

EDUCATION COUNCIL

MINUTES OF THE MEETING HELD ON

Tuesday, October 22, 2019
13:00 Room B141

Attendees:

Darren Bernaerd (Chair)	Marianne Gianacopoulos	<i>Ben Park (a)</i>
Jim Bowers	<i>Pavneet Kaur (a)</i>	Wanda Pierson
Ben Cecil	<i>Ramandeep Kaur (a)</i>	<i>Navjot Singh (a)</i>
Patricia Cia	<i>Tasneem Khan (a)</i>	Jan Smith*
Arnie Clark*	Gerda Krause	<i>Lane Trotter* (a)</i>
Sandra Enns	Carmen Larsen	<i>Ryan Vernon*(a)</i>
Nora Franzova	Tanya Lewis	Peter Warren*
	Tess MacMillan (Vice-Chair)	Lulin Zheng

Regrets: B Park, T Khan, P Kaur, L Trotter

Minutes: Susan Smith

Guests: Marg Heldman, *Robin Macqueen (a)*, Sunita Wiebe

*non-voting
(a) absent

1. CALL TO ORDER/WELCOME

D Bernaerd declared the presence of a quorum and called the meeting to order at 1:00 p.m.

2. MUSQUEAM LAND ACKNOWLEDGEMENT

D Bernaerd acknowledged the meeting's location on the unceded traditional territory of the Musqueam First Nation, who have given Langara College the name *snəwəyət leləm*, *house of teachings*.

3. APPROVAL OF AGENDA

IT WAS MOVED by W Pierson, seconded by N Franzova, that the agenda be approved.

MOTION CARRIED

4. APPROVAL OF MINUTES

IT WAS MOVED by P Cia, seconded by T Lewis, that the minutes of the meeting of September 17, 2019 be approved.

MOTION CARRIED

5. CURRICULUM

D Bernaerd turned the chair over to T MacMillan.

A) PUBLISHING

a) Global Change

i) To add DPPUB as a major restriction to all PUBL courses.

b) Program Change

i) Diploma in Publishing

The proposals will correct omissions in the program revisions approved by Education Council in March 2019 in which the program name was changed but registration restrictions and the name of the credential offered by the program were not. The current proposals will change the name of the credential awarded upon completion of the program to *Diploma in Digital and Print Publishing*, effective for students enrolled as of Fall 2019, and will add the Digital and Print Publishing program to the registration restrictions for PUBL courses.

IT WAS MOVED by D Bernaerdt, seconded by M Gianacopoulos, that the proposals to add DP_DPUB as a major restriction for all PUBL courses, and to change the name of the credential offered by the Digital and Print Publishing program to *Diploma in Digital and Print Publishing* be approved by Education Council.

MOTION CARRIED

The chair was returned to D Bernaerdt.

B) NURSING

a) Global Change

- i) Change CRNBC to BCCNP in all BSN course information; change CRNBC standards to BCCNP Principles and Roles in course descriptions.

In September 2018 the CRNBC joined with other nursing colleges to become the British Columbia College of Nursing Professionals (BCCNP). This proposal will update these references in the website course information. The proposal also standardizes the terms used to describe students (“student” instead of “participant”) in course descriptions, and replaces outdated references to the Canadian Licensing Exam for Registered Nurses with *National Council Licensure Examination (NCLEX)*.

IT WAS MOVED by W Pierson, seconded by G Krause, that the global change to revise the outdated information in *Bachelor of Science in Nursing* course information be approved by Education Council.

MOTION CARRIED

b) New Program

- i) Health Care Assistant Certificate

W Pierson noted the increasing demand for health support services for the aging population in British Columbia. Health Care Assistants (HCAs) fill a significant role in providing personal care assistance and services in a variety of settings, including hospitals, assisted living, group homes, residential care and community care. This program corresponds to the plan undertaken by the Ministry of Health and Health Match BC to grow and stabilize the HCA workforce, and bursary opportunities will be put into place by the Ministry. Currently there are no other Vancouver institutions providing this program. Admission requirements, curriculum and program description are set by the Ministry.

