

**Okanagan College Education Council
Minutes of Thursday, November 1, 2018 4:00 pm
Room S 103B Student Services Boardroom – Kelowna Campus**

Draft

Present: A Hay, R Johanson, D Marques, C Newitt, R Tyner, R Alejandre, N Bowman (at 5:56), K Douglas, R Sawatzky (at 4:04), W Gillett, T Walters, N Davis (at 4:09), J Muskens, A Krebs, D Freeman, N Lee-Ran, C Farrow

Regrets: J Hamilton, A Pope, D Silvestrone

Absent:

Guests: R Huxtable, M Heinrichs, M Kline, W Van Damme, A O'Neill, Y Moritz, A Rice

Recorder: M Welsh

1. Determination of Quorum and Call to Order
C Newitt called the meeting to order at 4:00 pm

2. Adoption of the Agenda

Motion: R Johanson/ T Walters

That Education Council approves the agenda as presented.

- Items 5.2a and b have been pulled from the agenda. The dual credit agreements were missing language around inclusivity.

Carried

3. Approval of the Minutes

Motion: A Krebs/ K Douglas

That Education Council approves the minutes of the October 4, 2018 Education Council meeting as presented.

- There is a typo under item 6.1. "...do to..." should read "...*due* to..."

Carried

4. Business Arising

5. New Business

5.1 CPRC – AFP Curriculum

a. New course: GEOG 255 Geography of Beer

Motion: T Walters/ R Alejandre

That Education Council approves the new course: GEOG 255 Geography of Beer as recommended by the CPRC – AFP.

- M Heinrichs explained that there was a call to propose second year geography courses for the Vernon campus that would be interesting to students. GEOG 255 was inspired by Geography of Wine. The course is experiential and students will be visiting places related to consumption and production.
- R Huxtable noted that this course proposal has seen significant improvements after issues at CPRC – AFP. One of the issues CPRC – AFP had was with the potential for the consumption of alcohol. Members did not believe students should be consuming alcohol during class time. There was also a discussion on the age of students as there was no identification of an age requirement, as pubs are included

on the list of experiential learning locations. Members also wanted to see more of a focus on geography rather than just the consumption of beer. For students who, for whatever reason, could not or did not wish to attend the experiential learning lectures, members proposed an alternative assignment to accommodate these students.

- A member questioned the mention of the WCTU in the rationale. M Heinrichs advised that this is the Women's Christian Temperance Unit, a profound force in the prohibition era.
- J Muskens wondered how students would be traveling for the experiential learning lectures and whether it was the students' responsibility to get there themselves. R Huxtable noted that yes, it was students' responsibility to travel to and from the locations. J Muskens suggested making this clearer for students, so they can prepare accordingly for travel.
- C Newitt questioned who was then responsible for students drinking and driving.
- R Huxtable noted that the Geography department has a college vehicle for the purpose of field experience. It will depend on the number of students registered in the course and the lecturer's driver's licence as to whether the vehicle could be used.
- R Huxtable added that he was concerned with the issue of the age of students and consumption of alcohol. He believed there should be a statement regarding alcohol consumption in the calendar description.
- A member questioned if students would be participating in tastings. M Heinrichs advised that this was not the case. The member agreed that this should be stated in the calendar description. M Heinrichs added that it was not his intent for students to drink, however, he does not want to outright forbid it as that would mean the teacher would be policing students. The Geography of Wine encourages students to partake in tastings if they feel like it. He would prefer to keep the calendar description neutral.
- R Huxtable wanted to encourage Education Council to include a statement in the course description disallowing the consumption of alcohol.
- A member disagreed with R Huxtable and did not believe there should be any locking language preventing consumption of alcohol in the calendar description. He thought the course sounded great and it did not make sense to teach about beer while forbidding students from tasting it.
- Another member questioned where the College's responsibility ended, in the event that students chose to stay behind at the brewery or pub to have a few drinks. He was concerned at the idea. R Huxtable shared this concern.
- A member noted that there should be no issue unless a student did something inappropriate. This is no different than a student mixing unknown chemicals in a chemistry course. It is the responsibility of the instructor to make the situation safe. Since drinking is not part of GEOG 255, there is no issue from a policy perspective. Students cannot violate classroom safety standards during class time, but afterwards it is up to them.
- R Huxtable noted that a sentence to this effect was present in the course outline, but course outlines can change over the years. What is important is the calendar description. He wanted students to be aware of the policies of the course to avoid "tricking" them after they enroll.
- A member again questioned students needing to drive themselves for the experiential learning lectures. M Heinrichs noted that for an EESC trip to a sewage lab in Vernon, students carpooled and found their own transportation with no issue. With his experience, students tend to self organize. He did not see students' ability to find transportation as being an issue for this course.
- J Muskens noted her personal experience with adjudicating grade appeals. The more information a student has prior to entering a course, the better. If students are being assessed for their participation in the field trips, she believes the course should make it clear that students will have to find their own form of transportation. Students will think it is unfair to lose marks just because they could not find a ride and they did not

