

**MINUTES OF A MEETING OF EDUCATION COUNCIL
Held Monday, May 16th, 2005 at 2:15 p.m.
New Westminster Campus, Boardroom**

1. ROLL CALL

Members Present:

Karen Barrington-Foote
Marilyn Brulhart
Irene Byrne (Vice-Chair)
Cathy Campbell
Doreen Coulson
Doreen Jewelling
Suzanne Gadareh
Doreen Jic
Doreen Meshwork (Chair)
Doreen Pickard (Secretary)
Doreen Rodwell
Doreen Spencer
Doreen Taylor
Doreen Wong
Doreen Witter

Absent:

Joel Koette
Khai Rosli

Guests:

Janet Allwork
Pat Brown
Sam Cheng
Dave Dalcanale (for D. Christie)
Sarah Dench (SFU)
Julian Gardner
Gerry Gramozis (for A. Patko)
Elizabeth Helps
Les Marshall
Elizabeth McCausland
Colleen Murphy
Kevin Richter
Susan Rhodes (SFU)
Brenda Walton (for T. Angus)
David West
Lori Woods

Guests:

T. Angus (Non-Voting)
Doreen Christie
Doreen James
Doreen Kitching
Doreen Lindsay
Doreen Neufeld
Doreen Patko

APPROVAL OF THE AGENDA

The Chair advised members that Sarah Dench's presentation would be moved to the beginning of the meeting. She asked members to approve a fluid Agenda to accommodate the other guests. The Agenda was approved as revised.

3. APPROVAL OF THE MINUTES OF THE APRIL 18TH, 2005 MEETING

Secretary advised members that Colleen Murphy is still the Secretary of the Satir Institute; however, she will be stepping down from that role at the end of June. The Minutes were approved as revised.

4. BUSINESS ARISING FROM THE MINUTES

4.1 College Program and Course Signature

THAT Education Council approve the *Program Approval Policy for New and Revised Non-Degree Credit Programs*.

The Motion was CARRIED.

The President thanked Susan Meshwork for her diligent work on these policies. She also commended all of those who were involved in the development of the two policies.

- 4.3 Commerce and Business Administration (UT) Program Revision: The Chair reminded members that this item is before Council for approval. She then introduced Kevin Richter to speak to any questions.

MOVED by R. Coulson; SECONDED by A. Jajic,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the revision to the Commerce and Business Administration (UT) Program.

The Motion was CARRIED.

- 4.4 Affiliation Agreement between Douglas College and Satir Institute of the Pacific: There being no feedback:

MOVED by J. Spencer; SECONDED by P. Tong,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the affiliation agreement between Douglas College and the Satir Institute of the Pacific.

The Motion was CARRIED.

- 4.5 Affiliation Agreement with the University of London (UK): Members were

THAT Education Council approve the continued dialogue with the University of London to establish and affiliation agreement.

The Motion was CARRIED.

- 4.6 Proposed Changes to Cisy Certificate Program: There being no feedback:

Moved by A. Jajic; SECONDED by H. Taylor,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the changes to the Cisy Certificate program.

The Motion was CARRIED.

- 4.7 Applied Degree Standards Committee: There was no report.

- 4.8 Admission and Language Competency Committee: After a brief discussion:

There was unanimous consent to short-cycle the Admissions and Language Competency Committee recommendations.

MOVED by R. Coulson; SECONDED by M. Brulhart,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the revision to: 1) the Cisy Certificate and Diploma Programs; 2) revision to the CMPT 1101 and Cisy 1165 courses; and, 3) revision to the SPSC 1151 course.

The Motion was CARRIED.

- 4.9 Curriculum Committee Recommendations: C. Campbell referred to the memo in the package and the supplementary memo available at the side table. He noted that all steps in the development and approval of new courses, as well as in the deletion of or major revisions to existing courses have been followed.

There was unanimous consent to short-cycle the Curriculum Committee recommendations.

