

**DOUGLAS COLLEGE**

**MINUTES OF A MEETING OF EDUCATION COUNCIL**

**HELD ON MONDAY JUNE 15, 1998 AT 3:00 P.M. IN THE BOARD ROOM**

1. ROLL CALL

**Members Present:**

Barbara Allen

Trish Angus (Non-Voting)

Page 4, fifth paragraph: Re: DCSDF amend the date from May 29 to May 22. The Minutes of the May 19, 1998 meeting were approved as amended.

#### 4. BUSINESS ARISING FROM THE MINUTES

##### 4.1. Educational Excellence Committee

(i) Terms of Reference: Following a brief review of the Terms of Reference of the Educational Excellence Committee, Georgina Ferguson presented the following Notice of Motion:

THAT Education Council approve in principle the terms of reference for the Educational Excellence

McCallum clarified that entry to this specialized Program was open to high-school as well as degree-status students.

**MOVED** by Julie Roper, **SECONDED** by Christa Peters,

BE IT AND IT WAS RESOLVED:

**THAT Education Council approve in principle the Professional Communications Diploma Program as presented.**

The Motion was **CARRIED**.

#### 4.5. Education Technology Tactical Plan, 1998-2001 and 1998-99 Operating Capital

The Chair referred to her June 2, 1998 memorandum following a review of the

1998-99 Operating Capital plan. She stated that the proposals generally reflected the priorities established in the Education Technology Tactical Plan submitted to Council in April. The proposed 1998-99 Operating Capital expenditure plan was reviewed briefly. In response to a question, Al Atkinson clarified that a tender will be invited for up-grading the existing computers. Barbara Allen's memorandum dated June 15 outlining her views and observations on the Educational Technology Forum was distributed to Council.

**Members were requested to share the Capital Expenditure plan with their colleagues.**

#### 4.6. General Studies Diploma

At the request of the Chair, Sandra Hochstein, Chair of the Task Force on the General Studies Diploma referred to the proposal for a General Studies Diploma and presented the following 2 Notices of Motion as options and requested that Council vote in favour of one of the two motions in

· a maximum of **9** credits in student development courses, as listed in the Douglas College calendar under Educational Upgrading and College Preparatory courses.

Motion 2



the nomination. Barbara allowed her name to stand. Further nominations were invited from the floor. There being no further nominations, nominations for the Vice Chair were closed. An election was held and **Lawrence Becker was elected Vice Chair** by a majority of votes.

## 6. Report from the Chair

The Chair attended the joint **CoEdCo/AECBC meetings** in Cranbrook. Discussion focussed on Council/Board relations, appeals policies, by-laws revisions, interpretation of the legislation concerning Council's role relevant to non-credit programs, CE and contract services. The Chair will serve on a CoEdCo task force on credentials and hopes to present preliminary recommendations at the October CoEdCo meeting.

The Chair informed members that **Section 24 (2) of the Act has been amended** to read "has the power and duty to do the following" and not "one or more of the following" which apparently was a mistake introduced between the passing of Bill 22 and the subsequent amending of the College and Institute Act.

The Chair will circulate to Council (when ready) **survey results** on how well Councils are implementing their responsibilities under the legislation.

The Chair circulated a **meeting schedule for the academic year 1998-99** which was developed in consultation with the Chair of the Education Committee of the College Board in an effort to reduce the length of time in the approval process for programs and credentials and curricular changes. Included with this schedule are deadlines **for submission** of items to Council throughout the academic year.

As Council was requested to make decisions on the College's educational policies currently being revised by Janet Allwork, the Chair suggested that an **extraordinary meeting of Council be held some time in October or November to deal specifically with policy recommendations.**

The Chair circulated a "flyer" of a **workshop to be held at SFU Harbour Centre** on September 25, 1998 complementing the June Colloquium held at Douglas College. She thought the session would be enlightening and **asked members to let her know if they could attend** and also encouraged members to publicize the workshop widely among their colleagues.