know it was required for the course. If students were not being marked on their participation in the trips, this would not be an issue. That they are being graded, matters and it is important to be upfront.

- A member noted that it was not unusual for geography courses to require students to travel. R Huxtable added that excursions are prevalent in geography courses, although some excursions are simply on campus.
- A member noted that by reading the calendar description alone, nothing in it suggests that there are excursions. The calendar description reads as a theoretical course. If Education Council were not provided a course outline, there would be no debate. He saw disconnect between the calendar description and the course outline.
- **Motion:** W Gillett/ R Tyner

That the calendar description for GEOG 255 Geography of Beer be amended to include a statement on the consumption of alcohol.

- A member noted that by including this language in the calendar description, all faculty members who ever teach the course are then locked in to that manner of teaching. He did not see this as a benefit. There are already policies in place preventing students who are too young from drinking. He is not sure of the rationale behind forbidding students from tasting beer in a course about beer. He opposes this motion.
- R Huxtable advised that he was not aware of any policies to control a student's behaviour off campus.
- A member read an excerpt from the Colleges' Alcohol – Serving and Consumption of Alcohol policy. It read that for an event not on OC premises, the person organizing the function has the responsibility for ensuring participants do not consume excessive amounts of alcohol and that alternative means of transportation should be provided or a designated driver should be appointed.
- A Hay noted that it is not a hardship to put this is calendar language. It is important for students to understand what they are getting in to.

Motion opposed with two in favour.

- **Motion:** K Douglas/ R Tyner

That the calendar description for GEOG 255 Geography of Beer include a statement reading, "travel within the region may be required as part of the course".

Carried.

- A member noted that he has no problem approving a course in which no alcohol consumption will occur and if that were to change in the future, he would want to see a course revision. He has no issue with the course as it sits.
- Another member noted that this was not his understanding. Education Council is approving the course description and the outline is only serving as an example. There is nothing in the course description that prohibits drinking. If a student over the age of 19 wanted to partake in tasting, unless the course description was changed, he does not see why these students would not be able to. There is no policy to prohibit this.
- The previous member clarified that he had been assured from M Heinrichs that there will be no consumption of alcohol.
- R Huxtable noted that whether students be allowed to drink in GEOG 255 was a long discussion at CPRC – AFP.
- A member noted that Education Council has spent a long time discussing this proposal already and members were becoming confused. He suggested the council send the proposal back to the CPRC – AFP.
- **Motion:** W Gillett/ T Walters

The Education Council sends the new course proposal: GEOG 255 Geography of Beer back to the CPRC – AFP

Carried.

5.2 CPRC – STH Curriculum

a. **New program: Blockchain Certificate**

Motion: R Alejandre/ R Johanson

That Education Council approves the new program: Blockchain Certificate as recommended by the CPRC – STH.

- W Van Damme described Blockchain as the internet to the world of commerce. It is money, digitized. It is the road system that allows for the exchange of cryptocurrency.
- The issue is there are not enough people who know about Blockchain to get it where it needs to be.
- M Kline noted that the Certificate will be online. It is an introductory class only and not recommended for developers or coders.
- A member questioned whether 50% in Math 10 was sufficient to understand Blockchain. M Kline assured that it was sufficient, as students will not be learning programming, but concepts and uses for Blockchain. It is the safest database available right now and is growing in popularity.
- A member noted that this is a great program and Blockchain applications are more and more relevant in business.
- A member questioned why the admission requirements allowed for high school graduation or for a student to be 19 years of age. M Kline advised that this was mature student status and most Continuing Studies programs include this wording. J Muskens added that students will still need to meet the English and Math requirement, they are just waiving the necessity for having graduated.
- A member noted the wording for the Math admission requirements was confusing. Students can take MATH 070 or both of MATH 071 and MATH 072 to meet the requirement.
- M Kline clarified that the Blockchain Professional exam is an external examination. This certificate would qualify students to take the exam.

