





The Motion was CARRIED.

- 5.2 Program Revision: Basic Office Skills Certificate  
C. Jamieson spoke to the item.

- 5.3.1 Program Name Change: Legal Administrative Assistant Certificate  
C. Jamieson spoke to the item.

MOVED by B. Parker; SECONDED by T. Smith, THAT Education Council approve the Program Name Change: Legal Administrative Assistant Certificate to Certificate in Legal Office Administration effective January 2020.

And,

There was unanimous consent to Short-cycle the Motion.

MOVED by M. Westerman; SECONDED by R. Newton, THAT Education Council recommend that the College Board approve the establishment of the new credential name Certificate in Legal Office Administration effective January 2020.

The Motion was CARRIED.

- 5.4 Program Revision: Medical Office Assistant Certificate  
C. Jamieson spoke to the item.

There being no further discussion,

MOVED by B. Parker; SECONDED by T. Smith, THAT Education Council approve the Program Revision: Medical Office Assistant Certificate.

The Motion was CARRIED.

- 5.4.1 Program Name Change: Medical Office Assistant Certificate  
C. Jamieson spoke to the item.

MOVED by M. Westerman; SECONDED by J. Nicholsfigueiredo, THAT Education Council approve the Program Name Change: Medical Office Assistant Certificate to Certificate in Medical Office Administration effective January 2020.

And,

There was unanimous consent to Short-cycle the Motion.

MOVED by M. Grice; SECONDED by R. Newton, THAT Education Council recommend that the College Board establish the new credential name Certificate in Medical Office Administration effective January 2020.

The Motion was CARRIED.

- 5.5 Program Revision: Computing Studies and Information Systems Diploma  
S. Li spoke to the item.

There being no further discussion,

MOVED by

MOVED by

Council members were excited about this new offering and provided their feedback for consideration and inclusion in the final proposal.

ACTION: Please refer this item to your constituency groups and direct all feedback to Mohammed Aboofazeli at [aboofazelim@douglascollege.ca](mailto:aboofazelim@douglascollege.ca).

6.2 Program Revision: Bachelor of Business Administration Management  
R. Newton spoke to the item.

The proposed revisions to the BBA in Management include the addition of new concentrations, an update to the Math admissions requirement. The revisions also include providing Electives; although OADM and HOSP courses are not University Transfer level courses, the revision will allow students in those diploma programs to ladder into the degree.

ACTION: Please refer this item to your constituency groups for consideration of approval at the May 13, 2019 meeting.

6.3 Program Proposal: Opticianry Management (Concentration)  
R. Newton spoke to the item.

This proposed Concentration would allow a pathway from industry for Opticians into the BBA in Management as well as a laddering opportunity from the Douglas Dispensing Opticianry Diploma. Much like the current Trades Management (Concentration) in the BBA Management program, it would recognize the prior training and work experience of licensed Opticians.

ACTION: Please refer this item to your constituency groups for consideration of approval at the May 13, 2019 meeting.

6.4 Program Proposal: Management in Aviation (Concentration)  
R. Newton to the item.

This proposed Concentration is tied to the industry credential and would allow a pathway for pilots into the BBA in Management. Much like the current Trades Management (Concentration) in the BBA Management program, it would recognize the prior training and work experience of the pilots.

ACTION: Please refer this item to your constituency groups for consideration of approval at the May 13, 2019 meeting.

6.5 Program Proposal: Business Technology Management (Concentration)  
R. Newton to the item.





7. STANDING COMMITTEE ITEMS

7.1 Curriculum Items

a) Curriculum Committee Recommendations

W. Lee spoke to the C



The next deadline for Agenda submissions for the May 13, 2019 meeting is Wednesday, May 1, 2019 at 3:00 p.m.

9.6 Report from the Curriculum Committee

The next deadline for curriculum guidelines to be submitted to the committee is Wednesday, May 1, 2019 at 9:00 a.m. Please remind your FECs of this date and time.

9.7 Report from the Educational Excellence Committee