

EDUCATION COUNCIL

MINUTES OF THE MEETING HELD ON

Tuesday, November 22, 2022 at 13:00
Room B141

Membership:

Antonella Alves (Vice-Chair)
Anna Biel
Jim Bowers
Alena Buis
*Paula Burns**
Nora Franzova
Margaret Heldman
Brent Kennedy
Gerda Krause

Tanya Lewis
Jaqueline Macedo Araujo
Tess MacMillan (Chair)
Wanda Pierson
Harman Sidhu
Richard Smallboy
Susan Sverdrup-Phillips
Arman Thakur
Yusuf Varachia
Ryan Vernon
Sunita Wiebe

Resource*:

Patricia Aroca-Ouellette
Arnie Clark
Emily Scarlett
Debbie Schachter
Pauline Vallee
Pablo Vargas
Lulin Zheng

Guests*: Phuoi-Linh To

Minutes: Susan Smith

Regrets: P Burns, M Heldman, B Kennedy,
S Sverdrup-Phillips, Y Varachia, P Vargas

*non-voting
absent (ital.)

1. CALL TO ORDER / WELCOME

T MacMillan called the meeting to order at 1:00 p.m. and declared the presence of a quorum. Student representative A Thakur was welcomed as a new member of Education Council.

2. LAND ACKNOWLEDGEMENT

T MacMillan acknowledged the meeting's location on the unceded traditional territory of the Musqueam First Nation, who have given Langara College the name *snəwəyət lələm*, *house of teachings*.

3. APPROVAL OF AGENDA/CONSENT AGENDA

A) Operational changes

a) SOCIAL SERVICE WORKER – Program Change

- Certificate in Social Service Worker

The proposal restores the program's admission requirement of a minimum of 60 hours in paid or volunteer work experience related to social services. This requirement had been temporarily changed to a recommendation for 40 hours of experience due to the challenges caused by COVID; however, that short-term change was accidentally made permanent when it was later included along with other program changes that were approved in January 2022 and needs to be formally reversed.

IT WAS MOVED by T Lewis, seconded by A Alves, that the agenda/consent agenda be approved.

MOTION CARRIED

4. DISCLOSURE OF CONFLICT OF INTEREST

In accordance with the Education Council bylaws (Sec.5), Council members were provided an opportunity to declare a conflict of interest related to any item on the meeting agenda. No conflict was declared by any member in attendance.

5. APPROVAL OF MINUTES

IT WAS MOVED by W Pierson, seconded by G Krause, that the minutes of the meeting of October 18, 2022 be adopted as presented.

MOTION CARRIED

6. CURRICULUM

A) WEB and MOBILE APP DESIGN and DEVELOPMENT

a) Discontinued Program

- i) Post Degree Diploma in Web and Mobile App – Designer Stream (Work Experience)
- ii) Post Degree Diploma in Web and Mobile App – Developer Stream (Work Experience)

The Program Review Self-Study showed that only four students have graduated with these credentials between 2016 and 2020. The work experience streams are not needed as students are well prepared for employment through the other program streams, which remain active. This proposal discontinues the work experience streams effective Fall 2023.

IT WAS MOVED by A Buis, seconded by W Pierson, that the discontinuation of the *Post Degree Diploma in Web and Mobile App – Designer Stream (Work Experience)* and the *Post Degree Diploma in Web and Mobile App – Developer Stream (Work Experience)* be approved by Education Council.

MOTION CARRIED

B) MARKETING MANAGEMENT

a) Discontinued Courses

- i) MARK 5210, 5320, 5325, 5340, 5410, 5422

These courses were developed in 2010 for a post-degree certificate in Marketing but the program and courses were never offered. This proposal formally discontinues the courses.

IT WAS MOVED by A Alves, seconded by T Lewis, that the discontinuation of *MARK 5210, MARK 5320, MARK 5325, MARK 5340, MARK 5410, and MARK 5422* be approved by Education Council.

MOTION CARRIED

C) CONTINUING STUDIES

a) Program Change

- i) Certificate in Construction Standards

The revision replaces one course and increases total program hours from 449 to 473. Program learning outcomes are not changed by this revision.

IT WAS MOVED by S Wiebe, seconded by G Krause, that the curriculum revision in the *Certificate in Construction Standards* be approved by Education Council.

MOTION CARRIED

- ii) Certificate in Construction & Development

The proposal increases the number of courses from 8 to 12 and total program hours from 192 to 291. The two elective courses are moved to the list of core courses along with the addition of a course that covers the development application process. The list of elective options is also expanded.

IT WAS MOVED by A Alves, seconded by R Vernon, that the curriculum revision in the *Certificate in Construction & Development* be approved by Education Council.