Carried

b. **Course revision: WET 120 Chlorination**

Motion: R Tyner/ A Krebs

That Education Council approves the course revision: WET 120 Chlorination as recommended by the CPRC – STH.

- A O'Neill advised that the change is straightforward. The title is changing as the course is not just about chlorination anymore, but includes UV and chlorine manufacturing for other purposes.

Carried

c. **Course revision: WET 202 WET Capstone Project**

Motion: T Walters/ N Davis

That Education Council approves the course revision: WET 202 WET Capstone Project as recommended by the CPRC – STH.

- A O'Neill explained that at some point, an error regarding prerequisites was made in the calendar. This change will fix this.

Carried

d. **Course revision: WET 225 Computer Applications for WET**

Motion: R Johanson/ D Marques

That Education Council approves the course revision: WET 225 Computer Applications for WET as recommended by the CPRC – STH.

- A O'Neill advised that as WET 202 and WET 225 are concurrent, the prerequisites must be the same.

Carried

e. Course revision: WET 226

Advanced Wastewater Treatment

Motion: A Hay/ A Krebs

That Education Council approves the course revision: WET 226 Advanced Wastewater Treatment as recommended by the CPRC – STH.

- A O'Neill explained the change in title was to better reflect the content. Historically, there was a difference between the treatment of wastewater and drinking water. Now, there are advanced treatments for both. The description and prerequisites are updating as well to remove the focus on wastewater.

Carried

f. Course deletion: WET 240

Directed Studies in WET

Motion: R Johanson/ R Alejandre

That Education Council approves the course deletion: WET 240 Directed Studies in WET as recommended by the CPRC – STH.

- This course is no longer needed with WET 202 WET Capstone Project.

Carried

g. Program revision: Water Engineering Technology

Motion: R Tyner/ T Walters

That Education Council approves the program revision: Water Engineering Technology as recommended by the CPRC – STH.

- This change is to begin the process of the reintegration of the two separate streams. Currently students take a common first year curriculum and the separate into either environmental or wastewater in their second year. The new trend in the industry is that one cannot separate water in natural and built environments. For example, wastewater treatments must work with the Ministry of Environment. There is no separation anymore. More revisions to this effect will be seen in the coming months.
- This change will remove the geography requirements for EMT students to address the lack of training in treatment technologies.
- WET 240 will also be removed from the list of options for students in EMT.

Carried

5.3 CPRC – BUS Curriculum

a. Course revision: BUAD 215

Business Administration

Motion: K Douglas/ N Davis

That Education Council approves the course revision: BUAD 215 Business Administration as recommended by the CPRC – BUS.

- A Rice explained that due to the timing of topics in BUAD 111 and BUAD 215, the courses can be taken concurrently.
- A member noted a typo in the course title.

Carried

b. Course revision: BUAD 269

Human Resources Management

Motion: R Alejandre/ A Krebs

That Education Council approves the course revision: BUAD 269 Human Resources Management as recommended by the CPRC – BUS.

- Students will be more successful in BUAD 269 having BUAD 123 as a prerequisite.

Carried

c. Program revision: Post- Diploma Certificate in Business Administration

Motion: R Tynes/ D Marques

That Education Council approves the program revision: Post – Diploma Certificate in Business Administration as recommended by the CPRC – BUS.

- W Gillett explained that this program was designed to give OC business diploma students an additional area of expertise. However, it is being used by other students in a way it was not designed. The department wants to restrict entrance into the program. This was always the intent, although the admission requirements did not state this explicitly.
- A member questioned how international students were using the program, as mentioned in the rationale. J Muskens explained that in order for international students to immigrate to Canada, they must graduate with a diploma. They are assuming they can take this certificate to fulfill that immigration requirement. This is not what the program is intended for. There has been much confusion to this effect. International students who have already graduated from OC can take the program, but it is not meant as an initial application.

Carried with one opposition.

Break for dinner at 5:26 pm.

