



The Chair introduced Jo-Anne Bilquist as the incoming Secretary to Education Council who will commence her new position April 6<sup>th</sup>, 2010.

The Chair thanked outgoing Secretary, Brenda Pickard, for her years of service to Council and the College. She wished Brenda well in her future endeavors.

## **2. APPROVAL OF THE AGENDA**

The Chair asked members to remove item 4.3 as there is no report for this month. She also asked members to remove item 5.3.

The Chair asked members to approve a fluid Agenda, Council agreed and the Agenda was approved as revised.

## **3. APPROVAL OF THE JANUARY 18, 2010 MINUTES**

confusion as to whether this is a Program requirement or a Faculty-wide requirement as most if also advised to cross out the following statement under the second bullet of item 5.1 as ~~will be scheduled in~~ in the course ~~and if this~~ to reduce any confusion.

The Minutes were approved as revised.

## **4. BUSINESS ARISING FROM THE MINUTES**

### **4.1 Policy Items**

#### **4.1a) *Credentials Awarded at Douglas College* Policy**

The Chair referred to the documentation in the package and advised members the Policy sub-committee has presented its recommendations as

Academic Committee (VPAC) and the Office of the Registrar.

The proposed revisions include:

Revised definition of *Post Degree Diploma* and renamed as *Post Baccalaureate Diploma*.

New language in the definition of Bachelors Degree to identify primary and secondary areas of focus (e.g. major, minor and specialization).

New section called *Multiple Credentials* to clarify how these can be earned.

Revised language under *Graduation Eligibility* to reflect multiple credentials.

Members were advised that in some department areas a request for variance would have to be made each time a credential is to be awarded in the Commerce and Business Department for example.

A concern was expressed that current majors in the Bachelor of Business Administration do not meet the suggested definition of a major, and that the Faculty would have to apply for a variance every time the degree was revised. The Chair advised that in approving the degree as it stands, and any revisions, Council would be granting a variance.

The Chair advised members she had spoken with Susan Meshwork who advised

4.1 c)

Revision of the *Evaluation Policy* International Field Schools  
The Policy Sub-committee recommends the Motion to be short-cycled for approval so that students can be advised of the policy when they register.

**There was unanimous consent to Short-cycle the Motion to approve the amendment to the Class Attendance and Participation section of the *Evaluation Policy*.**

**MOVED by T. James; SECONDED by B. Hardy,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve the revision to the *Evaluation Policy* to include specific language regarding Field Schools.**

**The Motion was CARRIED.**

*Evaluation Policy* Final Examinations in Credit Courses  
It was suggested \_\_\_\_\_ in  
\_\_\_\_\_ in  
\_\_\_\_\_ or read: No written assessment or test, or  
combination thereof, valued at greater than 10% may be assigned/given  
within 14 calendar days **prior to** the last day of classes for the course (or  
prorated period for courses shorter or longer than a regular semester

**ACTION** Please refer this item to your constituencies for feedback/advice at the April 19<sup>th</sup> meeting.

4.1 d) T. James advised that the following policies are scheduled for the regular review cycle: *Program Advisory Committees*; and, *Withdrawals, Course and Status Changes Policy*.

He noted the current policies can be viewed on the Education Policy webpage.

T. James advised members the Policy Sub-committee is inviting those within the college community to review these policies and submit any observations or suggestions for amendments so these can be reviewed by the Committee.

**ACTION** Please refer this item to your constituencies for feedback/ advice. Please forward all comments and feedback directly to Jo-Anne Bilquist (Brenda \_\_\_\_\_<sup>th</sup>, 2010.

4.2 Curriculum Committee Recommendations

The Chair advised members that, since item 5.3 is off the March Agenda, all curriculum guidelines for the BBA in Applied Marketing Management will not be dealt with at this meeting. She noted the addendum to the package (available at the side table) asks to include a late submission for Short-cycling.

**There was unanimous consent to Short-cycle the Motion to approve the submitted Curriculum Committee recommendations including the addendum, and the removal of BBA in Applied Marketing Management curriculum guidelines.**

The following points were referenced:

The President acknowledged the repeated requests for additional training within the departments of Geography and Stagecraft.

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Budget document

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(\$150,000)

It was advised there currently is adequate security on campus during weekend hours. It was noted however an increase of \$10,000 will help with the growing demand for weekend events.

Concerns were raised regarding the possible loss of a part time receptionist position in the Learning Centre now that it will be moved to the Learning Resources area of the College. The President advised members that SMT is committed to maintaining current levels of tutoring services.

The President advised members that a portion of the 85 new instructional sections will be offered as One Time Only (OTO)

**There was unanimous consent to Short-cycle the Motion to approve the revision to the Admissions and Language Competency Committee**

6.7 Report from the Educational Excellence Committee  
There was no report.

6.8 Report from the Standing Committee on Educational Policies  
Ted James advised members there is a need for additional membership.

6.9 Report from the Academic Signature Committee  
There was no report.

**7. OTHER BUSINESS For information and circulation**

There was no other business

**8. NEXT MEETING**

**April 19th, 2010 4:15 6:15 p.m. in the Boardroom New Westminster Campus**

**9. ADJOURMENT**

Moved by K. Denton; Seconded by K. Yoshitomi, the meeting adjourned at 5:30 p.m.

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**Chair**

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**Secretary**