



MINUTES OF MEETING OF EDUCATION COUNCIL
HELD MONDAY, APRIL 17, 2023
9:00 A.M. – 11:00 A.M. – VIA ZOOM

Members Present:	Regrets:
Bowbrick, Graeme (Chair)	Borgford, Thor
Cavanagh, Bette (Recorder)	Cove, Bailey
Cawley, Pam	Ferenc, Ava
Cragg, Carys	Kinsley, John
Dench, Sarah	Lupton, Rowan
Denton, Kathy (<i>Ex-officio</i>)	
Domasig, Danna	Guests:
Hall, Nathan	Chapell, Brian
Keighron, David	Smith, Teryl
Lennox, Caedyn	Wong, Richard
Mennill, Sally (Vice Chair)	
Millis, Len	
Rana, Ruhina	Observers:
Schechter, Sam	Horsley, Emma
Shouhdy, Dina (for John Kinsley)	
Squair, Nancy	
Thompson, Rachael	
Wagner, Luna	
Williams, Justin	
Younan, Bacel (<i>Ex-officio</i>)	

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 q̓íćəy̓ (Katzie), qʷa:n̓l̓ə́n̓ (Kwantlen), kʷikʷə́łəm (Kwkwetlem), xʷməθkʷəy̓əm (Musqueam), and qiqéyt (Qayqayt) First Nations.

2. ROLL CALL

T. Borgford, B. Cove, A. Ferenc, J. Kinsley and R. Lupton sent regrets to the meeting.

The Chair welcomed Bacel Younan, Registrar, to Education Council.

3. AGENDA

The Chair confirmed that Council members had reviewed the agenda as distributed on April 7, 2023.

4. APPROVAL OF THE MINUTES

4.1 The Minutes of March 20, 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: Post-Baccalaureate Diploma in Advanced Human Resource Management

N. Hall spoke to the item.

In accordance with the Credentials Awarded Policy the standard language has been corrected to reflect “Courses used towards a previously received credential can be used to meet program requirements. However, additional courses **may** need to be taken to replace these credits.”

There being no further discussion,

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

MOVED by S. Mennill, SECONDED by L. Millis, THAT Education Council approve the Program Revision: Post-Baccalaureate Diploma in Advanced Human Resource Management effective May 2023.

6.2 Program Revision: Post-Baccalaureate Diploma in International Supply Chain Management

N. Hall spoke to the item.

In accordance with the Credentials Awarded Policy the standard language has been corrected to reflect “Courses used towards a previously received credential can be

used to meet program requirements. However, additional courses **may** need to be taken to replace these credits.”

There being no further discussion,

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

MOVED by N. Hall, SECONDED by S. Mennill, THAT Education Council approve the Program Revision: Post-Baccalaureate Diploma in International Supply Chain Management effective May 2023.

6.3 Program Revision: Post-Baccalaureate Diploma in Advanced Supply Chain Management

N. Hall spoke to the item.

In accordance with the Credentials Awarded Policy the standard language has been corrected to reflect “Courses used towards a previously received credential can be used to meet program requirements. However, additional courses **may** need to be taken to replace these credits.”

There being no further discussion,

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

MOVED by S. Mennill, SECONDED by D. Keighron, THAT Education Council approve the Program Revision: Post-Baccalaureate Diploma in Advanced Supply Chain Management effective May 2023.

6.4 Program Withdrawal: Certificate in Fabrication Technologies

B. Chapell spoke to the item.

This Certificate was introduced a few years ago but has not attracted any student registrations. B. Chapell noted that there are no workload or staffing implications affected by the withdrawal.

ACTION: Please refer this item to your constituency groups for consideration of approval at the May 15, 2023 meeting.

6.5 Academic Dates 2023-2024 (Revised) and 2024-2025 (New) (Notice of Motion) (B. Younan/T. Smith)

B. Younan spoke to the recommended amendments to the 2023-2024 Academic Dates. The revised dates now reflect the last day to drop a course and the correct dates for Summer 2024 Registration.



B. Younan asked that Council members review and provide feedback on the proposed 2024-2025 Academic Dates.

ACTION: Please refer this item to your constituency groups for consideration of approval at the May 15, 2023 meeting. Please provide your feedback directly to Bacel Younan, Registrar.

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 9 curriculum guidelines, 9 were approved: 7 revised curriculum guidelines, 1 new curriculum guideline and 1 withdrawal.

There being no further discussion,

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

MOVED by D. Keighron, SECONDED by S. Mennill, THAT Education Council approve the submitted revised guidelines for THRT 3505, THRT 3710, THRT 4701, THRT 4702; YJWD 1240; YJWD 2240; SPSC 1192; new guideline: MODL 1105 and withdrawal of guideline: YJWD 1200.

The Motion was CARRIED.

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

8.1 Program Proposal: Certificate in Applied Accounting

R. Wong spoke to the item. No comments or questions arose.

There being no further discussion,

MOVED by R. Rana; SECONDED by D. Keighron, THAT Education Council approve the Program Proposal: Certificate in Applied Accounting effective January 2024.

The Motion was CARRIED.

8.1.1 Recommendation to the College Board to establish the credential Certificate in Applied Accounting effective January 2024.

The Chair spoke to the item.

There being no further discussion,

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: Certificate in Applied Accounting effective January 2024.

The Motion was **CARRIED**.

9. INFORMATION ITEMS

9.1 Programs Committee

The Chair referred to the March and April 2023 reports in the agenda package. No questions or comments arose.

9.2 Admissions Advisory Committee

The Chair referred to the April 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 advised that the 2023-2024 budget was approved by the College Board at the last meeting. The materials are now posted on the Finance page of DC Connect.

The President made note of the many events happening at the College during the day and in the evenings. As examples, she spoke about the Envision Financial Student Showcase event, a program that has been running for many years which has been very successful for students, the Royals Athletic Banquet celebrating our athletes and coaches, and the upcoming Student Leadership Awards, a wonderful event that recognizes student leaders, faculty and staff for their contributions to student engagement.

10.3 Report from the Vice President, Academic & Provost

No report.

A Council Member inquired about the result of the Board's decision regarding the Diploma in Sign Language Interpretation Program. The President responded that the College Board approved that the program credential be withdrawn and transferred to Vancouver Community College. She confirmed that with this decision made there are



a number of steps that will take time to implement. Broader information will be provided in the future.

The Chair confirmed that the feedback received at Education Council was expressed in writing to the College Board.

10.4 Board Liaison

No report.

10.5 Report from the Secretary

B. Cavanagh advised that the Election for Chair and Vice Chair will be administered electronically. An email with instructions will be circulated to voting members along with a template created for the nominator and the candidate to complete.

11. NEXT MEETING

Monday, May 15, 2023 at 9:00 a.m. Via Zoom

12. ADJOURNMENT

The meeting adjourned at approximately 9:17 a.m.

Chair

Secretary