Resume proceedings at 5:54 pm.

A Rice gave a brief description of the new Tourism Management Diploma as a whole. The purpose of the program is to offer students a tourism specific diploma in order for them to compete in the tourism industry. The new TOUR course code is meant to differentiate the courses from BUAD specific courses and make things clearer for students. A for-credit co – op is also being offered as part of the program and is different than what is being offered by the co – op department. The focus of the co – op is academic and students will be supervised by a faculty member. The tourism industry was very keen to place the prospective students.

- A member questioned if the co – op would be held over the summer. A Rice clarified that it would depend on where the program was being offered and when the peak tourism period is.
- A member was concerned that some of the new courses were very similar to existing BUAD courses. He wondered why the department would go to the trouble of creating parallel courses. He wondered why the diploma could not be created using existing courses. A Rice explained that there was content in the existing BUAD courses that was not relevant for tourism students and the new courses will have more of a focus on tourism specific curriculum.
- The member felt that these differences could be addressed through course outlines as the course descriptions for the BUAD courses are quite general. A Rice explained the importance of having a course to specifically meet tourism students' needs. He explained that while the content of the TOUR and BUAD courses are similar, the focus is dramatically different. Students and the tourism industry are demanding tourism specific courses. W Gillett added that the Tourism Management Diploma is the only sector specific program in the Business department. The courses are designed in the context of the tourism industry. The BUAD courses are too broad for tourism students.
- A member questioned if Business students decide to transfer into the Tourism Management Diploma, could they use the parallel BUAD courses for credit. A Rice advised that this would be acceptable.

- d. New course: TOUR 105 Introduction to Tourism**
Motion: R Johanson/ R Alejandre
That Education Council approves the new course: TOUR 105 Introduction to Tourism as recommended by the CPRC – BUS.
- B Gillett explained that this course is similar to BUAD 206. Due to an issue with cross-listing 1XX and 2XX level courses, BUAD 206 will be deleted.
Carried
- e. New course: TOUR 130 Tourism Marketing**
Motion: R Johanson/ N Davis
That Education Council approves the new course: TOUR 130 Tourism Marketing as recommended by the CPRC – BUS.
- W Gillett explained that the course is Tourism Marketing and is not identical to BUAD 116, although it covers a similar area of basic marketing concepts. The courses are similar enough that students cannot take both.
- A member questioned if BUAD 116 would continue to exist once TOUR 130 was approved. B Gillett confirmed that BUAD 116 would continue as it is a required course for business students.
Carried
- f. New course: TOUR 200 Tourism CO- OP**
Motion: R Tyner/ A Krebs
That Education Council approves the new course: TOUR 200 Tourism CO-OP as recommended by the CPRC – BUS.
- W Gillett explained that while not a traditional co – op, it will be called as such because that is the language the industry demands. TOUR 200 is more of an experiential learning course. Students will be working under the supervision of a faculty member. They will be working with companies in various aspects to learn how the company operates, as opposed to working at a single job. Students will be required to complete academically appropriate course work to reflect on their posting. TOUR 200 will give students working exposure in the industry.
- As students are paid for the co – op, a member wondered if international students could participate. W Gillett advised that students can apply for a co – op visa. The business department will work with students on this as there is anticipated high interest from international students.
Carried
- g. New course: TOUR 209 Tourism Law**
Motion: R Alejandre/ K Douglas
That Education Council approves the new course: TOUR 209 Tourism Law as recommended by the CPRC – BUS.
- This course is similar to BUAD 209, but will be taught in the specific context of the tourism industry.
- A member wondered why a second year course would not have any prerequisites. B Gillett advised that since there are no prerequisites for BUAD 209, there will be none for TOUR 209.
Carried
- h. New course: TOUR 215 Restaurant Management**
Motion: R Johanson/ D Marques
That Education Council approves the new course: TOUR 215 Restaurant Management as recommended by the CPRC – BUS.
- W Gillett explained that this is cross-listed with BUAD 215, which is the tourism specialty course for the business program.
- **Motion: R Tyner/ R Johanson**

That "This course is also offered as BUAD 215" be added to the course description for the new course: TOUR 215 Restaurant management.

Carried

- A member noticed that students may be required to pay for site visits or fieldtrips. He wondered if this should be noted in the outline. W Gillett assured that the travel requirements are not onerous.

