

**DOUGLAS COLLEGE  
MINUTES OF A MEETING OF EDUCATION COUNCIL  
HELD ON MONDAY, JUNE 18, 2001 AT 2:15 P.M. IN THE BOARD ROOM  
NEW WESTMINSTER CAMPUS**

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1. ROLL CALL

**Members Present:**

Barbara Allen (Vice-Chair)  
Janet Allwork (Chair)  
Trish Angus (Non-Voting)  
Michael Belfare  
Sandra Boyle (Ex-Officio)  
Christian Guillou  
Edward Inoue  
Anna Jajic  
Dennis Lancien  
Jan Lindsay  
Kim Longmuir  
Brenda Pickard (Secretary)  
David Samuel  
Dave Seaweed  
Des Wilson  
Michael Wilson  
Susan Witter (Ex-Officio)  
Ryan Wray

**Regrets:**

Ray Chapman  
Ted James  
Wilma Marshall  
Geraldine Street  
Catherine Willems

**Guests:**

Al Atkinson  
Suki Badh  
Laura Byrne  
Yasmin Irani  
Peter Kantrowiz  
Lorna McCallum  
Susan Meshwork  
Elsie Neufeld  
Graham Rodwell  
Jim Sator  
Penny Swanson  
Joy Tsai  
Carly Turner  
Shaun Tyakoff  
Joan Wenman  
Robin Wylie

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2. APPROVAL OF THE AGENDA: The Agenda was approved as presented.
3. APPROVAL OF THE MINUTES OF THE MAY 14, 2001 MEETING (circulated)  
The Minutes were approved as circulated.

4. BUSINESS ARISING FROM THE MINUTES

4.1 Program revision: Print Futures: There being no feedback,

**MOVED by J. Lindsay, SECONDED by K. Longmuir,**

BE IT AND IT WAS RESOLVED:

**THAT Education Council approve the revisions to the Print Futures:  
Professional Writing program.**

**The Motion was CARRIED.**

the prescribed timeframe as specified by College policy. T. Angus advised members that she was unaware that such a policy existed.

Ensuing discussion focused on the following:

- can an “Honours” designation be justified when there is no advanced curriculum within the program, only entry and exit GPA requirements (the terms “Honours” generally dictates higher curriculum expectations)?
- does the program’s block registration circumvent the College’s existing registration priorities?
- are students in the program receiving preferential treatment i.e., one-to-one mentoring and tutoring?
- is there a guarantee in writing that students who complete the

**establishment of a new credential for the above program.**

**The Motion was CARRIED.**

R. Wray, D. Lancien, D. Samuel, E. Inoue, and M. Belfare wished to abstain for the record.

4.3 Terms of Reference: Research Ethics Board: There being no feedback,

**MOVED by J. Lindsay, SECONDED by K. Longmuir,**

BE IT AND IT WAS RESOLVED:

**THAT Education Council endorse the creation of a Douglas College Research Ethics Board with Terms of Reference as submitted which**

(distributed at the meeting), the Chair advised members that Council may wish in future to address the use of English 12 with a “C” as a prerequisite to programs which include English course requirements with a different prerequisite.

**There was unanimous consent to short-cycle the Motion to approve the submitted new and revised curriculum guidelines.**

**MOVED by B. Allen, SECONDED by M. Wilson,**



Chair introduced Joan Wenman, Chair of the Planning and Priorities Committee to speak to the discussion that took place at the Committee regarding the process that might best serve Council in addressing pedagogical issues related to on-line learning and she invited members to pick up the written report of the Committee from the side table.

Joan advised members that the Committee recommended a task group be struck in order to look at issues surrounding on-line learning within the context of the College's Strategic Directions, Values and Goals. She outlined its membership and parameters.

Ensuing discussion indicated little desire to strike another task group since TPMC, ETF, Ed Apps and FECs/DECs were highly involved in such discussions. It was agreed however, to discuss this further in the fall to ensure all issues were being addressed by existing committees. The Chair indicated that she will bring forward her memo to the Planning and Priorities Committee as well as the Planning and Priorities Committee Report to September's Council agenda.

The Chair thanked Joan Wenman and the Committee for their work.

