

**DOUGLAS COLLEGE  
MINUTES OF A MEETING OF EDUCATION COUNCIL  
HELD ON MONDAY, MARCH 19, 2001 AT 4:15 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)  
Ray Chapman  
Terry Farrell  
Christian Guillou  
Edward Inoue  
Jan Lindsay  
Kim Longmuir  
Wilma Marshall  
Brenda Pickard (Secretary)  
David Samuel  
Dave Seaweed  
Geraldine Street  
Des Wilson  
Michael Wilson  
Susan Witter  
Ryan Wray

**Regrets:**

Ted James  
Dennis Lancien  
Catherine Willems

**Absent:**

Anna Jajic

**Guests:**

Al Atkinson  
Roberta Bend  
Mark Elliott  
Anton Kosztyo  
Len Millis  
Susan Smythe

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2. APPROVAL OF THE AGENDA: The Agenda was approved.

3. APPROVAL OF THE MINUTES OF THE FEBRUARY 19, 2001 MEETING: The Minutes were approved as circulated.

4. BUSINESS ARISING FROM THE MINUTES:

4.1 Full program proposal - Community Mental Health Worker Citation Program:  
Roberta Bend advised members that she had met with faculty in the Communications Department to address their concerns about jurisdictional overlap. She also noted a minor change under "Admission Requirements"; item 3

of the exemption section should include "EASL 345 and 375".

In response to the issue of consultation with the First Nations Coordinator raised at last month's meeting, D. Seaweed advised members that he has the opportunity to review agenda packages for a number of meetings and, if he has a concern, will address it appropriately.

It was suggested that in the future Education Council may wish to look at reviewing its current approval process for Continuing Education Certificate programs, if these programs are now more likely to become base-funded.

**MOVED by G. Street, SECONDED by J. Lindsay,**

BE IT AND IT WAS RESOLVED:

**THAT Education Council approve the Full Program Proposal for the Community Mental Health Worker Program.**

**The Motion was CARRIED.**

The Chair thanked Roberta Bend for her work on this proposal.

- 4.2 Program revision - Dispensing Optician: In response to a question, Ted Littlewood advised members that, although there is no concrete way to measure the level of computer skills students have when entering the program, they appear to exhibit the level of skill required. He added that students are given training in PowerPoint.

J. Allwork reported that the Faculty of Language, Literature and Performing Arts are concerned about diminishing admission standards within the College as a whole. She added that an EASL or DVST course would be a useful option for those students in this program who do not meet the threshold of Writing Skills Review.

**MOVED by G. Street, SECONDED by K. Longmuir,**

BE IT AND IT WAS RESOLVED:

**THAT Education Council approve the changes to the Dispensing Optician program.**

**The Motion was CARRIED.**

The Chair thanked Ted Littlewood for speaking to these program changes.

4.3 Admission requirements for Open Enrollment programs: The Chair reminded

standards (WHMIS training) to ensure safety in the labs.

R. Chapman and J. Allwork will discuss corresponding revisions to the Course Control Sheet.

- 4.5 Curriculum Committee Recommendations: R. Chapman advised members that the Committee reviewed eight curriculum guidelines and is recommending Council approve the revisions.

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

**MOVED by M. Wilson, SECONDED by R. Chapman,**

BE IT AND IT WAS RESOLVED:

**THAT Education Council approve the submitted curriculum guidelines for OADM 308, BIOL 110, BIOL 210, ECED 100, ECED 182, ECED 282, ECED 312 and ECED 382.**

**The Motion was CARRIED.**

5. NEW BUSINESS

- 5.1 Draft New College Values Statement: S. Witter advised members that she is pleased with the Draft Values Statement. She referred to the “Values Review: Chronology” (included in the package) and added that the process included consultation with over 300 people. She added that the Values Statement is now being sent through Education Council and SMT for final consultation and endorsement prior to being presented to the Board for approval.

Susan Smythe advised members that the Committee wanted to express to the community at large the values of Douglas College in a statement that was heartfelt and jargon free. She commented on the struggles the Committee had encountered to come up with language that pleased everyone.

**ACTION** **The Chair noted that Council is being asked to take this statement to their areas for endorsement.** She added that, as the memo indicates, the Committee is asking constituencies to review the Statement in its entirety and not to focus on wordsmithing.

The Chair thanked Susan Smythe for her participation.

- 5.2 Letter of Intent: Club Management Diploma Program: The Chair introduced Anton Kosztyo and Mark Elliott to speak to this item.

Anton advised members that consultation with industry representatives confirmed



appears to be some confusion as to proper process for submissions. The Chair asked members to familiarize themselves with the policies so they can ensure that processes are thoroughly understood and followed at their FEC/DEC. She added that the Deans might find it useful to review the policies at the Deans' meeting and bring forward any feedback or suggestions.

6.2 Report from the President

The President reported that she is expecting a fairly positive budget from the Ministry to be released within the next few weeks.

She noted that she has been working closely with Ministry officials and is confident they will approve the Youth Justice Worker program.

The President advised members that C2T2 is looking at providing close to a million dollars for provincially initiated curriculum to look at cross-institutional curriculum that will be offered online. She noted that all participating institutions will benefit from this program.

6.3 Report from the Board Representative

There was no report.

6.4 Report from the Standing Committee on Educational Policies

There was no report.

6.5 Report from the Standing Committee on Planning and Priorities

There was no report.

6.6 Report from the Standing Committee on Admissions and Language Competency Standards

There was no report.

6.7 Report from the Residency Credit Exemption Committee

There was no report.

6.8 Report from the Educational Excellence Committee

C. Guillou advised members that forms for the five awards will be sent out shortly. He noted the deadline to apply is May 15.

6.9 Report from the Curriculum Committee

There was no report.

6.10 Report from the Research and Standardized Testing Committee

On behalf of T. James, the Chair advised members that the Committee's Terms of



