

**DOUGLAS COLLEGE  
MINUTES OF A MEETING OF EDUCATION COUNCIL  
HELD MONDAY, JANUARY 19, 2004 AT 4:15 P.M. IN THE BOARD ROOM  
NEW WESTMINSTER CAMPUS**

1. ROLL CALL

**Members Present:**

Trish Angus (Non-Voting)

**Regrets:**

Diana Christie



being no additional feedback:

**MOVED** by L .Byrne, **SECONDED** by A. Patko,

BE IT AND IT WAS RESOLVED:

**THAT Education Council approve the Business Department begin the process of changing the electives in the Business Management Diploma Program, Business Administration Option, in each of Semester 3 and Semester 4 to read: one of BUSN 253/420/431, FINC 340, or any 300/400 level ACCT, BUSN, CISY, ECON, FINC or MARK course.**

The Motion was **CARRIED**.

- 4.5 Course Renumbering - Up-date: T. James reminded members that, now that the College is moving toward offering applied degrees, a new numbering system is required. He noted that VPAC has looked into the issue and established the

new numbers to courses then submit the template directly to the Registrar.  
**NOTE: all other revisions must be sent to the Curriculum Committee.**

There was considerable discussion concerning the appropriate designation of numbers to courses.

**MOVED by T. James; SECONDED by F. Johnson,**

BE IT AND IT WAS RESOLVED:

**THAT Education Council adopt the criteria to determine course numbering.**

**The Motion was CARRIED.**

**Two opposed**

**ACTION Please take this to your constituency groups for information.**

- 4.6 Applied Degree Standards Committee: Fran Johnson distributed the Committee's proposed Terms of Reference. She asked members for feedback.

There was some discussion regarding process, i.e., at what point in the development of an applied degree would the Committee be consulted?

J. McKendry noted that the set of standards should include ensuring appropriate financing for each proposal etc.

A. Kitching suggested the Letter of Intent should go through the Committee.

There was discussion regarding the mandate of the Committee and, if it should be a Standing Committee or an Ad Hoc Committee.

**ACTION Please take this to your constituency groups for feedback in February.**

- 4.7 Admission and Language Competency Committee Recommendations: There being no feedback:

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

**MOVED by K. Barrington-Foote; SECONDED by L. Byrnes,**

BE IT AND IT WAS RESOLVED:

**THAT Education Council approve 1) if an applicant for the CDA program uses EASL 375 as a substitution for the English 12 then the applicant must also demonstrate an equivalency to EASL 355 and EASL 345 with grades of Mastery, and raising the Biology requirement to Biology 12 with a grade of “C” and Standard First Aid and CPR Level C be added to the admission requirements; and 2) a change to the Sign Language Interpretation Program to exempt applicants from the American Sign Language Proficiency Interview if they are currently enrolled in the Vancouver Community College ASL and Deaf Studies program OR if they have graduated from that program within 12 months of application in INTR program.**

**The Motions were CARRIED.**

4.8 Curriculum Committee Recommendations: There were no recommendations.

C. Campbell asked for direction regarding the scheduling of the Committee’s meetings. He noted it has come to his attention that FEC’s/DEC’s may not have enough time to process curriculum guidelines in time to submit to the Curriculum Committee. He noted that this could be problematic as the Committee is required to meet the Secretary’s submission date schedule.

After some discussion, it was agreed that C. Campbell, S. Meshwork and B. Pickard meet to discuss the issue.

## 5. NEW BUSINESS

5.1 Memo from the Child and Youth Care Counsellor Program: The Chair introduced Ray Chapman and Gary Tennant to speak to this item.

In response to a question, Ray Chapman advised members that the revisions to the program are to 1) attempt to shorten the time period for Part Time program completion to three years; 2) make the CFCS 260 addictions course mandatory as part of the core curriculum; and 3) to make CFCS 210 Professional Community: Policies, Standards, Children and Families a 3 credit course (currently 1.5).

Ray advised members that it currently can take a student five years or more to complete the Part Time program. He noted that this time span seems daunting; however, students opted for the Part Time program as there was a two to three year wait for the Full Time program. He noted that currently there is no wait list



He added that the REB and SSAA may meet to begin establishing criteria for expedited reviews of proposals.

6.6 Report from the Standing Committee on Educational Policies

T. James advised members that the Committee is currently looking at the Credential's Policy. He noted the Committee is in the process of reviewing proposals for new credit and non credit programs. Ted noted the Committee will meet next week.

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 advised members that posters and nomination forms will be sent out to the College community within the next week. He noted nomination forms were also available on the web.

K. Barrington-Foote referred to the revised Terms of Reference in the package. He asked members to ratify the Terms of Reference.

**MOVED by K. Barrington-Foote; SECONDED by F. Johnson,**

BE IT AND IT WAS RESOLVED:

**THAT Education Council ratify the revised Terms of Reference for the Educational Excellence Committee.**

**The Motion was CARRIED.**

6.9 Report from the Curriculum Committee

There was no report.

6.10 Report from the Education Technology Forum

G. Rodwell advised members that he is only able to attend about half of the meetings. He asked for a volunteer to attend on Council's behalf.

**ACTION If members are interested in attending the Education Technology Forum, please contact Graham directly at local 5202.**

7. NEW BUSINESS - For Information and Circulation

7.1 Self Funded Activities Policy (For information only)

8. ADJOURNMENT Moved by H. Barnes, Seconded by K. Barrington-Foote, the meeting adjourned at 5:45 p.m.

\_\_\_\_\_ Chair \_\_\_\_\_ Secretary