

DOUGLAS COLLEGE

MINUTES OF A MEETING OF EDUCATION COUNCIL

HELD ON MONDAY, MARCH 16, 1998 AT 4:15 P.M. -- BOARD ROOM

1. ROLL CALL

Members Present:

Barbara Allen

Trish Angus (Non-Voting)

Lawrence Becker

Paul Biscop

Georgina Ferguson

Darryl Flasch

Victoria Foley

Susan Hamm

Sandra Hochstein

Maria Iaquinta

Rashida Ismail (Secretary)

Kim Longmuir

Dawn McDonald

John McKendry

Beverley Miller

Carol Nelson (for G. Sieben-- Board Rep.-- Ex-Officio)

Christa Peters

Julie Roper

Debbie Smith

Meg Stainsby (Chair)

Susan Witter (President -- Ex-Officio)

Regrets:

Al Atkinson

Jim Sator

Gerry Sieben

Absent:

Ivor Shank

Guests:

Mary Beck

Joy Holmwood

Laurie Kenward

Nancy Oike

The Chair called the meeting to order at 4:14 p.m.

2. APPROVAL OF THE AGENDA

The order of the agenda was changed to accommodate guests. The agenda was approved as amended.

3. APPROVAL OF THE MINUTES OF THE FEBRUARY 16, 1998 MEETING

The Minutes of the February 16, 1998 meeting were approved as circulated.

4. BUSINESS ARISING FROM THE MINUTES

4.1. Home Support/Resident Care Attendant Program

BE IT AND IT WAS RESOLVED:

THAT Education Council approve the revisions to the "Education Council By-laws" and "Education Council Rules and Procedures" as amended.

The Motion was **CARRIED**.

(b) Standing Committees:

(i) **Curriculum Committee:**

The Chair referred to her memorandum dated February 5, 1998 concerning the proposed changes to Council's sub-committees and stated that with regard to the Curriculum Committee, she had received feedback which she shared with members, as appended in her memorandum dated March 14, 1998. It was suggested that the memorandum should be sent to the Task Force on By-Laws for review and recommendations.

MOVED by Maria Iaquinta, SECONDED by Julie Roper,

BE IT AND IT WAS RESOLVED:

THAT Council refer the March 14 memorandum concerning the proposed Curriculum Committee to the Ad Hoc Task Force on By-laws for discussion and recommendations.

The Motion was **CARRIED**.

(ii) **Educational Excellence Committee:**

The Chair referred to her memorandum dated February 5, 1998 proposing that Council establish an Educational Excellence Committee. In response to a question, it was clarified that under the By-laws, it is the committee's role to develop terms of reference for approval by Council.

MOVED by Barbara Allen, SECONDED by Maria Iaquinta,

BE IT AND IT WAS RESOLVED:

THAT Council approve in principle the creation of a new "Educational Excellence Committee", as proposed.

The Motion was **CARRIED**.

In response to the Chair's request, Darryl Flasch and Georgina Ferguson volunteered to serve on the Educational Excellence Committee. Members were requested to provide or suggest additional names to the Chair.

(iii) **Expansion of the Current Planning and Priorities Committee:**

The Chair referred to her memorandum dated February 5, 1998 proposing that Council expand the current Planning and Priorities Committee to a College-wide Planning and Priorities Committee and stated that she had received feedback which she shared with members as appended in her March 14, 1998 memorandum.

A suggestion was made that the feedback received should be referred to the Planning and Priorities Committee to examine its role and terms of reference. Following discussion, it was MOVED by Barbara Allen, SECONDED by Julie Roper,

BE IT AND IT WAS RESOLVED:

THAT Council refer the feedback on proposed changes to the Planning and Priorities

Committee dated March 14, 1998 to the Planning and Priorities Committee with a request that the Committee review its Role and Terms of Reference and report back to Council by May 1998.

The Motion was **CARRIED**.

Members were requested to forward further suggestions and ideas to Maria Iaquina.

4.4. Revisions to the Academic Dishonesty Policy E.04.01.12

The Chair referred to her memorandum dated March 4, 1998, relating to the above policy and requested that the item be short-cycled for a decision.

MOVED by Christa Peters, SECONDED by Lawrence Becker,

BE IT AND IT WAS RESOLVED :

There was no report from the committee.

5.6. Report from the Standing Committee on Standards and Admissions

Trish Angus presented a report dated March 9, 1998 of a meeting of the committee held on February 25, 1998. A copy was distributed to members.

5.7. Report from the Residency Credit Exemption Committee

Lawrence Becker reported that Residency Credit Exemption was granted to an applicant from the Community Support Worker program, to enable the student to gain credit for 75% non-resident work.

5.8. Report from the Education Technology Program

Barbara Allen reported that requests for AST computer parts are supported through their offices in the States. Discussions are underway to find a new supplier for computers to replace the AST. Requests for capital equipment have now been received which exceed the available funds. Priorities will be identified within the allotted budget. March 13 was the cut-off date for purchases of equipment for the current fiscal year. ETF meetings take place 2nd Wednesday of the month, 4:00 - 6:00 p.m. in the Boardroom, if members are interested to attend.

5.9. Report from the Matrix Committee

There was no report from the committee.

5.10. Board/Council Joint workshop -- Follow up Discussion

Members were encouraged to provide comments concerning the recent joint workshop between the Board and Council. The Chair also apprised members that discussions were underway to align resolutions and information items between the two bodies for efficiency. It was felt that a Board/Council Joint workshop should be held on a yearly basis for exchange of information and better understanding of the respective roles and responsibilities.

5.11. 1998-99 Budget Development

Draft Budget documents were sent to members under cover of the Chair's memorandum dated March 10, 1998. Full discussion of the draft budget should be occurring throughout the College over the next few weeks.

6. NEW BUSINESS

6.1. Board Interim Policy

The Chair requested that the above policies be shared with constituent groups for feedback. **The Policies will be discussed at the April meeting**Ne(of)-13bdthe 16 46 217.ATJ -he pt-41.5600.b

7. NEW BUSINESS -- For Information and Circulation

7.1. Thomas Haney Action Plan for Fall Recruiting

7.2. Approval of LOI for CIS - Software Development Specialist Advanced Diploma Program -- Letter from the Ministry dated January 8, 1998.

7.3. Centre 2000 -- Project Activities Report

7.4. Terms of Reference -- Science and Technology: Strategic Academic Plan 1998-2005

7.5. Sexual and Harassment Policies -- Provision for External Investigator

7.6. Learning EDge (1st Issue of a new Kwantlen publication)

7.7. "Thoughts on Teaching" (Simon Fraser News, Feb. 5/98)

8. ADJOURNMENT: The meeting adjourned at 6:00 p.m.