- 4.8 2002 - 2003 Program Profile: Susan Witter advised members that she is still seeking input regarding the Draft Program Profile. She noted from her memo dated June 8<sup>th</sup> that the College continues to grow in high enrollment areas, is continuing in the development of new programs, and is meeting provincial government priorities, all within the guidelines of the Master Education Plan.

M. Wilson distributed a document from the Science and Technology faculty outlining their objections to the proposed Profile. Comments included the following: there is not a balance of FTEs between open and closed enrollment areas; Science and Technology FTEs not implemented from the 2001 - 2002 Program Profile are not reflected in the 2002 - 2003 Profile; the Program Profile should uphold the values of a liberal arts education; unsatisfied enrollment demand in open-enrollment courses and programs should not receive less institutional support than new program proposals; and, the process for the development of the Profile should begin at the Department level moving up to SMT.

Susan reminded members that a shift in government priorities can affect FTE allocations. However, she indicated that she is attempting to maintain a balance with the 2002 - 2003 Profile. It was suggested that the President may wish to work with Council in establishing guiding principles for the development of program profile priorities.

- 4.9 Educational Technology Tactical Plan 2001 - 2004: In response to a question, Al

Atkinson advised members that the Ed Apps group does liaise with departments outside of the instructional area. He noted that, if there was a need, the group could expand its membership.

Other feedback was forwarded directly to Al Atkinson as requested at last month's meeting.

- 4.10 Draft Policy: Educational Affiliations: The Chair advised members that the draft policy is before Council to receive preliminary feedback. Al Atkinson added that the scope of the policy includes not only affiliations with other post secondary institutes but K - 12 schools and outside agencies. In response to a question, Al advised members that the draft policy was consistent with other College policies.

Two questions were asked:

- how do we deal with groups whose values are different from our own;
- should the approval process be a reporting process instead?

The Chair advised members that this policy will come before Council in the fall for further discussion and approval.

- 4.11 Douglas Development: The Chair referred to the memo in the package highlighting the progress the Committee has made in the development of the February, 2002 PD Day.

5. NEW BUSINESS

There was no New Business.

6. REPORTS

6.1 Report from the Chair

The Chair advised members that the 2000 - 2001 Annual Report was in the package for information.

The Chair thanked all members for their hard work and commitment to Council activities.

6.2 Report from the President

The President advised members that the Letter of Intent for the Club Management Program has not gone to the Ministry. She noted that the Deans and SMT are looking at several outstanding issues.



The President advised members that the College Budget is being brought to the Board for approval on June 21<sup>st</sup>.

- 6.3 Report from the Board Representative  
There was no report.
  - 6.4 Report from the Standing Committee on Educational Policies  
The 2000 - 2001 Annual Report and the Minutes of the June 4<sup>th</sup>, 2001 meeting were in the package for information
  - 6.5 Report from the Standing Committee on Planning and Priorities  
The 2000 - 2001 Annual Report was in the package for information.
  - 6.6 Report from the Standing Committee on Admissions and Language Competency Standards  
The 2000 - 2001 Annual Report was in the package for information.
  - 6.7 Report from the Residency Credit Exemption Committee  
The 2000 - 2001 Annual Report was in the package for information.
  - 6.8 Report from the Educational Excellence Committee  
The 2000 - 2001 Annual Report was in the package for information.
  - 6.9 Report from the Curriculum Committee  
The 2000 - 2001 Annual Report was in the package for information.
  - 6.10 Report from the Research and Standardized Testing Committee  
The 2000 - 2001 Annual Report was in the package for information.
  - 6.11 Report from the Education Technology Forum  
Minutes of the May 9<sup>th</sup>, 2001 meeting were in the package for information.
  - 6.12 Report from the International Education Advisory Committee  
There was no report.
7. NEW BUSINESS - For Information and Circulation
- 7.1 Memo to SMT from Joy Holmwood regarding the Dispensing Optician Program
  - 7.2 Letters from Jeff Smith to Susan Witter granting approval for the Community Mental Health Worker Citation program and Youth Justice Worker Diploma program, and approval to proceed with the Full Program Proposal for the American Sign Language Instructor Certificate program
  - 7.3 Collaborative Exchange Agreement between Shanghai Administration Institute and Douglas College

- 7.4 Douglas College Fact Book
- 7.5 Student Debt
- 7.6 DISCOURSE Winter 2001 PLAR

8. ADJOURNMENT