

DOUGLAS COLLEGE

MINUTES OF A MEETING OF EDUCATION COUNCIL

HELD ON MONDAY, NOVEMBER 17, 1997 AT 4:15 P.M. -- BOARD ROOM

1. ROLL CALL

Members Present:

Barbara Allen

Trish Angus

Al Atkinson

Lawrence Becker

Paul Biscop

Georgina Ferguson

Darryl Flasch

Victoria Foley

Mia Gordon (for President)

Susan Hamm

Sandra Hochstein (Vice Chair)

Maria Iaquina

Rashida Ismail (Secretary)

Dawn McDonald

Bev Miller

Christa Peters

Julie Roper

Jim Sator

Ivor Shanks

Gerry Sieben (Board Representative)

Debbie Smith

Meg Stainsby (Chair)

Regrets:

Kim Longmuir

John McKendry

Susan Witter

The Chair called the meeting to Order at 4:17 p.m.

2. APPROVAL OF THE AGENDA

The following items were added to the agenda: 4.5. Report from the General Studies Diploma Taskforce; 6.9. Data about our Changing Communities: English as A Second Language; 6.10. Enrollment Trends: Data from the Next Edition of the College Factbook;

4.1.

member from Business, DVST, EASL, English/Communications, Science and Technology, Social Sciences, and Arts and Humanities, and that it commence deliberations on the GSD proposal in December, 1997 and present a report to Council at the May, 1998 meeting.

The Chair requested members to solicit volunteers to serve on the steering committee and submit their names to Sandra Hochstein by November 28 so that the new committee could be established and the first meeting take place in December.

5. ON-GOING BUSINESS

5.1. Report from the Chair

Responses to reports and documents

The Chair, on behalf of Council, has responded to a number of reports and proposals as requested. These were: the Self-Study Draft report, the Strategic Directions document, the Draft Report on Standards and Processes, the Discussion Paper on Block Transfer, the Draft Guidelines and Standards for PLA. She extended her thanks to all the members who had provided feedback to enable her to coordinate these responses.

articulation was useful. Mia Gordon also informed members that a letter would be forthcoming from the President and Presidents of BCGEU and DCFA concerning ideas on cost-saving and revenue generation activities.

5.3. Report from the Standing Committee on Education Policies

Susan Hamm reported that the Education Policies Committee has struck task groups to deal with issues as follows:

Student Appeals Policy S. Hamm and C. Peters

Terms of Reference for the Standing

Committee on Education Policies M. Stainsby, J. Cockburn

Selection Process -- Review of Education J. Cockburn, M. Stainsby and

K. Longmuir

Course Outline Approval Process B. Nicholls, S. Mainprize

New Program Approval Process To be addressed following a review by the SMT

If members wished to provide input to any of the above discussion or had questions, they were encouraged to contact the appropriate members of the sub-groups.

5.4. Report from the Standing Committee on Planning and Priorities

There was no report.

5.5. Report from the Standing Committee on Standards and Admissions

Trish Angus distributed a memorandum dated November 17, 1997 from the above Committee which she

5.8. Report from the Matrix Committee

Debbie Smith reported that the Committee has agreed to maintain a 2 x 2 configuration of common meeting times. The Committee will address unique campus needs, i.e., problems of traveling for students and faculty between campuses, as well as the idea of a free-time block. The next meeting will occur at the beginning of December.

5.9. 1998-1999 Budget Criteria and Time Lines

The Chair, as a member of the budget committee, referred to the draft 1998-99 Budget Criteria, together with time lines as contained in the package. She asked members to let her know if they had any input or concerns in relation to the development of the budget criteria or the process.

Questions were raised concerning lack of computer access for students at Thomas Haney, as well as photocopying services and tele-conferencing facilities. Mia Gordon informed members that the consultant's report on the future of Thomas Haney would be presented to the Senior Management Team and to the Board at its December meeting. In relation to summer course offerings, it was clarified that as there was limited or no funding available, summer activities at David Lam cannot be operationalized.

