

**Okanagan College Education Council
Minutes of Thursday, November 2, 2017 4:00 pm
Room S103B Student Services Boardroom – Kelowna Campus**

Approved

Present: N deMelo, W Gillett, J Hamilton at 4:55, A Hay, R Johanson, F Kelly, D Marques, J Muskens, N Nesbitt by phone, C Newitt, N Noble-Hearle by phone, A Pope, R Sawatzky, R Tyner, D Warren, T Walters, P Wetterstrand

Regrets: G Bede

Absent: D Silvestrone, G Morgan

Guests: R Huxtable, L Kraft, K Langedyk

Recorder: D Crommer

1. Determination of Quorum and Call to Order

C Newitt called the meeting to order at 4:06 pm

2. Adoption of the Agenda

Motion: A Hay/N deMelo

“That Education Council approves the agenda as presented.”

- Remove the ESL schedule at request of Dean.

Carried as revised

3. Approval of the Minutes

3.1 Approval of the minutes of the October 5, 2017 Education Council meeting as presented.

Motion: D Marques/D Warren

“That Education Council approves the minutes of the October 5, 2017 Education Council meeting as presented.”

Carried

4. Business Arising

5. New Business

5.1 Curriculum recommended by the CPRC - AFP

a. Course revision – COST 060 Computer Studies 060

Motion: R Tyner/A Hay

“That Education Council approves the course revision: COST 060 Computer Studies 060 as recommended by the CPRC - AFP.”

- R Huxtable advised the content and description are related to articulation for ABE courses. Change in curriculum for grades 10, 11 and 12 are not matched to ABE courses on a course for course basis

- Students enter this course through individual interviews.

- Add comma after 'meaningful' in last sentence our course description.

Carried

b. Course revision – MATH 012 Mathematics 012

Motion: A Pope/P Wetterstrand

“That Education Council approves the course revision: MATH 012 Mathematics 012 as recommended by the CPRC - AFP.”

- There is no content change, just a description change and the rationale speaks to the need for a revision.

Carried

- c. Course revision – CHEM 012 Chemistry 012

Motion: T Walters/R Sawatzky

“That Education Council approves the course revision: CHEM 012 Chemistry 012 as recommended by the CPRC - AFP.”

- Another housekeeping change resulting from articulation to update the description.

Carried

- d. Course revision – PHYS 012 Physics 012

Motion: R Johanson/D Marques

“That Education Council approves the course revision: PHYS 012 Physics 012 as recommended by the CPRC - AFP.”

- This revision is also result of articulation and the need is to update the description.

Carried

- e. New course – PSYC 012 Psychology 012

Motion: R Tyner/N deMelo

“That Education Council approves the new course: PSYC 012 Psychology 012 as recommended by the CPRC - AFP.”

- R Huxtable advised this was debated at the CPRC – AFP chairs level. Psychology is not a teachable area in the secondary school system and psychology is a very regulated area. The use of psychologists is very restrictive. High school Psychology teachers do not usually have a psychology background.
- He added the issues around this course are sectoral and the course does have support of the Dean. R Huxtable noted that the issue of psychology being taught at the high school level is a national debate.
- A member noted that the calendar description is unusually detailed. R Huxtable advised this is because of the controversy of the subject area. This description sounds more rigorous than a first year course. This is a provincially articulated course description.

Carried

5.2 Curriculum recommended by the CPRC – STH

- a. Course revision – COSC 040 Advanced Database Management Systems

Motion: D Warren/N deMelo

“That Education Council approves the course revision: COSC 404 Advanced Database Management Systems as recommended by the CPRC – STH.”

- To remove COSC 226 as a prerequisite as the course is no longer offered.

Carried

- b. Course revision – COSC 471 Software Engineering Project

Motion: D Warren/A Hay

“That Education Council approves the course revision: COSC 471 Software Engineering Project as recommended by the CPRC – STH.”

- To remove COSC 310 as a prerequisite as the course no longer exists.

Carried

- c. Course revision – CIEN 133 Concrete Technology

Motion: R Tyner/N deMelo

“That Education Council approves the course revision: CIEN 133 Concrete Technology as recommended by the CPRC – STH.”