Carried

i. New course: TOUR 220 Hotel Management

Motion: A Krebs/ R Johanson

That Education Council approves the new course: TOUR 220 Hotel Management as recommended by the CPRC – BUS.

- As above.
- **Motion:** R Tyner/ R Johanson
That "This course is also offered as BUAD 220" be added to the course description for the new course: TOUR 220 Hotel Management.

Carried

Carried

j. New course: TOUR 230 Wine and Culinary Tourism

Motion: R Tyner/ A Krebs

That Education Council approves the new course: TOUR 230 Wine and Culinary Tourism as recommended by the CPRC – BUS.

- This course is cross-listed with BUAD 230.
- **Motion:** R Tyner/ T Walters
That "This course is also offered as BUAD 230" be added to the course description for the new course: TOUR 230 Wine and Culinary Tourism.

Carried

Carried

k. New course: TOUR 240 Services Design For Tourism

Motion: N Lee- Ran/ N Davis

That Education Council approves the new course: TOUR 240 Services Design For Tourism as recommended by the CPRC – BUS.

- This course is substantially different from BUAD 336 Services Design. This new course fits well with the Tourism Management Diploma and the expectations of the industry as to what students should know.

Carried

l. New course: TOUR 299 Conventions Management

Motion: R Sawatzky/ R Johanson

That Education Council approves the new course: TOUR 299 Conventions Management as recommended by the CPRC – BUS.

- **Motion:** R Tyner/ R Johanson
That "This course is also offered as BUAD 299" be added to the course description for the new course: TOUR 200 Conventions Management.

Carried

Carried

m. New program: Tourism Management Diploma

Motion: N Lee- Ran/ R Sawatzky

That Education Council approves the new program: Tourism Management Diploma as recommended by the CPRC – BUS.

- W Gillett noted the mix of traditional BUAD courses and new TOUR courses on the program outline.

- A member questioned if the future intention was to turn this diploma into a full degree. W Gillett advised that this was not the intention at this time.
 - J Muskens rewrote the program description using more general calendar language.
 - **Motion:** J Muskens/ R Tyner
That the description for the new program: Tourism Management Diploma be amended to reflect more general language.
- Carried**
- A member questioned whether the math requirements were sufficient enough for students to succeed in the program. W Gillett was reluctant to make any changes without broader discussion with the business department. This might be adjusted at future meetings as a program revision.

Carried

Course deletion: BUAD 206

The Business of Tourism

Motion: R Johanson/ R Alejandre

That Education Council approves the course deletion: BUAD 206 The Business of Tourism as recommended by the CPRC – BUS.

- This course deletion will fix the issue of cross- listing with TOUR 105.

Carried

5.4 K – 12 Entrance Requirements

A Hay explained the BC public school system was experiencing significant curriculum changes, to the point where the College must adjust its entrance requirements. The new math and science requirements are fairly straightforward, while the English is murkier. Until students who have experienced these curriculum changes arrive at the College, there is no way to predict what they will be like. These students will be assessed when they enter the College. A Hay noted that these motions will not delete any entrance requirements, but simply add new ones.

Grades 10, 11, and 12 Mathematics Courses

Motion: Relan Nicole

For the following cases in the OC Calendar, both for program admission requirements and for course prerequisites:

- Where “Apprenticeship and Workplace Math 10”, “Apprenticeship and Workplace Math Grade 10”, Apprenticeship and Workplace Mathematics 10” or “Apprenticeship and Workplace Mathematics Grade 10” are noted, add “Workplace Mathematics 10” as acceptable at the same noted minimum grade.
- Where “Apprenticeship and Workplace Math 11”, “Apprenticeship and Workplace Math Grade 11”, Apprenticeship and Workplace Mathematics 11” or “Apprenticeship and Workplace Mathematics Grade 11” are noted, add “Workplace Mathematics 11” as acceptable at the same noted minimum grade, except for Electrician Pre-Apprenticeship.
- Where “Apprenticeship and Workplace Math 12”, “Apprenticeship and Workplace Math Grade 12”, Apprenticeship and Workplace Mathematics 12” or “Apprenticeship and Workplace Mathematics Grade 12” are noted, add “Apprenticeship 12” as acceptable at the same noted minimum grade. In addition for Electrician Pre-Apprenticeship add “Apprenticeship Mathematics 12 with a minimum grade of 67%”, and for Welding Foundation Certificate add “Apprenticeship Mathematics 12 with a minimum grade of 50%”.
- A Hay explained that the public school system assessed the math curriculum, they felt they wanted something more.
- A member noted a typo in the motion. In the third paragraph, “Apprenticeship 12” should read “Apprenticeship Mathematics 12”.

