DOUGLAS COLLEGE
MINUTES OF A MEETING OF EDUCATION COUNCIL
HELD MONDAY, APRIL 14, 2003 AT 4:15 P.M. IN THE BOARD ROOM
NEW WESTMINSTER CAMPUS

1.   ROLL CALL

Members Present:	**Regrets:**
Hudson Andrews	Steve Gadsby
Trish Angus (Non-Voting)	Joel Koette
Marilyn Brulhart	Elsie Neufeld
Laura Byrne	Michael Ouellet
Colin Campbell	
Ray Chapman	
Ted James	**Guests:**
Ann Kitching (Ex-Officio)	Joyce Cameron (for E. Neufeld)
Jan Lindsay	Keith Ellis
Kim Longmuir	Allison Gill
Susan Meshwork (Vice Chair)	John McKendry
Arlene Patko	
Brenda Pickard (Secretary)	
Graham Rodwell	
Penny Swanson (Chair)	
Trevor Tombe	
Carey Vivian	
Wendy Wheeler	
Des Wilson	
Susan Witter (Ex-Officio)	

The Chair advised members that Staff elections to Council have concluded. She advised members that Arlene Patko has been re-elected. She added Diana Christie from the Registrar's Office will join Council. The Chair thanked Kim Longmuir for her hard work. The Chair added that the Administrators have also been appointed. Ted James and Graham Rodwell will remain with Council. John McKendry and the Dean-elect from Commerce and Business Administration will join Council. The Chair thanked Des Wilson and Jan Lindsay for their work and contribution to Council.

2.   APPROVAL OF THE AGENDA In order to accommodate a guest, the Chair asked to move item 4.4 to the top of the Agenda. The Agenda was approved as re-ordered.

3.   <u>APPROVAL OF THE MINUTES OF THE MARCH 17, 2003 MEETING</u>   The Minutes
        were approved as circulated.

- It was suggested that the Developmental Studies Faculty may wish to meet with the Registrar's Office.
- It was agreed to call the question and monitor the situation. If the policy needs to be revised it will come back to Council for further consideration.

feedback on Proposal 4.

- On behalf of the Faculty of Humanities and Social Sciences, C. Campbell expressed great concern regarding the pedagogical issues arising from the proposal. He added that the Task Force should have had more Faculty representation. He noted there was a limited perspective based on student success and that there is no mention of students taking responsibility for their own success.
- C. Campbell also noted a great concern regarding workload issues i.e., formalizing the Campus Pipeline software. He questioned how often instructors will have to update the data.
- C. Campbell noted a lack of detail regarding resource implications for training Faculty on Campus Pipeline.
- The Chair noted that workload issues are present in all of the proposals. She added that Council's responsibility is to focus on the educational implications. She noted the workload issues would be dealt with through SMT and the DCFA.
- Some members felt that raising the minimum GPA from 1.5 to 1.71 was too high. Others felt the number was reasonable.
- Members were supportive of the new Academic Alert category.
- There was a mixed response regarding an orientation for new students. Some felt it more important to broaden or expand the services the College currently has in place e.g., the Learning Centre.
- There was a great deal of support for expanding the resources of the Learning Centre.

MOVED by K. Longmuir, SECONDED by T. Tombe,

BE IT AND IT WAS RESOLVED:

THAT Education Council support in principle Proposal 4.

The Motion was <u>CARRIED</u>.

Two votes against (including C. Campbell) and one abstention.

The Chair asked for feedback on Proposal 5.

- T. James advised members that the Outcomes data (Cowin, 2002) shows that students feel they receive high quality instruction at Douglas College. He noted that the study also revealed a lack of student participation in College activities outside the classroom. For example 40% of students

admitted they never had checked out books from the Library; 48% had never made an appointment with an instructor during office hours; and, 52% had never discussed career/and or educational plans, interests, and ambitions with an instructor.

- A. Kitching expressed concern that students were not receiving a broader/ richer educational experience. She noted there are few extra curricular activities for students.
- It was suggested that services to enhance student success could be added to the curriculum guidelines. It was noted that many instructors are currently doing this.
- Members felt that tutor-led study groups and online tutoring were good ideas (alumni model).
- A suggestion for the first page on the Campus Pipeline web page was to highlight services available to students instead of focusing on administrative business.
- It was noted that skill development courses are in such high demand that students often cannot get into them until the final semester.
- Members agreed that there are several workload issues in this proposal.
- Concern was expressed as to possible funding cuts to the Learning Centre.
- It was noted that 10 - 20 percent of students ignore pedagogical advice from instructors. Instead, they adopt a "minimalist" strategy i.e., the least amount of effort for the best academic return.
- It was suggested that if students are able to download notes from Campus Pipeline it will decrease the incentive to attend classes.
- It was noted that if would be very difficult to change the timetable matrix to include a common activity time block during which students could attend extra-curricular activities. Also noted was that space is an issue.