MOTION CARRIED

iii) Certificate in Property Management

Curriculum changes include the addition of 3 courses which align with requirements of the BCFA licencing body, and increasing program hours from 222 to 295. One current elective is moved to the list of required courses, and 7 new courses are added to the elective list.

IT WAS MOVED by W Pierson, seconded by A Biel, that the curriculum revisions in the *Certificate in Property Management* be approved by Education Council.

MOTION CARRIED

iv) Certificate in Real Property Analyst

The proposal increases the number of courses from 8 to 10, and total program hours from 276 to 306. Elective courses that do not align with program learning outcomes are removed and other courses are added to fill identified gaps in the curriculum.

IT WAS MOVED by A Biel, seconded by R Vernon, that the curriculum revisions in the *Certificate in Real Property Analyst* be approved Education Council.

MOTION CARRIED

v) Diploma in Real Estate

The number of courses is reduced from 31 to 30, with two 12-hour courses replaced by one 36-hour course, with greater focus on energy modelling and practical application of knowledge. Total program hours are increased from 795 to 807.

IT WAS MOVED by T Lewis, seconded by J Bowers, that the revisions in the *Diploma in Real Estate* be approved by Education Council.

MOTION CARRIED

vi) Short Certificate in General Business Management

One core course and 2 electives are removed from the program, and 3 required courses are added based on market research. Total required courses will increase from 7 to 8, and total program hours increase from 192 to 219.

IT WAS MOVED by A Alves, seconded by N Franzova, that the revisions in the *Short Certificate in General Business Management* be approved by Education Council.

MOTION CARRIED

vii) Short Certificate in General Business Management – Financial Management Stream

The revisions replace 3 core courses, add 1 new core course, remove 1 elective and add 3 new elective options, with total program hours decreased from 207 to 200. The proposed changes align the program with similar offerings at other institutions.

IT WAS MOVED by W Pierson, seconded by A Thakur, that the curriculum revisions in the *Short Certificate in General Business Management – Financial Management Stream* be approved by Education Council.

MOTION CARRIED

viii) Short Certificate in Web Marketing

The proposed revisions remove 4 outdated courses from the program, and add 5 new courses. Total courses are increased from 6 to 7, and total program hours from 90 to 117.

IT WAS MOVED by J Macedo Araujo, seconded by R Vernon, that the curriculum revisions in the *Short Certificate in Web Marketing* be approved by Education Council.

MOTION CARRIED

b) Discontinued Program

i) Animal Control Basic Training Certificate

In order to meet the requirements of the Continuing Studies Credential Policy this program is being recreated as a Short Certificate while the original Certificate is discontinued.

IT WAS MOVED by A Alves, seconded by A Buis, that the discontinuation of the *Animal Control Basic Training Certificate* be approved by Education Council.

MOTION CARRIED

c) New Program

i) Short Certificate in Animal Control Basic Training

Developed in consultation with experts in animal welfare, bylaw enforcement and animal control, this program meets the need for specialized basic training in the area of animal control. The program was originally offered as a certificate program but is being reclassified as a Short Certificate in order to conform to the Continuing Studies Credentials Policy. Several courses from the original program are updated while learning outcomes remain unchanged.

IT WAS MOVED by W Pierson, seconded by J Bowers, that the new *Short Certificate in Animal Control Basic Training* be approved by Education Council.

MOTION CARRIED

7. POLICY

A) Policy Revision

a) F1007: Final Examinations

J Bowers explained that a committee had been struck to review this policy, which required substantial revision. The changes include an expanded list of exam locations, definition for the final exam schedule, slight revision to the definition of study days, and a statement in section 3.1 to clarify that the requirement for a final examination in a course is established by Education Council. Other additions include a section on mode of delivery, and the requirement that all examinable courses be included in the final examination schedule. Section 3.2 was removed as redundant, and minor language changes were made throughout the document. The related procedures document is also under revision and will be presented to Education Council for information at a later date.

IT WAS MOVED by J Bowers, seconded by W Pierson, that the revised *Policy F1007: Final Examinations* be approved by Education Council.

Discussion took place in regards to the potential scheduling of exams 7 days a week including evenings, which can affect students who need accommodations outside of regular hours as well as faculty workload. It was noted that this language already exists in the policy and is not among the changes being presented, and while Sunday exams exist as an option that allows flexibility, it is not expected to be used under normal circumstances.

A vote count was noted for the record:

In favour: 7

Opposed: 3

Abstentions: 3

MOTION CARRIED

T MacMillan noted the possibility of a cancelled meeting in December and this being the last meeting for J Bowers who was thanked for his contributions to Council.

8. ADJOURNMENT

IT WAS MOVED by T Lewis, seconded by W Pierson, that the meeting be adjourned.

MOTION CARRIED

The meeting was adjourned at 1:32 p.m.