



MINUTES OF A MEETING OF EDUCATION COUNCIL

**HELD MONDAY, NOVEMBER 19, 2012 AT 9:00AM
BOARDROOM - NEW WESTMINSTER CAMPUS**

1. ROLL CALL:

Marina Kolar
Elizabeth McCausland (Chair)
Debbie McCloy
Lorne Patterson
Sanjin Ramovic
Wesley Snider
Brian Thomas-Peter
Cathy Tremblay
Silvia Wilson
Kate Yoshitomi
Jo-Anne Bilquist (Recorder)

Nelson Eng
Morna Fraser
John Higenbottam
Julia Robinson
Titus Yip

The Chair welcomed new Council members Jenny Shin, Staff representative and

4. BUSINESS ARISING FROM THE MINUTES

4.1 Curriculum Items

a) Curriculum Committee Recommendations

T. Harper, Curriculum Committee Chair, noted an addendum to the ee0 Tw 6.56 0 Td18.6

4.3 Full Program Proposal: Associate of Arts for Future Professional Pilots

Council members brought forward a number of queries, leading to lengthy discussion around both the wording and content of the policy as presented. Some of the main issues raised were around dress code, dual relationships, grading standards and using less detailed language.

The Chair thanked Council for the helpful discussion, noting that there are some items that will need further clarification. She advised Julia that she is welcome to send the policy back to Council with revisions for next month's meeting. The Chair indicated that the item can be circulated to constituents for feedback, noting that there will likely be changes to the document.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December meeting.

5.2 Curriculum Development and Approval Policy

The Chair provided an update of the revisions underway. She indicated that the goal is to clarify and simplify the policy.

The Chair will circulate Bylaw and College and Institute Act language.

ACTION: Please refer this item to your constituency groups for feedback at the December meeting.

5.4 Program Revision: Diploma in Office Administration

The Chair invited Titus Yip to speak to this item.

Titus advised that the revisions will bring the diploma program in line with the core requirements established by the Faculty of Commerce and Business, to allow laddering into the degree programs. The main revision will see fewer electives to choose from in the diploma program, with the benefit being that students can continue in their degree at Douglas College.

ACTION: Please refer this item to your constituency groups for consideration of approval at the December meeting.

6. REPORTS

6.1 Report from the Chair

The Chair advised members that she will not be running for Council again when the current term is finished. She encouraged anyone interested in the position to talk to her, assuring that plenty of mentoring will be available.

The Chair reported on the Association of Governance Council Chairs Meeting, a twice-yearly event where council chairs from around the province meet to discuss relevant issues and hear from guest speakers such as representatives from the Ministry and BCCAT.

She also advised that the Electronic Curriculum Software Committee has been busy identifying workflow requirements for the software, and are almost ready to hand the project over to Decision Academic, the software company.

- a) October 2012 Report to the Board
- b) Education Council Advice on the 2013/2014 Budget Guidelines
- c) Education Council Advice on the Academic Calendar 2013/2014

6.2 Report from the President

S. McAlpine sent regrets that he was unable to attend the meeting.

6.3 Report from the Vice President, Academic

There was no report.

6.4 Report from the Board Representative

There was no report.

6.4 Report from the Secretary