



## MINUTES OF A MEETING OF EDUCATION COUNCIL

HELD MONDAY, MAY 14, 2012 AT 2:15 PM  
BOARDROOM - NEW WESTMINSTER CAMPUS

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### 1. ROLL CALL:

#### Members Present:

Catherine Carlson  
Brian Chapell  
Bruce Clarke (Ex-Officio)  
Kathy Denton  
Ron de Villa  
Karen Gill  
Gretchen Goertz  
Todd Harper  
Maria laquinta  
Ted James (Ex-Officio)  
Gail Johnson  
Scott McAlpine (Ex-Officio)  
Elizabeth McCausland (Chair)  
Debbie McCloy  
Jerin Mece  
Richard Norman (alternate)  
Wesley Snider  
Cathy Tremblay  
Robin Wylie  
Kate Yoshitomi  
Jo-Anne Bilquist (Secretary)

#### Regrets:

Deb Anderson (Vice Chair)  
Marina Kolar  
Cody Sterzer-Larin  
Gary Tennant

#### Guests:

Thor Borgford  
Tracy Ho (DSU)  
David Moulton  
Wayne Mullen  
Meg Stainsby  
Gail Tibbo  
Heather Tobe

### 2. APPROVAL OF THE AGENDA

The Chair noted that item 4.4 has been postponed. She asked members to approve a fluid Agenda; Council agreed and the Agenda was re-ordered.

### 3. APPROVAL OF MINUTES

An error was noted in the April 16, 2012 Minutes; item 5.3's Action referred to the April meeting when it should have indicated May meeting.  
The April 16, 2012 Minutes were approved as amended.

### 4. BUSINESS ARISING FROM THE MINUTES

#### 4.1 Curriculum Items

##### a) Curriculum Committee Recommendations

The Chair advised of two side table items, addendums to the original memo. She noted that with upwards of 50 curriculum guidelines to review, it would greatly help the committee if those submitting the CGs could ensure their accuracy.

K. Denton noted that she would like some clarification about the Interpreting 1241 course with regard to the implications of proposed class size changes. She also asked for further information regarding whether the new CFCS 3900 International Studies course is replacing a current course.

There being no further discussion,

**There was no objection to removing INTR 1241 and CFCS 3900 from the list of Curriculum Guideline approvals.**

**There was unanimous consent to Short-cycle the amended Motion.**

**MOVED by R. Wylie; SECONDED by C. Tremblay,**

**BE IT AND IT WAS RESOLVED:**

**THAT Education Council approve the submitted/amended guidelines for:**

#### **4.3 Full Program Proposal: Post Degree Diploma in Sales**

David Moulton and Gail Tibbo were invited to speak to this item.

Responding to a query about the difference between a PDD in Sales and a PDD in Marketing, Gail noted that sales is a subsection of marketing; marketing is more of an overall business function and sales leverages getting the product or service out. When asked about overlap, Gail advised that courses don't belong to a particular PDD; they are utilized differently depending on program choice. A student would not take both the Marketing and Sales PDD; they would take one or the other.

Gail clarified that the chart on page 6 of the FPP was meant as a suggested plan of courses a student COULD take; the course framework is the chart on page 7.

**5. NEW BUSINESS**

**5.1 CBA Residency Requirements for Post Degree Diplomas**

The Motion was **CARRIED**.

**5.4 Education Council's Role in International Programs**

The Chair directed Council's attention to the memo she submitted, summarizing the EdCo-related issues in the Deloitte Report. She hoped an open discussion around the impact to Education Council and possible changes to procedure would be helpful.

S. McAlpine noted that a report from the Ministry of Advanced Education's Degree Quality Assessment Board (DQAB), addressing the quality of educational programs, is also expected soon and may have some recommendations impacting Education Council as well.

One discussion centered on language standards, and whether the acceptable standards are different for students gaining their credential in an international setting as opposed to a domestic location. The question was raised that if the standards are different, should the credential be the same? Discussion also focussed on the language testing used, in China in particular, and how that would articulate to Canadian Language Benchmarks.

Following from this, it was noted that credentials now include an annotation regarding location of achievement. Transcripts have been annotated since 2009.

R. Wylie noted a number of concerns with the process of developing international programs. It was suggested that a standing sub-committee be formed to ensure a set procedure is followed with regard to consultation and development. K. Denton supported such a committee, noting that members could have training. The committee would have a significant voice in making recommendations to EdCo.

The Chair noted that Council can vote on the formation of a new Committee today, and come back with structure and Terms of Reference for next meeting.

There being no further discussion,

**There was unanimous consent to Short-cycle the Motion.**

**MOVED by R. Wylie; SECONDED by R. deVilla,**

**BE IT AND IT WAS RESOLVED:**

**THAT a standing sub-committee of Education Council be established for the purpose of providing recommendations to Education Council on matters relating to International Programs.**

The Motion was **CARRIED**.

**ACTION:** A group including Council members R. Wylie, K. Yoshitomi, G. Johnson, K. Denton and E. McCausland will meet to draft Terms of Reference for the new sub-committee for the June meeting.

## **6. REPORTS**

### **6.1 Report from the Chair**

a) April Report to the Board

b) Education Council Advice on the 2012/13 Budget

The Chair advised she had hosted the Association of Governance Councils meeting, involving Education Council chairs from around the province, at the College on April 28<sup>th</sup>. She noted the chairs exchange useful information and ideas, and she came away feeling positive about the communication between governing bodies at Douglas College.

### **6.2 Report from the President**

S. McAlpine spoke with regard to Education Council's Advice on the Budget. He advised that he would like to work with EdCo to determine a presentation of the budget that Council would find useful. Speaking to the tuition increase, Scott noted that they are adding \$50,000 in bursaries, in addition to the \$800,000 already earmarked, for students in financial need.

Responding to a concern about support resources at the College, Scott reiterated that the 80/20 split, with 80% going to classroom and 20% to administration and support, is only for the incremental growth or "new" money. The overall ratio will still be approximately 70/30. He advised they are aware of support staff crunches, and have added additional supports in various areas.

A concern was raised regarding library technology, and Scott advised that technology as a whole is being aggressively targeted in this budget. He hopes that the creation of the new chief information officer position will assist in appropriately involving the college community in the recommendation process. Scott acknowledged that as the College moves toward AUCC membership and continues to add degree programs, we must be mindful of the library resources and their ability to serve the students.

### **6.3 Report from the Board Representative**

There was no report.

### **6.4 Report from the Secretary**

J. Bilquist reminded Council that June's meeting time is early again, scheduled for 2:15 pm.

### **6.5 Report from the Curriculum Committee**

There was no report.

### **6.6 Report from the Educational Excellence Committee**

M. Iaquina reported that the student received her award at April's Board

Meeting, with C. Tremblay making the presentation. She also advised the student was featured in a story on Douglas' website.

**6.7 Report from the Standing Committee on Admissions and Language Competency Standards**

There was no report.

**6.8 Report from the Standing Committee on Educational Policies**

There was no report.

**7. OTHER BUSINESS**

**7.1 Memo: History of Apprenticeship**

S. McAlpine noted Bob Cowin's contributions to the public post-secondary system. He advised that this latest in a series of informative publications, is well worth reading.

**8. NEXT MEETING**

Monday, June 18, 2012 at 2:15pm in the Boardroom (4920), New Westminster Campus

**9. ADJOURNMENT**

**MOVED** by C. Tremblay; **SECONDED** by W. Snider that the meeting be adjourned.

The meeting adjourned at approximately 4:20 pm.

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**Chair**

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**Secretary**