MOVED by C. Campbell; SECONDED by P. Tong,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted curriculum guidelines for CCSD 2100; ECED 2483; Cisy 1165; OADM 1432; OADM 1433; OADM 1435; BOCE 0110; BOCE 0111; BOCE 0120; BOCE 0121; CSCT 0110; CSCT 0120; CSCT 0130; CSCT 0140; CSCT 0100; CMPT 1110; MATH 1105; SPSC 1164; SPSC 1315; SPSC 2231; SPSC 2275; CYCC 3520; CYCC 3621;

and,

THAT Education Council approve the withdrawal of HMK 100; HMK 180; HMK 200; HMK 280; HMK 300; HMK 380; HMK 400; HMK 480; HMK 500 and, HMK 580.

The Motions were CARRIED.

5. NEW BUSINESS

- 5.1 Presentation: SFU's Breadth, Writing and Quantitative (BWQ) Requirements: The Chair introduced Sarah Dench, Director of University Curriculum at Simon Fraser University (SFU) to present SFU's new degree requirements for students entering Fall 2006.

A copy of the presentation and contact information may be obtained from the Secretary at 604-527-5520 or pickardb@douglas.bc.ca.

- 5.2 Career Builder Plus Program - Program Proposal: The Chair advised members that The Training Group (formerly C2000) has been running continuing education courses for many years. She noted The Training Group (TTG) would like to offer Citation and Certificate level credentials and is asking Education Council to consider approving their curriculum and programs for the first time. She asked members to refer to the memo in their packages for the rationale. The Chair introduced Julian Gardner to speak to the Career Builder Plus Program proposal.

Julian advised members that the current program model was introduced in October, 2004. He noted that the Career Builder Plus is an evolution of Career Planning services which have been offered by TTG in Maple Ridge for several years. Julian noted that the Career Builder Plus provides unemployed and underemployed participants with a realistic career plan and portfolio to facilitate their transition to the labour market. The new program has been designed to meet the needs of participants, emerging trends, and to provide a program which has maximum flexibility to meet a variety of participant needs with a modular

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the affiliation agreement and continued discussions between Douglas College and the Yunnan Institute of North America.

The Motion was CARRIED.

6. REPORTS

6.1 Report from the Chair

The Chair advised members that she was re-elected as Chair and Anna Jajic was elected Vice Chair for the 2005/2006 term.

6.2 Report from the President

The President reported that the Board approved the 2005/2006 budget at its' last meeting.

6.3 Report from the Board Representative

There was no report

6.4 Report from the Secretary

There was no report.

6.5 Report from the Research Ethics Board

There was no report.

6.6 Report from the Standing Committee on Educational Policies

There was no report.

6.7 Report from the Standing Committee on Admissions and Language Competency Standards

There was no report.

6.8 Report from the Educational Excellence Committee

K. Barrington-Foote reported that the Committee had received 12 nomination forms and will meet May 24th.

6.9 Report from the Curriculum Committee

C. Campbell reminded members to speak with Faculty members in their areas to advise them that a large number of curriculum guidelines are being returned because of missing signatures etc.

- 6.10 Report from the Education Technology Forum
There was no report.
7. NEW BUSINESS - For information and circulation
- 7.1 Concept Paper: Collaborative Delivery of the Bachelor of Community Rehabilitation (Child, Family and Community Studies)
 - 7.2 Timetable (matrix) Review
 - 7.3 Memorandum Of Understanding Between Shanghai Institute of Foreign Trade and Sauder School of Business University of British Columbia and Douglas College
 - 7.4 Letter to J. Lindsay from MAVED regarding the Therapeutic Recreation and Recreation Health Promotion Degree
 - 7.5 Letter from Skip Triplett to Philip Steenkamp regarding Secondary School Transition in the Fraser Region of Southwestern BC
 - 7.6 BCCAT: Historical BC University Admission Targets and Cut-Off Points for New Students to Arts and Science
8. ADJOURNMENT: Moved by K. Barrington-Foote, Seconded by P. Tong, the meeting adjourned at 3:45 p.m.

_____ Chair _____ Secretary