DOUGLASCOLLEGE

**MINUTES OF MEETING OF EDUCATION COUNCIL**
**HELD MONDAY, FEBRUARY 13, 2023**
**9:00 A.M. – 11:00 A.M. – VIA ZOOM**

| **Members Present:** | **Regrets:** |
|---|---|
| Borgford, Thor | Kinsley, John |
| Bowbrick, Graeme (Chair) | |
| Cavanagh, Bette (Recorder) | |
| Cawley, Pam | **Guests:** |
| Cragg, Carys | Bains, Aman |
| Cove, Bailey *(Ex-officio)* | Fairbairn, Hazel |
| Dench, Sarah | Freeman, Lora |
| Denton, Kathy *(Ex-officio)* | Tannock, Michelle |
| Ferenc, Ava | Westerman, Marni |
| Hall, Nathan | Zhao, Jennifer |
| Keighron, David | |
| Lennox, Caedyn (for John Kinsley) | **Observers: N/A** |
| Lupton, Rowan | Anderson, Lisa |
| Mennill, Sally (Vice Chair) | Carter, Kelli |
| Millis, Len | Desmarais, Adrian |
| Rana, Ruhina | Hagemoen, Kirsten |
| Reimer, Don *(Ex-officio)* | Horsely, Emma |
| Schechter, Sam | MacFayden, Sara |
| Squair, Nancy | Mykle-Hotzon, Barbara |
| Thompson, Rachael | Pranzl, Kristen |
| Wagner, Luna | Rafiei, Mohammad |
| Williams, Justin | |

## 1. TRADITIONAL TERRITORIAL ACKNOWLEDGEMENT

The Chair acknowledged that the campuses of Douglas College are located on the unceded traditional and ancestral lands of the Coast Salish Peoples, including the territories of the ḵwikwəƛəm (Kwikwetlem), xʷməθkʷəy̓əm (Musqueam), and qiqéyt (Qayqayt) First Nations.

## 2. ROLL CALL

J. Kinsley sent regrets to the meeting.

## 3. AGENDA

The Chair confirmed that Council members had reviewed the agenda as distributed on February 3, 2023.

## 4. APPROVAL OF THE MINUTES

**4.1** The Minutes of January 23, 2023 were approved.

## 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: Public Accounting (Concentration)

A. Bains spoke to the item.

The program revision supports work in all areas of public accounting, i.e. taxation, fraud, audit. Prior to the revision the focus of the concentration was audit.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the March 20, 2023 meeting.

### 6.2 Program Revision: Post-Degree Diploma in Professional Communication

S. Schechter spoke to the item.

The proposed revisions update the names of courses, reduces the number of required cohort-specific courses from three to two and adds the newly created course CMNS 3502: Social Media & Reputation Management to the list of acceptable electives.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the March 20, 2023 meeting.

### 6.3 Program Revision: Music Technology Diploma

H. Fairbairn spoke to the item.

The proposed revision removes the course MARK 1120 (Introductory Marketing) and replaces it with a university transferable course, CMNS 1111 (Workplace Communications for Selected Programs). CMNS 1111 will help to prepare music technology graduates who are pursuing a higher credential.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the March 20, 2023 meeting.

**6.4 Program Revision: Data Analytics in Accounting (Concentration)**

A. Bains spoke to the item.

The revisions streamline the relevant electives and will enable students to secure a seat in a relevant Computing Studies & Information Systems (CSIS) course.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the March 20, 2023 meeting.

**6.5 Budget Newsletter 2023/24**

The Chair referred to the 2024/24 Budget Newsletter. There was feedback submitted from one constituency group, however, it was clarified by the Director of the area in advance of the meeting that the budget item had been approved. It was noted that not all items are listed in the Budget Newsletter. No additional feedback was received.

**ACTION:** The Chair will summarize the feedback and forward this advice to the Senior Management Team (SMT) and the College Board.

**6.6 Sign Language Interpreting Program**

T. Borgford spoke to the item.

In accordance with Education Council's mandate to formulate advice to the College Board; the Vice President, Academic and Provost seeks Education Council's advice on the educational merits of the proposal to transfer the curriculum and operations of the Diploma in Sign Language Interpretation Program (DPSLI), currently offered in the Faculty of Applied Community Studies (FACS), to Vancouver Community College (VCC). The transfer of the program would include a recommendation to the Douglas College Board to withdraw the DPSLI credential.

T. Borgford provided the rationale regarding the program's suspension of intake for F2023 and the continued struggle with declining enrolments. He spoke about other barriers students have experienced with the way the Diploma is currently structured and is hopeful that VCC could better harmonize the program.