A request was made to clarify the Budget Criteria stating that "no new programs will be introduced on base funding unless the College receives additional FTEs." It was also suggested that a copy of the core indicators document be sent to Council. So that Council could participate effectively in budget deliberations, the Chair suggested that a workshop on the development of budget assumptions and other related matters be requested of the administration.

The Chair asked that members continue discussion of these budget assumptions with their constituent groups and provide feedback to her as well as on the suggestion for the workshop.

5.10. Provincial Forum on Block Transfer

Christa Peters provided a written report on the Block Transfer Forum she attended on October 31, on behalf of Council, which she reviewed.

5.11. Joint Workshop -- Board/Council on Dual Governance

The Chair stated that further discussion had occurred with Gerry Sieben concerning a joint workshop for the Board and Council on dual governance. **The proposed date for the workshop is Monday, January 19, 1997, following Council meeting and dinner.** It is expected that the Workshop will start around 7:00 p.m. and that an external facilitator will be requested to conduct this joint session. There was general agreement to this proposed date for the workshop and **the Chair noted to provide further details on this workshop.**

6. NEW BUSINESS

6.1. Open Learning Admission

This item was deferred until the December meeting.

6.2. New Citation Program in Community Support Work

Bev Miller reviewed briefly a proposal for a new Citation Program in Community Support Work as presented. She stated that the proposal was submitted in response to the needs of a group of Community Living employers who have created a consortium with the College as the training partner. The program will be offered on a cost-recovery basis and was intended for implementation in January 1998. (Bev Miller noted to submit the relevant document outlining the rationale to this proposal, as it was inadvertently attached to the following proposal.)

She presented the following Notice of Motions:

THAT Education Council approve the proposed Citation Program in Community Support Work, as presented, for implementation in January 1998; and

THAT Education Council recommend that the Board approve the offering of a Citation credential for the Community Support Work Program.

6.3. New Citation Program -- Working with Street Youth

Bev Miller reviewed briefly the above proposal as presented. She stated that the Street Youth Worker citation was designed to assist disadvantaged adults over 21 years to gain the education, skills, experience and confidence they need to become employable as street youth workers. The program is supported by the Interministerial Street Children's Committee and funded by Human Resource Development Canada and the Learning Partnership Envelop fund.

She presented the following Notice of Motions:

THAT Education Council approve the proposed Citation Program in Working with Street Youth, as presented, for implementation in January 1998; and

THAT Education Council recommend that the College Board approve the offering of a Citation credential for the Working with Street Youth Program.

The Chair asked members to bring the above two proposals to the attention of their respective constituency groups for feedback. These notices of motions will be dealt with at the December meeting. In the meantime, if members have any questions or concerns about these offerings they should contact Bev Miller.

The following items were submitted to Council for information.

6.4. Computing Information Systems Advanced Diploma Program -- Letter of Intent.

A concern was expressed that the CIS Letter indicates that the CIS Advanced Diploma Program is to be offered in the evenings and weekends at David Lam, which is not accessible then. Jim Sator indicated that students are taking these courses now, and that program offerings will change if we receive Ministry approval.

In relation to program priorities, a request was made that Education Council receive a list of all program proposals in order of priority. Council was advised that the SMT was working on program priorities.

6.5. Letter from Shell Harvey, ADM, dated October 31, 1997 Re: Additional Base Funding for David Lam

6.6. Enrollment Management Issues

6.7. Critical Issues in Financing BC Colleges and Institute System -- Executive Summary -- The Chair has a complete report if members wish to review it.

6.8. Strategic Plan -- Charting a New Course (for new Council members only).

6.9. Data about Our Changing Communities: English as a Second Language

6.10. Enrollment Trends: Data from the Next Edition of the College Factbook

6.11. Print Futures: The Professional Writing Program -- Implementation Report.

7. ADJOURNMENT

Moved by Darryl Flasch, Seconded by Al Atkinson, the meeting adjourned at 6:00 p.m.

_____ Chair _____ Secretary