



MINUTES OF A MEETING OF EDUCATION COUNCIL

HELD MONDAY, SEPTEMBER 17, 2012 AT 9:00AM
BOARDROOM - NEW WESTMINSTER CAMPUS

1. ROLL CALL :

Members Present :

RegrMLL

The Secretary advised that Elizabeth McCausland had been elected by acclamation. Following three further calls for additional nominations, and hearing none, the Secretary declared Elizabeth McCausland elected by acclamation to the position of Chair for the 2012 – 2013 term.

The Secretary indicated that Deb Anderson had been elected as Vice-Chair by acclamation. Again, hearing no further nominations following three calls, Deb Anderson was elected by acclamation to the position of Vice-Chair for the 2012 – 2013 term.

4.2 Welcoming Remarks from the Chair

The Chair welcomed Council members, thanking them in advance for the hard work they will be putting in this year as the College continues to develop new programs as part of the Strategic Plan. Additionally, a general overview of Educational Policies is being undertaken this year, as well as new and revised policies concerning International Education.

She reminded Council members to advise of their subcommittee preferences, indicating that most people are staying on the same committees as last year. Kate Yoshitomi has agreed to continue on the Appeals Tribunal, though if anyone else is interested there would be an election for the position.

as noted in the documents. It was also noted that the students are required to take an English course here, rather than accepting transfer credits, to make sure the English standards are being met.

There being no further discussion,

MOVED by K. Gill

5.2 Calendar of Events

Anne MacMillan was welcomed to speak to this item.

Asked about a timeline for approving the calendar, Anne noted that, for scheduling purposes, it must be finalized in October.

A Council member asked whether the exam schedule could be indicated when registering for a course. Anne noted that the two scheduling programs, for classes and exams, are different software at this time, and there are many limitations in place so as to avoid scheduling conflicts for students.

Kathy Denton noted that this has long been a concern, as it would be attractive for both students and professors to know in advance, however operational issues at this point are difficult to overcome. She's hopeful with the new Matrix that the educational and operational issues can be resolved.

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

5.3 Credential Name Changes

The Chair advised that this is a housekeeping issue as a result of changes to the Credentials Awarded policy last year, which included removing the credentials citation and advanced citation, redefining certificate and creating an advanced certificate credential, and creating definitions of two post degree credentials.

There being no further discussion,

There was unanimous consent to Short -cycle the Motion.

MOVED by I. Efimoff ; SECONDED by W. Snider , THAT Education Council approve the proposed Credential Name Changes.

The Motion was CARRIED

And,

MOVED by K. Denton; SECONDED by San Ramovic , THAT Education Council recommend that the College Board withdraw the former credential names and establish the new credential names, as listed.

5.4 Curriculum Guidelines Approval Process

The Chair noted that this memo originates from the Registrar's Office, stemming from earlier registration times creating the need for more lead time to implement new courses and changes, especially to prerequisites. The Chair advised that the College has begun implementation of new curriculum management software that will help alleviate some of these problems.

Another issue noted is that occasionally the hard copy of CGs forwarded to the Curriculum Committee is not the same version that is posted in the K drive, causing difficulties. Some discussion followed around time-stamping on pdf's; the Chair noted that this is yet another area where the software will take care of duplication problems of this nature.

The Chair suggested that the Curriculum Committee send a memo to Administrative Officers and FECs to remind or alert of the deficiencies of many submitted curriculum guidelines. Additionally, Deans could be advised of same through VPAC, highlighting the need for more advanced planning from faculties to meet the required deadlines.

The Chair further suggested that the problem of prerequisites could be mitigated by inviting Student Records staff to the Curriculum Committee meetings.

6. REPORTS

6.1 Report from the Chair

The Chair had nothing further to report, other than the attached Board Report.

a) June Report to the Board

6.2 Report from the President

S. McAlpine noted that the September version of his President's Report will be distributed today. He advised that the Senior Management Team's priorities for the year are outlined in the Report. Focus areas include learner pathways, growth of FTE, pursuit of AUCC membership, teaching quality and engagement, as well as student, employee and community engagement initiatives.

Scott also advised that the College's Organizational Chart has been adjusted to more clearly reflect that on matters of academics, Douglas International reports to the Vice President, Academic.

6.3 Report from the Vice President, Academic

K. Denton advised that she has requested a standing item so she can keep Council updated on academic issues, including the movement of EdCo-approved programs through the Ministry and DQAB systems.

She noted that with regard to the Business Programs in China, the College had site visits from DQAB locally, as well as in Shanghai and Harbin. The visits were favourable, with some revisions suggested. Kathy indicated the College hopes to have a written response soon from DQAB that can be shared with the College community.

Kathy reported that the Nursing program had a site visit from a DQAB panel; she thanked the Nursing program faculty and staff for their part in creating a successful visit.

7. OTHER BUSINESS

7.1 Administrative Structures to Support Research, Scholarship, and Faculty Development

The Chair noted that this document was also circulated to the College community via email.

8. NEXT MEETING

Monday, October 15, 2012 at 9:00am in the Boardroom (4920), New Westminster Campus.

9. ADJOURNMENT

MOVED by K. Denton ; SECONDED by M. Kolar that the meeting be adjourned.

The meeting adjourned at approximately 10:25 am.

Chair

Secretary