

**DOUGLAS COLLEGE
MINUTES OF A MEETING OF EDUCATION COUNCIL
HELD ON MONDAY, APRIL 17, 2000 AT 4:15 P.M. IN THE BOARD ROOM
NEW WESTMINSTER CAMPUS**

1. ROLL CALL

Members Present:

Barbara Allen (Vice Chair)
Janet Allwork (Chair)
Trish Angus (Non-Voting)
Ray Chapman
Martha Entin (for Michael Blefare)

Regrets:

Michael Blefare
Terry Farrell
Christian Guillou
Edward Inoue

- 4.1 Educational Excellence Committee Terms of Reference: The Chair reminded members that at the November meeting, Council approved the Committee's criteria for the awards of excellence. She added that the Terms of Reference are now before Council as a Notice of Motion.

Fran Johnson highlighted some of the revisions to the Terms of Reference. She explained that the Committee has been in the process of reviewing and revising its roles and responsibilities with respect to the awards process.

Discussion ensued as to the awards process and specifically to the appropriateness of publicising a complete list of those who had been nominated for awards. Fran noted that only the names of those nominated who met the criteria would be forwarded to Council, with one award recipient specified in each category and all other nominees listed alphabetically. It was the Committee's intention that the full list of names - award recipient and nominees - be publicised in order to highlight their achievement. Council members were invited to solicit feedback from their constituents as to whether the full list or just the award recipients should be honoured.

It was clarified that recommendations for successful awards winners will be carefully examined by the Committee and forwarded to Council at its September meeting for ratification. It was noted that since the Committee will have already ranked the nominations, Council's role, unless specific concerns are raised, will be to accept the Committee's recommendations rather than redo its work. The Chair added that if all agreed, Council should be able to short-cycle the approval of the Committee's recommendations in September.

A suggestion was made to broaden the Committee's membership when appropriate to accommodate person(s) from the nominee's constituency for consultation. Fran indicated that under "Awards Process" (point ten), the Terms of Reference allow the Committee an opportunity to "consult with selected members of the appropriate constituency regarding the quality of the application vis-a-vis the criteria". It was agreed that this statement should also be included in the "Membership" section.

Education Council was asked to contemplate the possibility of subsequent awards including an additional consideration - tuition waivers or PD funds, for example. It was agreed to postpone consideration of this issue until this year's awards process was complete.

ACTION Please take the draft Terms of Reference and questions raised about the awards process back to your constituents for feedback before the next

meeting.

4.2 Policy Revision - Withdrawals, Course and Status Changes:

MOVED by R. Chapman, SECONDED by K. Longmuir,

BE IT AND IT WAS RESOLVED:

THAT Education Council adopt the Withdrawals policy as amended with Procedure 1c changed to read “students may withdraw from individual courses, or withdraw completely from the College, until the end of the ninth week of classes” effective September 2001.

The Motion was CARRIED.

- 4.4 Learner Support and Success: There was general consensus that the needs of learners were well capsulized in the document. There were, however, some areas of concern.

D. McDonald noted that Continuing Education (CE) students do not receive the level of support credit students do and asked that this issue be kept in mind.

J. Allwork reported that her FEC noted Item 1b, in the Recommendations as an opportunity to consider issues like language competency and how prepared the College is to fund support services like the Assessment Centre, the Learning Centre, student success initiatives etc. She also noted that high quality information technology and technical support, in-service training and re-training in Items 14a, b were considered crucial. The FEC members also felt items 11,12, and 13 were beyond the report's purview in their focus on fund-raising and for-profit initiatives. Also noted was the section on page 9 entitled "Adjusting Attitudes"; the statement that "calling them learners rather than students is a small change indicating a huge shift in focus" was not a shift LLPA FEC members appreciated.

S. Hochstein noted that the Library was strongly in favor of Item 5b but added that information literacy skills would also allow students to become critical information consumers not just using the new technology but also the old.

A copy of Julia Robinson's feedback regarding the Learning Centre was made available to Council members.

T. James apprised members that this is a system-wide document. He thanked members for their feedback and noted that this information would be forwarded to

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted curriculum guidelines for ANTH 240, MUSC 160, MUSC 260, COOP 099, COOP 100, COOP 200, COOP 300 and COOP 400.

The Motion was CARRIED.

- 4.6 Semester Length Review Task Force: D. Samuel reported that the Task Force tabulated the results of the questionnaire, and the majority of respondents preferred the status quo.

It was clarified that the status quo will no longer be an option as there are too many exams to schedule.