MOVED by A. Patko, SECONDED by C. Vivian,

THAT Education Council support in principle Proposal 6.

The Motion was <u>CARRIED</u>.

4.4 <u>Education Technology Capital Requests</u>: M Brulhart advised members that the majority of the Capital Requests were approved. She noted that 1.150 million dollars came from the College, 30K came from gaming proceeds and 80K came from a one-time only transfer from the government. She noted the total budget was 1.260 million dollars with 1.162 million committed to the total of education technology requests. She added that approximately $100,000 was proposed to the Technology Planning Management Committee (TPMC) to use as a contingency fund for breakdowns.

M. Brulhart advised members that systems is currently working on updating all personal computers in order to have video streamline capability.

M. Brulhart advised members that video conferencing will continue. She added there will be one Polycam unit at each campus.

In response to a question, Keith Ellis advised members that all classrooms have nodes for internet access; however, not all connections are live. Keith will take this concern to Poitr Kisiel.

M. Brulhart advised members to submit any Capital requests, for next year, to their FEC/DEC by December 2003. She noted the requests would be granted not on seniority but on need.

4.5 <u>Policy revisions: Program Approval Process - New and Revised Credit Programs</u>: This item was deferred to the May meeting.

4.6 <u>Applied Degree Standards Committee</u>: H. Andrews distributed a draft document "Applied Degrees Guiding Principles and Characteristics".

H. Andrews encouraged all members to attend the College Forum on Applied Degrees - April 30th, 2003 in the Boardroom (NWC).

ACTION **Please take this to your constituency groups for feedback. Feedback should be forwarded to H. Andrews directly.**

4.7 <u>Student Success Task Force</u>

There was unanimous consent to short-cycle the Motion to approve the recommendations from the Admission and Language Competency Committee.

MOVED by D. Wilson, SECONDED by K. Longmuir,

BE IT AND IT WAS RESOLVED:

THAT Education Council approve: 1) the changes to the admission criteria for Sports Science and, 2) that BC Principles of Math 12 with a "B" or better will exempt applicants from the CISY Aptitude Test.

The Motion was <u>CARRIED</u>.

4.9   <u>Curriculum Committee Recommendations</u>: It was noted that OADM 252 and OADM 261 will not be withdrawn at this time.

There was unanimous consent to short-cycle the Motion to approve the submitted curriculum guidelines.

MOVED by H. Andrews, SECONDED by R. Chapman

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the submitted curriculum guidelines for OADM 103, 114, 151, 214, 227, 245, 303, 322, 325, 345, 218, 219, 238, 239, 256, 265, 326, 327, 328, 329, 426, 427, 428, 429, 338, 339, 356, 400, 401, 425, 203, 215, 216, 217, 237, 255, 308, 315, 317, 318, 337; CISY 230, 240, 250, 260, 420, 440, 450, 460, 650; ACCT 110, 210, 310, 320, 420, 350; HIST 204, 209, 210, 241, 250, 251, 261; THRT 110, 114, 121, 210, 221, 222, 130, 230, 330, 430; PRFU 100, 102, 201, 230, 310, 350, 370, 330, 340, 400, 450, 290, 470, 490; CMNS 125, 210, 215, 216; CFCS 121, 220, 221; ECED 183; PNUR 720, 730; BIOL 110; and GEOL 120 & 121.

The Motion was <u>CARRIED</u>.

5.   <u>NEW BUSINESS</u>

5.1   <u>Sport Science Diploma in Coaching - revisions</u>: There was no feedback.

<u>ACTION</u>   **Please take this to your constituency groups for feedback at the May meeting.**

5.2   Policy review: Accessibility to College Program, Courses and Services for Persons with Disabilities: Deferred.

ACTION   **Please take this to your constituency groups for feedback at the May meeting.**

5.3   Changes to the Admission policy: Deferred.

ACTION   **Please take this to your constituency groups for feedback at the May meeting.**

5.4   Policy review: Research Ethics Policy: Deferred.

ACTION   **Please take this to your constituency groups for feedback at the May meeting.**

5.5   SFU GPA for Associate Degree graduates from Douglas College: Deferred.

ACTION   **Please take this to your constituency groups for feedback at the May meeting.**

6.   REPORTS

6.1   Report from the Chair
There was no report.

6.2   Report from the President
The President advised members that the President's Report is out via GroupWise.

6.3   Report from the Board Representative
There was no report.

6.4   Report from the Secretary
The Secretary reminded members that the Annual Reports are due April 30th, 2003.

6.5   Report from the Standing Committee on Educational Policies
There was no report.

6.6   Report from the Standing Committee on Planning and Priorities
There was no report.

6.7   <u>Report from the Standing Committee on Admissions and Language Competency</u>
       <u>Standards</u>
       There was no report.