IT WAS MOVED by W Pierson, seconded by T MacMillan, that the new *Certificate in Health Care Assistant* program be approved by Education Council.

It was noted that admission requirements need to be changed to include the new BC high school English course names, and that this amendment will be considered part of the proposal.

MOTION CARRIED

c) New Courses

- i) HCAS 1100 – Interpersonal Communication
- ii) HCAS 1101 – Lifestyle and Choices
- iii) HCAS 1110 – Caring for Individuals Experiencing Common Health Challenges I
- iv) HCAS 1120 – Concepts for Practice
- v) HCAS 1130 – Introduction to Health Care Assistant Practice
- vi) HCAS 1140 – Personal Care and Assistance I

- vii) HCAS 1210 – Caring for Individuals Experiencing Health Challenges II
- viii) HCAS 1220 – Caring for Individuals Experiencing Cognitive or Mental Health Challenges
- ix) HCAS 1240 – Personal Care and Assistance II
- x) HCAS 1260 – Practice Experience

These courses were created for the new *Health Care Assistant Certificate* and are required in the Provincial Health Care Assistant curriculum. All courses have a passing grade of 'C+' and all will be submitted for articulation at the request of the Deans, Directors and Division Chairs committee.

IT WAS MOVED by W Pierson, seconded by M Gianacopoulos, that the new courses *HCAS 1100, HCAS 1101, HCAS 1110, HCAS 1120, HCAS 1130, HCAS 1140, HCAS 1210, HCAS 1220, HCAS 1240, and HCAS 1260* be approved by Education Council.

MOTION CARRIED

C) MATHEMATICS & STATISTICS

a) Course Change

- i) DANA 4850 – Capstone Project

This revision corrects an error in the original proposal which listed the course as having a final exam. As a capstone course, students are evaluated entirely on their final project, and the course is not intended to have a final exam.

IT WAS MOVED by N Franzova, seconded by G Krause, that the proposal to remove the final exam in *DANA 4850 – Capstone Project* be approved by Education Council.

MOTION CARRIED

- ii) MATH 4801 – Mathematics For Data Analytics

This course does not have any prerequisites, and students who are enrolled in the Data Analytics program can register, however the course is intended only for students who have received a failing grade in the *Data Analytics Mathematics Assessment (DAMA)* test. This proposal will revise the calendar description to clarify that students with a passing score on the DAMA are not required to complete this course.

IT WAS MOVED by N Franzova, seconded by M Gianacopoulos, that the revised calendar description for *MATH 4801 – Mathematics for Data Analytics* be approved by Education Council.

MOTION CARRIED

D) BIOLOGY

a) Course Change

- i) BIOL 1190 – Health Science I: Human Anatomy and Physiology I
- ii) BIOL 1191 – Health Science II: Human Anatomy and Physiology II

These courses are no longer required by the Nursing Program and therefore this proposal will remove all registration restrictions from both courses. In BIOL 1190 the prerequisite statement is also updated to add *“a university-level English course for which Langara College awards transfer credit, with a minimum ‘C-’ grade”*.

IT WAS MOVED by N Franzova, seconded by W Pierson, that the proposals to remove all registration restrictions for both *BIOL 1190 – Health Science I: Human Anatomy and Physiology I* and *BIOL 1191 – Health Science II: Human Anatomy and Physiology II*, and to update the prerequisite statement in *BIOL 1190* be approved by Education Council.

MOTION CARRIED

iii) BIOL 2380 – Introduction to Ecology

This course has recently become a required second-year course at UBC. This has resulted in a significant increase in enrolment, making it logistically impossible to accommodate all the students in the corequisite field school course, *BIOL 2105*. This proposal will remove BIOL 2105 as a corequisite for BIOL 2380.

IT WAS MOVED by N Franzova, seconded by G Krause, that the proposal to remove *BIOL 2105* as a corequisite in *BIOL 2380 – Introduction to Biology* be approved by Education Council.