Council will receive a full report at its next meeting. In the absence of consensus within the College community, Council will then have to act.

ACTION The Chair asked members to ensure that their constituents realised that the status quo is not an option and to bring suggestions for next steps to the next meeting.

- 4.7 Task Group on Open Enrollment Admissions: A meeting is scheduled for Wednesday, April 19th at 2:00 p.m.
- 4.8 Education Council Climate Check: The Chair suggested that Council hold a planning session at 1:00 p.m. after the Values meeting and before the May Council meeting to solicit feedback about educational issues and initiatives Council should be addressing in the coming academic year. This is in response to discussions surrounding the Council communication loop and specifically the concern that communication beyond FECs and DEC's to faculty generally as well as to students, staff and administrators is not easy to achieve. It was suggested that the Chair send a GroupWise "ALL" message inviting the College community to attend this session.

5 NEW BUSINESS

- 5.1 Program Profile Planning 2001 - 2002: The President reported that the College has not received its budget from the Ministry as of yet. She did note though that the College is expecting to receive between 250 and 270 FTE's which would allow for the opening of a summer semester at David Lam next year.

The President noted that the Ministry has targeted FTE's to PNUR and GNUR. She explained further that the College has requested FTE's for ESL, high technology, UT Arts, adult education and ESL. She noted that the program profile will mirror in part this year's profile. She clarified that the Youth Justice Worker program, approved by Council this year, will definitely be part of the profile and added that any other Letters of Intent presented to Council and approved before June will be funding priorities.

The President advised members that more detailed information will come forward to May's meeting.

- 5.2 Language Competency: As outlined in his memo, D. Wilson asked for Council's support to commission an analysis to determine whether a correlation exists between language competency and subsequent performance in courses.

T. Angus advised members that her Office is capable of retrieving the information required. Bob Cowin will be asked to do an analysis of the data.

The ensuing discussion focused on our current language competency policy, the benefits of a college-wide standard and different assessment methods.

It was agreed that measures of competency should encompass reading, writing, listening and speaking as the policy dictates.

ACTION

The Chair asked members to undertake with their FECs/DECs and other constituent groups a formal process of discussion and analysis of the consequences of establishing a clear language competency standard in their areas so that when the numbers are in, Council will be in a position to discuss issues surrounding implementation of such a standard.

- 5.3 Joint Board/Education Council discussion follow-up - Advisory Role of Council to the Board: The Chair noted that at the joint Board/Council meeting, several areas of Council's advisory role to the Board were flagged in which policy is not well worked out.

Evaluation of Programs and Educational Services: The Chair stated that, although the College does have a Unit Review policy, it is an administrative policy and is out-of-date and in need of being repealed/replaced. She noted that Bob Cowin suggested pilot testing a new review model based on the Report of the Unit Review Task Force approved in principle by Council in October, 1999

resulting policy may need to be a joint policy since areas other than educational ones will be reviewed.

Terms for Affiliation with other post-secondary bodies: The Chair noted that at

she left the meeting, a resolution was passed saying that COEDCO supports the development of appropriate measures of the quality of education but recommends that they be developed by a collaborative process with gives voice to all stakeholders, that they capture the value added by the education process and that their use be governed by clearly articulated objectives. She noted that if this becomes a formal position statement, it may perhaps come before Council for ratification at an upcoming meeting.

Part II of the International Education Roundtable is scheduled for April 26th 4 - 6 p.m. in the Douglas Room. The Chair advised members that the International Education Advisory Committee will now have a standing report on the Agenda.

The Chair reported that the Revision of Values Steering Committee has met twice and has scheduled a workshop which everyone is encouraged to attend for the morning of May 15th. The purpose of this workshop will be to share ideas about what process can be developed to engage people throughout the College in thinking through what we value most for the education of our students. Lunch will be provided.

The Chair reminded members that the **May Council meeting will commence at 1:00 p.m. (for the planning session from 1:00 - 2:00 p.m.). The June Council meeting will begin at 2:00 p.m.**

The Chair noted that elections for Chair and Vice-Chair of Council for the 2000-2001 academic year will take place at the June meeting. Both she and Barbara Allen are willing to serve as Chair and Vice-Chair respectively for another term. Others might also wish to put their names forward at the June meeting.

ACTION

The Chair asked that item 7.1 - Student Awards Policy - be distributed to constituents and feedback directed to Mia Gordon.

6.2 Report from the President

7.3 BCCAT Principles and Guidelines for Transfer in B.C.