

**MINUTES OF MEETING OF EDUCATION COUNCIL
HELD MONDAY, JUNE 19, 2023
9:00 A.M. – 11:00 A.M. – VIA ZOOM**

Members Present:	Regrets:	
Borgford, Thor (for Kathy Denton)	Cragg, Carys	
Bowbrick, Graeme (Chair)	Denton, Kathy	
Cavanagh, Bette (Recorder)	Kinsley, John	
Cawley, Pam	Squair, Nancy	
Chapell, Brian (for Thor Borgford)	Wagner, Luna	
Curiel, Cathy (for Carys Cragg)	Williams, Justin	
Dench, Sarah	Younan, Bacel	
Domasig, Danna		
Ferenc, Ava		
Hall, Nathan	Guests:	Observers:
Keighron, David	Fairbairn, Hazel	Horsley, Emma
Lennox, Caedyn	Gretchev, Andrea	Rajendran, Srinithin
Mennill, Sally	Kirkpatrick, Edith	Valdés, Josefa
Millis, Len	Lewis, Julia	
Rana, Ruhina	Oesterle, Susan	
Reimer, Don (for B. Younan, <i>Ex Officio</i>)	Polushin, Sandra	
Shouhdy, Dina (for John Kinsley)	Tetarenko, Pam	
Thompson, Rachael	Westerman, Marni	

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 ḡíćáḡ (Katzie), qʷa:ḡʷəḡ (Kwantlen), kʷikʷəḡəm (Kwkwetlem), xʷməθkʷəḡəm (Musqueam), and qiqéyt (Qayqayt) First Nations.

2. ROLL CALL

C. Cragg, K. Denton, J. Kinsley, N. Squair, L. Wagner, J. Williams and B. Younan sent regrets to the meeting.

3. AGENDA

The Chair confirmed that Council members had reviewed the agenda as distributed on June 9, 2023.



4. APPROVAL OF THE MINUTES

4.1 The Minutes of May 15, 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: Bachelor of Physical Education and Coaching

S. Oesterle spoke to the item.

This revision requests the removal of the “Active Fitness Theory Certificate” from the list of non-academic graduation requirements. It is no longer relevant to the career pathways of many of our graduates, it is cost-prohibitive for some students, and is difficult to administer.

Additional changes noted were recommended by the Programs Committee which include formatting edits for better readability and alignment with other program guidelines at the College.

ACTION: Please refer this item to your constituency groups for consideration of approval at the September 18, 2023 meeting.

6.2 Department Name Change: Health Care Support Work

E. Kirkpatrick spoke to the item.

Following the removal of the Health Care Support Work Certificate program a department name change is requested to further reduce likelihood of confusion between the former program and the department offering the Health Care Assisting and Community Mental Health Work certificate programs.

A request for changes to the course subject code (HCSW) will be submitted at the same time as curriculum updates. The likely timeline for implementation of curriculum revision and course subject code updates is September 2024.

The proposed new department name is Mental Health and Personal Support Work (MHPS).

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 Department Name (MHPS) from Health Care Support Work to *Mental Health and Personal Support Work*.

The Motion was CARRIED.

6.3 Program Revision: Bachelor of Science in Nursing

A. Gretchev spoke to the item.

The revision adds the statement to the curriculum guideline that the BSN elective is to be completed during the BSN program.

ACTION: Please refer this item to your constituency groups for consideration of approval at the September 18, 2023 meeting.

6.4 Program Proposal: Disability Studies (Concentration)

S. Polushin spoke to the item.

The Department of Disability and Community Studies proposes a new concentration in Disability Studies.

ACTION: Please refer this item to your constituency groups for consideration of approval at the September 18, 2023 meeting.

6.5 Program Name Change and Program Revision: Essential Skills Practitioner Continuing Education Certificate

P. Tetarenko spoke to the item.

The Skills for Success Practitioner CE Certificate Program, (formerly the Essential Skills Practitioner Training program or ESPT) provides training for people working in the fields of education, career development, employment counseling, workplace training and human resources. Participants will develop the competencies, knowledge, skills and attitudes necessary to understand the skills needed in Canada's rapidly evolving labour market and to assess and enhance workers/learners Skills for Success.