### 6.2. Report from the President

The President is focussing on the development of the **Education Plan** as a major initiative in this upcoming year. This initiative will involve Education Council, the College Board and focus groups.

Some 60 proposals have been received under the **Douglas College Strategic Development Fund**. The Panel, comprising Meg Stainsby, Susan Greathouse, Mia Gordon, John McKendry and herself, will make a final decision on Tuesday, June 16, 1998. The President hoped that additional funds might be available to fund more proposals as the DCSDF has only \$206,000.

The College Board will be **evaluating the President's performance** on the basis of her goals and objectives provided last fall. If members were interested in receiving a copy of her goals and objectives, they were encouraged to contact the Chair of Council.

### 6.3. Report from the Learning Outcomes Coordinator

For information, Nancy Oike's draft report prepared for C2T2 was distributed to members at the meeting under cover of her memorandum dated June 12, 1998. She requested comments and or feedback for incorporation in her final report.

### 6.4. Report from the Standing Committee on Educational Policies

For information, members received minutes of a meeting of the Standing Committee on Educational Policies held on Wednesday, May 27, 1998.

(a) Policy Revisions: At the request of the Chair, the approval process for the following policies was **deferred until October** in order to give members time to discuss the recommended policy changes with FECs/DECs and for feedback to Council: Policy E02.03.05, "Associated Studies"; Policy E02.03.12, "Work-Based Learning Opportunities"; Policy E02.03.13, "Audit"; Policy E04.01.11, "Withdrawals, Course and Status Changes". **The Notice of Motion submitted at the May meeting will be addressed in October.**

(b) Policy Revisions: Notices of Motion were submitted for the approval of the following Policies: Policy E02.01.11, "Admission"; Policy E02.05.05, "Grading System"; Policy E03.01.04, "Program Advisory Committees"; Policy E02.01.10, "Recognition of Prior Learning".

At this point Christa Peters left the meeting.

The Chair stated that Janet Allwork is working closely with the Council's Educational Policy Committee in revising and re-writing the College's Educational Policies prior to their submission to Council. While Council commended the work Janet has done so far, some members felt that they could not identify the actual revisions proposed in the absence of the original policies. These policies are no longer available electronically and for this reason, the Chair asked those members who wished to receive the original policies to contact her so that hard copies could be provided.

## 6.8. Report from the Education Technology Forum

There was no regular report as the ETF had not met. However, Barbara Allen stated that ETF is an excellent forum for communication on technology issues. She also suggested that a policy be developed, if not in place, for students to have access to the Inter-net services. Barbara found the ACCC conference on "Technology and You" useful and productive. Work on the development of Council's Web-site is in progress.

## 6.9. Matrix Committee

There was no formal report; however, Debbie Smith stated that the Committee has received concerns on the final report. Al Atkinson advised that some of the concerns have been addressed and a copy of the report has been submitted to SMT which will be **forwarded to Council in September for discussion.**

## 6.10. Year-End Round Robin

Discussion was deferred due to time constraints.

## 7. INFORMATION ITEMS FOR CIRCULATION

7.1. Utilization of the New FTE for ESL Combined Skills

7.2. Program Name Change - Community Support Worker to *the Classroom and Community Support Program*

7.3. Research brief "Hot Programs at Community Colleges, AACC" (April 9, 1998.)

7.4. FTE Enrolment Report, 1997-98 (unaudited)

7.5. "Disengaged Students II" (Change May/June 1998)

7.6. AECBC News Release and Fact Sheet

Prior to adjourning the meeting, the Chair, on behalf of Council, recognized the valuable contribution made by Sandra Hochstein as Vice Chair.

## 8. ADJOURNMENT

The meeting adjourned at 5:00 p.m. Members then joined the College Board for the budget presentation in the Douglas Room.

----- Chair ----- Secretary