MOTION CARRIED

iv) BIOL 2105 – Biology Field School

The proposed revision removes the reference to BIOL 2380 in the calendar description.

v) BIOL 2440 – Biology of Algae, Bryophytes and Fungi

vi) BIOL 2450 – Invertebrate Biology

The proposal changes the corequisite statement from “*BIOL 2105 when offered*” to “*BIOL 2105*” in both courses.

IT WAS MOVED by N Franzova, seconded by M Gianacopoulos, that the proposals to change the calendar description in *BIOL 2380* and the corequisite statement in *BIOL 2440* and *BIOL 2450* be approved by Education Council.

MOTION CARRIED

6. CONTINUING STUDIES

A) FOR APPROVAL (eligible for financial aid)

a) Program Revisions

i) CS Diploma in Registered Massage Therapy

The proposed revision would change the number of hours for three courses, change the name of one course and remove LET as a baseline English language test for international students. Total program hours would be reduced from 2942 to 2911. This program is eligible for student aid and the revision therefore requires approval by Education Council.

It was noted that the proposal was originally presented to Education Council in June 2019 but withdrawn pending confirmation of continued eligibility for financial aid. This confirmation has since been received.

IT WAS MOVED by G Krause, seconded by M Gianacopoulos, that Education Council approve the revised *CS Diploma in Registered Massage Therapy* to be offered by Continuing Studies.

MOTION CARRIED

ii) Digital Music Production Certificate

Revisions will combine two existing courses as a single new course, and add another new course to the curriculum. Both new courses will be part of the 3rd and final term of the program. There will be no change in total program hours. This program maintains its eligibility for student financial aid.

IT WAS MOVED by N Franzova, seconded by T Lewis, that Education Council approve the revised *Digital Music Production Certificate* to be offered by Continuing Studies.

MOTION CARRIED

B) FOR INFORMATION

a) Program Revision

i) Therapeutic Touch Practitioner Certificate

Revisions include modified titles for three courses, addition of an elective course, and increased hours in four courses, which increases total program hours from 156 to 161.5 hours. Changes are made to align with changes made by the BC Therapeutic Touch Network.

IT WAS MOVED by N Franzova, seconded by P Cia, that the revisions in the *Therapeutic Touch Practitioner Certificate* be received by Education Council for information.

MOTION CARRIED

7. POLICY

A) POLICY F1006: Academic Program Review

S Wiebe explained that this policy, last updated in 2014, has been revised to better capture the scope of program review at Langara, in preparation for the upcoming Quality Assurance Process Audit (QAPA). The revised policy stipulates which programs and departments are subject to program review at the College, the expected length of a program review, the required components of a program review, and the role of a new Program Review Committee.

IT WAS MOVED by N Franzova, seconded by M Gianacopoulos, that the revised *Policy F1006: Academic Program Review* be approved by Education Council.

MOTION CARRIED

8. OTHER BUSINESS

A) Education Council Bylaws revisions

T MacMillan handed out a summary of the proposed changes. She noted the proposal contains 13 amendments and that some amendments stand alone and some are interconnected and need to be considered together.

Amendment 1 and 2: Refers to Article 3.A (Council Administration and Operations, Meetings)

Adds flexibility to meeting procedures and deletes the word “printed” with reference to the agenda.

IT WAS MOVED by T MacMillan, seconded by M Gianacopoulos, that Education Council approve *Education Council Bylaws Amendments 1 and 2*.

MOTION CARRIED

Amendment 3: Refers to Article 4.A (Officers of Council)

Adds section iii) to stipulate that the Chair and Vice Chair offices may not be held by the same individual. Other items in the section are renumbered accordingly.

IT WAS MOVED by T MacMillan, seconded by M Gianacopoulos, that Education Council approve *Education Council Bylaws Amendment 3*.

MOTION CARRIED

Amendments 4,5,6,7,8, and 9: Refers to Appendix C (Process for Election of Chair and Vice Chair)

Phrasing is edited for grammatical and procedural clarity, and specifics such as “By The Way” and “myLangara” are deleted. The platform statement requirement is changed so that they are submitted by the candidates only if there is more than one candidate for the position.