Carried

Grades 11 and 12 Science and Other Courses

Motion: K Douglas/ R Johanson1

For the following cases in the OC Calendar, both for program admission requirements and for course prerequisites:

- Where “Applications of Physics 11” is noted, add “Physics 11” as acceptable at the same -noted minimum grade.
- Where “Applications of Physics 12” is noted, add “Physics 12” as acceptable at the same noted minimum grade.
- Where “Biology 11” is noted, add “Life Sciences 11” as acceptable at the same noted minimum grade.
- Where “Biology 12” is noted, add “Anatomy and Physiology 12” as acceptable at the same noted minimum grade.
- Where “Human Service 12” is noted, add “Child Development and Caregiving 12” as acceptable at the same noted minimum grade.

- A Hay noted that many science courses would be changing name to better align with the curriculum taught in each course.

Carried

Grades 10, 11, 12 English Courses

Motion: A Krebs/ R Johanson

For the following cases in the OC Calendar, both for program admission requirements and for course prerequisites:

- Where “English 10” is noted, add “any two of: Composition 10, Creative Writing 10, Literary Studies 10, New Media 10, and Spoken Language 10” as acceptable at the same noted minimum grade.
- Where “English First Peoples 10” is noted, add “any two of: EFP Writing 10, EFP Literary Studies 10, EFP New Media 10, and EFP Spoken Language 10” as acceptable at the same noted minimum grade.
Note: The new grade 10 courses are only two credits each. The current grade 10 course is four credits so two courses are required to meet the requirement.
- Where “English 11” is noted, add “Composition 11”, “Creative Writing 11”, “Literary Studies 11”, “New Media 11” and “Spoken Language 11” as acceptable at the same noted minimum grade.
- Where “English First Peoples 11” is noted, add “EFP Literary Studies and Writing 11”, “EFP Literary Studies and New Media 11” and “EFP Literary Studies and Spoken Language 11” as acceptable at the same noted minimum grade.
- -Where “English 12” is noted, add “English Studies 12” as acceptable at the same noted minimum grade.
- Where “English Literature 12” is noted, add “Literary Studies 12” as acceptable at the same noted minimum grade.

- Grade 10 students will need to take two English courses to have the correct number of credits.
- There are many options for English entrance requirements at this point as the College believes it wise not to limit the students. This requirement may be adjusted in the future if the College finds students are not sufficiently prepared for their college courses.
- A member noted that he was not impressed with the new English options for grades 10, 11, and 12.

Carried

5.5 Standing Committee reports

a. Operations Committee

- The Operations Committee met on October 30, 2018 to approve candidates for graduation and to appoint a new member to the ARP program. This will come to Education Council in December.
- The Operations Committee is short one member. Those interested in joining the committee should contact C Newitt or M Welsh.

b. ARP Committee

- There is a vacancy for an Education Council voting member for the ARP Committee. Any members interested should contact C Newitt or M Welsh.

h. CCC Committee

- Not yet met.

i. Tributes Committee

- The Tributes Committee will meet November 14, 2018 to discuss honorary fellows.

T Walters left at 7:07 pm.

6. Reports

6.1 Council Chair's Report – C Newitt

- C Newitt noted that it was J Musken's last meeting. He thanked Jane for her work.

6.2 President & Vice-President Education Report – A Hay

- A Hay noted that the College is ahead of other institutions in approving the new K to 12 entrance requirements.

6.3 Registrar's Report – J Muskens

- J Muskens noted that the exam schedule is now published. There was a learning curve to the new software and this is why the schedule is late.
- She added that a new student appeal policy should be expected at ARP and Education Council within the coming months.

6.4 Board of Governor's Report –

- N/A

5 **Date, Time of Next Regular Meeting** – Thursday, December 6, 2018 at 4:00

6 **Deadline for Agenda Items** – Wednesday, November 21, 2018

9. **Adjournment** at 7:11 pm.