Providing the rationale for short-cycling, P. Tetarenko explained that a timely launch will maintain the integrity of the program. Additionally, the offer of updated training in September 2023 provides an opportunity to draw on new students and increase FTE in the program.

There being no further discussion,



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

MOVED by P. Cawley, **SECONDED** by D. Keighron, **THAT** Education Council approve the Program Name Change and Program Revision: Skills for Success Practitioner effective September 2023.

The Motion was CARRIED.

6.5.1 Recommendation to the College Board to Establish the Credential Skills for Success Practitioner 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 S. Mennill; **SECONDED** by R. Rana, **THAT** Education Council recommends that the College Board establish the credential, Skills for Success Practitioner Continuing Education Certificate.

The Motion was CARRIED.

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 16 revised curriculum guidelines, 16 were approved.

The Curriculum Committee also reviewed and approved 11 non-credit Continuing Education courses associated with the Skills for Success Practitioner CE Certificate program.

T. Borgford commented that we recognize the issues with Continuing Education curriculum guidelines not being party to Curriculum Navigator (CN). A meeting is planned this week to discuss ways we can integrate them into CN.

There being no further discussion,

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

MOVED by N. Hall; **SECONDED** by A. Ferenc, **THAT** Education Council approve the submitted revised guidelines for CFCS 1110, CFCS 2432; CYCC 1150, CYCC 1220, CYCC 1250, CYCC 2360; ACCT 3008, BUSN 3600, BUSN 3620; PHIL 4706; CMNS 1220,

CMNS 1221, CMNS 2200, CMNS 2223 and the following **non-credit Continuing Education guidelines: ESKL 1000, ESKL 1001, ESKL 1100, ESKL 1104, ESKL 1200, ESKL 1201, ESKL 1300, ESKL 1301, ESKL 2300, ESKL 2301, ESKL 2400.**

The Motion was **CARRIED**.

7.2 **Admissions Items**

a) **Amendment to Douglas College English Language Proficiency Requirement for Students with Degrees**

The amendment recommends changing the English language Proficiency Requirement from Undergraduate degree (Bachelor) from an English-speaking post-secondary institution to “Undergraduate Bachelor degree (or higher-level credential) from an English-speaking post-secondary institution”

There being no further discussion,

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

MOVED by D. Keighron; SECONDED by S. Dench, THAT Education Council approve the Amendment to the Douglas College English Language Proficiency Requirements for Students with Degrees.

7.2.1 **Recommendation to the College Board to Approve the Proposed Amendment to the English Language Proficiency Requirement for Students with Degrees**

The Chair spoke to the item.

There was unanimous consent to Short-cycle the Motion.

MOVED by S. Schechter; SECONDED by N. Hall, THAT Education Council recommends that the College Board approve the proposed amendment to the English Language Proficiency Requirement to reflect “Undergraduate Bachelor degree (or higher-level credential) from an English speaking post-secondary institution”.

The Motion was **CARRIED**.

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

8.1 **Program Revision: Certificate in Disability and Applied Behaviour Analysis**

S. Polushin spoke to the item. No comments or questions arose.

There being no further discussion,

MOVED by S. Schechter, SECONDED by D. Keighron, THAT Education Council approve the Program Revision: Certificate in Disability and Applied Behaviour Analysis effective September 2024.

The Motion was CARRIED.

8.1.1 Recommendation to the College Board to Withdraw the Credential Advanced Certificate in Disability and Applied Behaviour Analysis and Establish the Certificate in Disability and Applied Behaviour Analysis

The Chair spoke to the item.

There was unanimous consent to Short-cycle the Motion.

MOVED by S. Schechter; SECONDED by S. Mennill, THAT Education Council recommends that the College Board withdraw the credential Advanced Certificate in Disability and Applied Behaviour Analysis and Establish the Certificate in Disability and Applied Behaviour Analysis effective September 2024.

The Motion was CARRIED.