- K Langedyk advised the revision is to increase the lab hours from two to three hours. Instructors are pre-prepping and running overtime for labs. This was not an issue if the lab was at end of day. This revision will also facilitate longer field trips.

Carried

- d. Course revision – CIEN 143 Highway Material Testing I

Motion: N deMelo/D Warren

“That Education Council approves the course revision: CIEN 143 Highway Material Testing I as recommended by the CPRC – STH.”

- The revision is also to increase lab hours and for the same reasons. This will allow the class to be more student focused.

Carried

- e. Course revision – CIEN 235 Municipal Design

Motion: D Warren/A Pope

“That Education Council approves the course revision: CIEN 235 Municipal Design as recommended by the CPRC – STH.”

- This revision is similar to previous revisions. This is a computer based lab course and does include field trips. It has been determined that the time allotted for the class is not adequate. Increasing the lab hours will make the class more student focused and this will allow more time for students to deal with issues in class.

Carried

- f. Course revision – CIEN 236 Highway Materials Testing II

Motion: N deMelo/D Warren

“That Education Council approves the course revision: CIEN 236 Highway Materials Testing II as recommended by the CPRC – STH.”

- This revision is similar to the previous revisions except the lecture time is being decreased and the lab time increased. The lab classes will be more student focused.

Carried

- g. Program revision – Civil Engineering Technology Diploma

Motion: D Warren/P Wetterstrand

“That Education Council approves the program revision: Civil ‘Engineering Technology Diploma as recommended by the CPRC – STH.”

- The motion includes the elimination of the footnotes at end of program description in the calendar. This has been confusing for students and only one student has used these prerequisite options in 11 years.
- In the prerequisites box on handwritten page 18, complete the portion of the last line to read as **...CIEN 245).**

Carried

- h. New course – ANIM 101 Co-op work Term

Motion: D Warren/D Marques

“That Education Council approves the new course: ANIM 101 Co-op Work Term as recommended by the CPRC – STH.”

- AT the request of industry, a co-op work term is being added to the animation program. The optional co-op will be offered during the summer months (May – August) between first and second year.

Carried

- i. Program revision – Animation Diploma

Motion: D Warren/N deMelo

“That Education Council approves program revision: Animation Diploma as recommended by the CPRC – STH

- The co-op course is being added to the program as an optional course.
- A member noted the program is not included and there should be a notation that the co-op course is not mandatory. There was a brief discussion regarding the fact that a copy of the program outline was not included.
Motion: N deMelo/D Warren
 "That Education Council refer back the Animation Diploma program revision and request that a revised program outline be included in the information presented to Education Council".
Carried to refer back

5.3 2018 – 2019 Academic Schedules

- a. English as a Second Language 2018 – 2019 schedule
Withdrawn prior to the meeting
 "That Education Council approves the English as a Second Language 2018 – 2019 Schedule as presented for recommendation to the Board."
 - Removed from agenda at request of Dean's office
- b. Office Administration
Motion: N deMelo/R Johanson
 "That Education Council approves the Office Administration 2018 – 2019 Schedule as presented for recommendation to the Board."
 - A member noted that classes are scheduled to start on Wednesday, January 2, 2019 meaning that students would have to travel on January 1st to be back for classes. The member also noted that Academic classes are scheduled to start on the following Monday. J Muskens clarified that it is not unusual for these classes to have a different start date in order to meet the total days/hours for the program.
Carried
- c. Health and Social Development schedule
Motion: R Tyner/N deMelo
 "That Education Council approves the following Health and Social Development 2018 – 2019 Schedules: Therapist Assistant diploma, Certified Dental Assistant and Health Care Assistant Certificate as presented for recommendation to the Board."
 - A member noted there is a possibility that Family Day could change that that would impact all schedules.
Carried
- d. Adult Special Education 2018 – 2019 schedule
Motion: N deMelo/R Johanson
 "That Education Council approves the Adult Special Education 2018 – 2019 Schedule as presented for recommendation to the Board."
Carried

5.4 Standing Committee Reports

- a. Operations Committee
 - C Newitt advised that committee has not met since the last Education Council meeting.
- b. ARP Committee
 - J Muskens advised that a committee is very close to having the final draft completed on the Academic Integrity Policy. She is hoping it will be ready for Education Council to review at either the December or January meeting.
- c. CCC Committee

- C Newitt advised the committee is looking at getting to point where regular meetings can be scheduled.
- d. Tributes Committee
- C Newitt advised this will be dealt with during the in camera session.