Amendment 8 proposes that in the event of there being more than two candidates competing for an officer position, the candidate with the fewest votes be eliminated and a second round of voting will take place.

IT WAS MOVED by T MacMillan, seconded by M Gianacopoulos, that Education Council approve *Education Council Bylaws Amendments 4,5,6,7,8, and 9.*

During discussion the following amendments were proposed and accepted:

- That a platform statement be submitted regardless of the number of candidates, and that this item be moved to the top of the list of procedures. J Smith noted that a single candidate would not know if there were other candidates and will need to have prepared a statement.
- That Amendment 8, which addresses the process for deciding a winner in the event of more than two candidates be revised to align with the existing Registrar and Enrolment Services Election Procedures document, which specifies that the candidate with the most votes will be declared elected, and in the event of a tie, the winner is decided by the toss of a coin. It was noted that there is not usually time to accommodate a second round of voting.

MOTION CARRIED

Amendments 10 and 11: Refers to Appendix C (Timeline for election of Chair and Vice Chair)

Currently elections of the Chair and Vice Chair take place annually after the April Education Council meeting, with the process to be completed before the May meeting. This amendment would change the timing of the elections so that the officers are elected after the May meeting and completed by the June meeting, with new terms to begin September 1.

IT WAS MOVED by T MacMillan, seconded by M Gianacopoulos, that Education Council approve *Education Council Bylaws Amendments 10 and 11.*

It was argued that this schedule would conflict with the two-year general membership terms which expire on April 30, and could result in vacant chair and vice chair positions between April 30 and September 1.

MOTION DEFEATED

Amendment 12: New Article 6 (Indemnity Against Personal Liability) and renumbering of articles that follow

Adds a clause to protect Education Council members from personal liability.

IT WAS MOVED by T MacMillan, seconded by J Bowers, that Education Council approve *Education Council Bylaws Amendment 12.*

MOTION CARRIED

Amendment 13: Refers to Appendix B (Education Council Membership)

Removes the requirement that student representatives be elected according to gender (two male, two female). T MacMillan noted that representatives of the Langara Student Union had been consulted and had no objection to this amendment.

IT WAS MOVED by T MacMillan, seconded by M Gianacopoulos, that Education Council approve *Education Council Bylaws Amendment 13.*

MOTION CARRIED

The revised Bylaws will take effect immediately, except for Amendment 13 which will come into effect after completion of the current student election.

S Enns left the meeting at 2:18 p.m.

B) New EdCo Standing Committee

S Wiebe presented the Terms of Reference for a proposed new *Program Review Committee (PRC)* as a standing committee of Education Council. The PRC will serve in a pilot capacity from January 1, 2020 to December 31, 2021, and will be responsible for ensuring that program reviews at Langara College are conducted in accordance with *Policy F1006: Academic Program Review*.

IT WAS MOVED by N Franzova, seconded by B Cecil, that Education Council approve the creation of the *Program Review Committee* as a standing committee of Education Council.

J Smith will send revised wording for elections procedures to S Wiebe for the Terms of Reference.

MOTION CARRIED

9. FOR INFORMATION

A) Program Review at Langara College

S Wiebe presented a document that describes the current process and purpose of program review at Langara College.

B) AGC Report

D Bernaerdt reported on the meeting of the Academic Governance Council held October 7, 2019 at Okanagan College.

Discussion themes at this meeting included governance and process, including curriculum review processes, and how to improve student engagement on EdCo. Most institutions have either implemented or are currently considering various curriculum management software solutions.

IT WAS MOVED by T Lewis, seconded by M Gianacopoulos, that the AGC report be received by Education Council for information.

MOTION CARRIED

C) EDCO 101

D Bernaerdt encouraged Council members to attend the annual *EdCo 101* event being held October 29, 2019.

10. ADJOURNMENT

IT WAS MOVED by T Lewis, seconded by N Franzova, that the meeting be adjourned.

The meeting was adjourned at 2:32 p.m.