8.2 Program Revision Certificate in Behaviour Intervention

S. Polushin spoke to the item. No comments or questions arose.

There being no further discussion,

MOVED by D. Keighron, SECONDED by P. Cawley, THAT Education Council approve the Program Revision: Certificate in Behaviour Intervention effective September 2024.

The Motion was CARRIED.

8.3 Program Withdrawal: Diploma in Classroom and Community Support, Behaviour Intervention Specialization

S. Polushin spoke to the item. No comments or questions arose.

There being no further discussion,

MOVED by S. Mennill, SECONDED by R. Rana, THAT Education Council approve the Program Withdrawal Diploma in Classroom and Community Support, Behaviour Intervention Specialization effective immediately.

8.3.1 Recommendation to the College Board to Withdraw the Credential Diploma in Classroom and Community Support, Behaviour Intervention Specialization

The Chair spoke to the item.

There was unanimous consent to Short-cycle the Motion.

MOVED by N. Hall; SECONDED by A. Ferenc, THAT Education Council recommends that the College Board withdraw the credential Diploma in Classroom and Community Support, Behaviour Intervention Specialization.

The Motion was **CARRIED**.

8.4 Program Revision: Associate of Arts Asian Studies

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

There being no further discussion,

MOVED by P. Cawley, SECONDED by A. Ferenc, THAT Education Council approve the Program Revision: Associate of Arts Asian Studies effective September 2024.

The Motion was **CARRIED**.

8.5 Full Program Proposal: Advanced Certificate in Applied Audio

H. Fairbairn spoke to the item. No comments or questions arose.

There being no further discussion,

MOVED by S. Schechter, SECONDED by D. Keighron, THAT Education Council approve the Full Program Proposal Advanced Certificate in Applied Audio effective May 2024.

The Motion was **CARRIED**.

8.5.1 Recommendation to the College Board to establish the Credential Advanced Certificate in Applied Audio

The Chair spoke to the item.

There was unanimous consent to Short-cycle the Motion.

MOVED by S. Mennill; SECONDED by N. Hall, THAT Education Council recommends that the College Board establish the credential Advanced Certificate in Applied Audio effective May 2024.

The Motion was **CARRIED**.

9. INFORMATION ITEMS

9.1 Programs Committee

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

9.2 2023-2024 Education Council Meeting Schedule

The Chair referenced the updated 2022-2023 meeting schedule. No issues were raised.

9.3 Education Council Committee Annual Reports

The Chair referenced the annual reports included in the agenda package. No questions or comments arose.

10. REPORTS

10.1 Report from the Chair

Noting that June is our last meeting of the year, G. Bowbrick also commented that it was his last meeting as Chair. He welcomed both Sally Mennill as incoming Chair and Nathan Hall as Vice Chair. He thanked everyone for their contributions and commitment to Education Council and recognized the enormous amount of work done by the Committees and Committee Chairs. He commented that the design of the new Bylaws implemented in 2021, which ensures that the preliminary work is reviewed by a Committee prior to submission to Education Council, has helped to pave the way for more efficient meetings.

10.2 Report from the President

T. Borgford spoke on behalf of the President.

T. Borgford extended his thanks to the outgoing members for their work on Education Council and welcomed the incoming members. He commended G. Bowbrick for his valuable contributions as Chair and for running smooth, respectful and efficient meetings.

T. Borgford commented on the fantastic graduation ceremonies last week. He thanked everyone who participated or volunteered for the ceremonies and was appreciative of the impressive turn out of faculty members showing support for their students.

10.3 Report from the Vice President, Academic & Provost

See item 10.2.



10.4 Board Liaison

B. Cove advised that the Board will be meeting later this week. She noted her appreciation to everyone on Education Council for their diligence and commitment to students.

10.5 Report from the Secretary

The Secretary advised that the 2023-2024 meeting schedule will be posted online. Calendar meeting invitations will be circulated in the coming days.

11. NEXT MEETING

Monday, September 18, 2023 at 9:00 a.m. (In Person)

12. ADJOURNMENT

The meeting adjourned at approximately 9:41 am

Chair

Secretary