5.5 In camera session

Motion: N deMelo/T Walters

“That Education Council move in camera.”

Carried

- C Newitt reviewed the information on slides for those attending the meeting by phone. There was a discussion about the nominees.
- A member advised she is supportive of the first nominee on the list.
- A member questioned the timing adding it feels a bit like a rubber stamp process as there are concerns with one nominee.
- J Hamilton advised that Education Council needs to take the time it requires to deal with this and if a special meeting is needed so be it. He provided a bit of additional information on the one candidate.
- Additional details and the motion are included in the confidential Tributes minutes associated with this meeting.

Motion: N deMelo/A Hay

“That Education Council move out of in camera.”

Carried

6. Reports

6.1 Council Chair’s Report –

- C Newitt advised there will be another by-election for two faculty seats on Education Council. We are looking for a faculty representative from each the North and South Okanagan as well as a student representative from the South Okanagan.
- He attended the AGC (Academic Governance Council) meeting and noted there was good representation from the colleges. Forms were the biggest criticism at AGC as well as at the OC retreat. Douglas College has moved towards digital forms where everything is done online with curriculum development software. Forms are searchable online for comments made at various levels of discussion/review. VCC also uses online forms and NWCC is purchasing the software.
- Also discussed were the K – 12 changes and how it will affect Ed Council. This is going create some work for Ed Councils.
- Indigenization a big issue and some institutions are much further along in the process with how initiatives influence Ed Councils.
- Process issue – can Program Deans’ veto curriculum before it goes to curriculum committees. A question was raised regarding whether a Deans’ signature was approval of a program or indication that a proper review process has taken place. This seems to be an issue for one institution.
- The last issue at AGC was regarding CPRC structures. We see a proposal but are unaware of any discussion that took place at the CPRC level. At one institution, the CPRC chairs are EdCo members and receive release time and are expected to provide an executive summary for Ed Council. Another institution has the EdCo vice chair as the rep to all CPRC’s.
- C Newitt advised e wants to form a committee to review CPRC structure. Please email C Newitt if you are interested in serving on this committee.

- J Muskens added that when she was at the Banner conference she saw a demo of curriculum development software and it looked good. She added digital forms will be common in the future.

6.2 President & Vice-President Education Report – A Hay

- A Hay written report provided at the table.
- He advised the Diploma for Collision Repair has been posted on PSIPS.
- With regard to the K – 12 changes, A Hay advised that the government announced a delay in the implementation for grades 11 and 12 by one year. He added that OC has engaged the services of J Brooks to do work on these changes.
- The Quality Assurance process took place last week and looks good.
- A Hay acknowledged R Huxtable and the several years he spent on Education Council. Rob's time on Education Council includes working on the Ministry committee many years ago that helped establish Education Councils in the BC college system.
- J Hamilton added that OC recently had visits from a couple of experts on indigenization. Dr. G Smith visited OC and is working with other institutions in BC. Tosh Southwick from Yukon College also visited OC and talked about the large financial award they received for a college in Canada that leads in indigenization.
- He advised that OC had a visit from Rick Glumac, the Parliamentary Secretary for Technology along with the Executive Secretary for Technology. He added it was a positive visit with a good level of enthusiasm.

6.3 Registrar's Report –

- J Muskens advised that applications opened on November 1st for programs that start in September 2018.
- She will be attending a meeting on November 29th regarding admissions and changes for the K – 12 system. She added that a Ministry representative will be in attendance.

6.4 Board of Governor's Report –

- J Hamilton reported on behalf of Board that they had a great working session. The first part was with Tosh Southwick on indigenization and second part of the session was on internationalization. He added it was a very good process

7. Date, Time of Next Regular Meeting – Thursday, December 7, 2017

8. Deadline for Agenda Items – Wednesday, November 22, 2017

9. Adjournment at 6:30 pm