technology Anesthesia Advanced Techniques Continuing Education Certificate.

The Motion was CARRIED.

8.3.1 Recommendation to the College Board to Establish the Credential Veterinary Technology Anesthesia Advanced Techniques Continuing Education Certificate (Motion to Short-cycle; Motion to Approve) (G. Bowbrick)

The Chair spoke to the item.

There was unanimous consent to Short-cycle the Motion.

MOVED by N. Hall; SECONDED by S. Mennill, THAT Education Council recommends that the College Board establish the credential, Veterinary Technology Anesthesia Advanced Techniques Continuing Education Certificate.

The Motion was CARRIED.

9. INFORMATION ITEMS

9.1 Educational Excellence Committee Election of Chair (G. Bowbrick)

The Chair advised that Justin Williams will be the Chair of the Educational Excellence Committee.

The Chair thanked all those who have taken on the role of committee chair and advised that all of our committees are up and running.

10. REPORTS

10.1 Report from the Chair

No report.

10.2 Report from the President

K. Denton advised that the College held its first indoor, face-to-face event last month to recognize faculty, staff and administrators who retired during the 2020/21 academic year. It was lovely celebration and those in attendance were happy to reconnect with their colleagues.

K. Denton reported that the Winter 2022 Graduation Ceremonies will be held in-person (the number of ceremonies is currently being determined). These graduation ceremonies will be non-essential events and will require attendees to provide their vaccine passports as people enter to ensure a safe in-person event.

10.3 Report from the Vice President, Academic & Provost

No report.



10.4 Report from the Board Liaison

No report.

A. Kaur commented that a number of students have been inquiring about online course offerings for the Winter 2022 semester. The Chair recommended that students should consult with the Department Chairs of the various departments to inquire about online course offerings.

10.5 Report from the Secretary

No report.

11. NEXT MEETING

Monday, December 20, 2021 at 9:00 a.m. Via Zoom.

12. ADJOURNMENT

The meeting adjourned at approximately 9:41 a.m.

Discussion ensued regarding the timelines for submitting agenda items to the Programs Committee. It was noted that the Programs Committee has committed to do their part to keep programs from being delayed and is working with the Education Council timelines during the transition to the new program and course approval timelines.

Chair

Secretary