It was noted that VCC is onside with the concept of this transfer and has agreed in principle, to accept a first-year intake into the program for F2023, assuming the program transfer can be completed before Fall registration deadlines. To put these two programs together will benefit students, graduates and the Deaf community.

In answer to a question about whether this would impact the American Sign Language courses housed in Modern Languages, T. Borgford confirmed that those courses will continue to be offered in the Faculty of Language, Literature and Performing Arts.

**ACTION:** Please refer this item to your constituency groups for consideration of approval at the March 20, 2023 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 13 curriculum guidelines, 13 were approved: 12 revised curriculum guidelines and 1 new curriculum guideline.

Clarification was sought on one of the revised course guidelines noting a change in contact hours. It was confirmed that the contact hours were revised to remove the lab component but that the change reflects 4 hours of lecture.

The President made a general point that historically, and after a very comprehensive process that produced the current timetabling matrix, 3 credit courses may be offered in a 2 x 2 or a 1 x 3 block format. She reminded everyone that the 2 x 2 format provides additional support for students, which was highly valued by the College community when the matrix review was conducted. Both options are expected to be available to provide flexibility in scheduling courses.

There being no further discussion,

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

**MOVED by D. Keighron, SECONDED by C. Cragg, THAT Education Council approve the submitted revised guidelines for ACCT** 4890; **CSIS** 4270; **ECON** 1101**; POLI** 1101**, POLI** 1103, **POLI** 2200, **POLI** 2201, **POLI** 2209; **PSYC** 3333, **PSYC** 4370**, PSYC** 4371; **MUSC** 2271 and **new guideline**: **SOCI** 2298.

**The Motion was CARRIED.**

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

### 8.1 Program Revision: Associate of Arts – Environmental Studies

M. Westerman spoke to the item. No comments or questions arose.

There being no further discussion,

**MOVED by S. Mennill; SECONDED by N. Hall, THAT Education Council approve the Program Revision: Associate of Arts – Environmental Studies effective January 2024.**

**The Motion was CARRIED.**

**8.2 Program Revision: Diploma in Early Childhood Education**

M. Tannock spoke to the item. No comments or questions arose.

There being no further discussion,

**MOVED by R. Rana; SECONDED by C. Cragg, THAT Education Council approve the Program Revision: Diploma in Early Childhood Education effective January 2024.**

**The Motion was CARRIED.**

**8.3 Program Revision: Post-Degree Diploma in Business Law**

L. Freeman spoke to the item. No comments or questions arose.

There being no further discussion,

**MOVED by D. Keighron; SECONDED by S. Mennill, THAT Education Council approve the Program Revision: Post-Degree Diploma in Business Law effective January 2024.**

**The Motion was CARRIED.**

**8.4 Program Proposal: Real Estate Accounting (Concentration)**

A. Bains spoke to the item. No comments or questions arose.

There being no further discussion,

**MOVED by P. Cawley; SECONDED by R. Rana, THAT Education Council approve the Program Proposal: Real Estate Accounting (Concentration) effective January 2024.**

**The Motion was CARRIED.**

**8.5 Educational Affiliations: University of Bordeaux (France)**

J. Zhao spoke to the item. No comments or questions arose.

There being no further discussion,

**MOVED by S. Mennill SECONDED by D. Keighron, THAT Education Council approve the Educational Affiliation: University of Bordeaux (France).**

**The Motion was CARRIED.**

## 9. INFORMATION ITEMS

### 9.1 Programs Committee

The Chair referred to the January 2023 report in the agenda package. No questions or comments arose.

### 9.2 Admissions Advisory Committee

The Chair referred to the December 2022 and January 2023 report in the agenda package. No questions or comments arose.

## 10. REPORTS

### 10.1 Report from the Chair

No report.

### 10.2 Report from the President

The President expressed appreciation to those who attended the budget forums and provided feedback. She noted that there are many ways that the feedback is received.

In addition to the College's Reading Break next week, the College will be hosting nine graduation ceremonies. The President advised that Enrolment Services is still seeking volunteers to make the process run smoothly and encouraged those who are available to please volunteer.

### 10.3 Report from the Vice President, Academic & Provost

No report.

### 10.4 Report from the Board Liaison

B. Cove provided a brief update on College Board activities.

### 10.5 Report from the Secretary

No report.

## 11. NEXT MEETING

Monday, March 20, 2023 at 9:00 a.m. Via Zoom

## 12. ADJOURNMENT

The meeting adjourned at approximately 9:50a.m.

_____ _____

**Chair** **Secretary**