

**Okanagan College Education Council
Minutes of Thursday, December 6, 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 4:08), K Douglas, W Gillett, T Walters, A Krebs, D Freeman, N Lee-Ran, C Farrow, A Lang, A Pope, D Silvestrone

Regrets: J Hamilton, R Sawatzky, N Davis

Absent:

Guests: A Hickey, R Huxtable, C Bransfield, L Lermer, R Stutz, S Bailey, L Kraft

Recorder: M Welsh

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

2. Adoption of the Agenda

Motion: R Johanson/ D Silvestrone

That Education Council approves the agenda as presented.

- Item 5.4 has been withdrawn from the agenda and should be expected at the January 2019 Education Council meeting.

Carried

3. Approval of the Minutes

Motion: D Marques/ K Douglas

That Education Council approves the minutes of the November 1, 2018 Education Council meeting as presented.

Carried

4. Business Arising

5. New Business

5.1 CPRC – AFP Curriculum

a. **New course: CMNS 102**

Communications for Viticulture

Motion: R Johanson/ A Krebs

That Education Council approves the new course: CMNS 102 Communications for Viticulture as recommended by the CPRC – AFP.

- R Huxtable explained that this course was developed at the request of the Viticulture department. It provides the context necessary for students to be able to write in the genre and style suited to the Viticulture industry.

Carried

5.2 CPRC – T/A Curriculum

a. **New program: Automotive Service Technology Diploma**

Motion: D Silvestrone/ D Marques

That Education Council approves the new program: Automotive Service Technician Diploma as recommended by the CPRC – T/A.

- C Bransfield explained that the idea for the diploma came from the industry demand for students to have more business knowledge. Year one of the program will provide the common, core technical training, while year two will introduced the business aspects of fixed operations. The department is trying to help students to understand the business language of fixed operations. This program will provide students with a good foundation.
- C Bransfield noted typos in the admission requirements and graduation requirements.
- C Bransfield noted that the new K-12 math requirements were not listed in the admission requirements. This will be fixed when the program is entered into the calendar.
- A member advised that Principles of Mathematics 11, Applications of Mathematics 11, and Essentials of Mathematics 11 are not seven years current and therefore will not satisfy the requirement. There was some discussion as to whether OC currently offers Principles of Mathematics 11.
- A member questioned if Education Council has approved the courses listed in the program. C Bransfield explained that because the courses are not available for student registration outside of the Automotive Service Technology Diploma, they are captured in the program proposal as opposed to individual course proposals.
- A member questioned if the entire hierarchy of math prerequisites is typically listed for programs or just the minimum requirements, as the range is quite large. C Newitt noted that this question came up at Dean's Forum. A CCC meeting may have to be held to come up with a policy. It is important not to create a false equivalency for different levels of math.
- **Carried**

5.3 CPRC – STH Curriculum

a. **Program revision: Associate of Science**

Motion: R Johanson/ A Pope

That Education Council approves the program revision: Associate of Science as recommended by the CPRC – STH.

- L Lermer explained that changes were made to the program in 2013. The phrase, "at least one course in a laboratory science" was accidentally left in. This revision will remove it.

Carried

b. **New course: PHYS 290 Directed Studies in Physics and Astronomy**

Motion: K Douglas/ A Hay

That Education Council approves the new course: PHYS 290 Directed Studies in Physics and Astronomy as recommended by the CPRC – STH.

- R Stutz explained that the course is a directed studies course for physics. There are currently no directed studies courses in physics.
- A member questioned how the course was meant to be built into students' learning outcomes and how much guidance would they receive from faculty. R Stutz advised that this course will be offered rarely; most of the time the course will be sought out by very keen, exceptional students looking to expand their knowledge. Currently, there is a student with a strong interest in astrophysics who would like to take this course.
- A member noted that he has had many students asking about a directed studies course in physics in the past.

Carried

- c. Course revision: PNSG 214 Pharmacology II**
Motion: C Farrow/ A Lang
That Education Council approves the course revision: PNSG 214 Pharmacology II as recommended by the CPRC – STH.
- L Kraft explained that the following four motions are a package proposal. The Practical Nursing program follows a provincial curriculum which has undergone revisions. Most changes are to a few words in the course descriptions and learning outcomes being added or revised. The admission requirements for the program have changed as well.
- Carried**
- d. Course revision: PNSG 416 Integrated Nursing Practice IV**
Motion: A Hay/ T Walters
That Education Council approves the course revision: PNSG 416 Integrated Nursing Practice IV as recommended by the CPRC – STH.
- As above.
- Carried**
- e. Course revision: PNSG 417 Consolidated Practice Experience (CPE) IV**
Motion: D Silvestrone/ R Tyner
That Education Council approves the course revision: PNSG 417 Consolidated Practice Experience (CPE) IV as recommended by the CPRC – STH.
- A member questioned how this course was different than a co-op. L Kraft explained that this is unpaid, experiential learning that is instructor-led. After some questions, L Kraft clarified that the instructor is not always with the students but that they are always checking in.
 - C Newitt added that this course is closer to a practicum or internship in design, rather than a co-op. Co-ops are paid work experience and are not graded or assessed for credit. PNSG 417 fits the guidelines of what a practicum is.
- Carried**
- f. Program revision: Practical Nursing Diploma**
Motion: R Johanson/ A Pope
That Education Council approves the program revision: Practical Nursing Diploma as recommended by the CPRC – STH.
- The admission requirements are being revised to adhere to provincial standards.
- Carried**

5.4 CPC – BUS Curriculum

- a. Course revision: TOUR 200 Tourism CO – OP**
Motion: N/A
That Education Council approves the course revision: TOUR 200 Tourism CO – OP as presented.
Withdrawn
- b. Program revision: Tourism Management Diploma**
Motion: N/A
That Education Council approves the program revision: Tourism Management Diploma as presented.
Withdrawn

5.5 Memorandum of Understanding between School District No. 67 and Okanagan College

Motion: D Silvestrone/ A Pope

That Education Council approves the Memorandum of Understanding between School District No. 67 and Okanagan College as presented.

- D Silvestrone explained that this relates to the work Continuing Studies is doing with school districts across the service area. The MOU presents future opportunities for students in secondary programs related to technology. This was modeled after the Gateway to Trades programs that CS offers with great success. The plan is to offer this program first to SD 67 but to expand with other school districts in the future. Students will have the opportunity to experience different aspects of technology.
- A member noted that point 3.a. on page 36 refers to it as “the Course” instead of program. D Silvestrone clarified that it is more of a course related to these topics for students, as opposed to a program. It could be characterized as one course with two components. The member noted that in 2.d. on the same page, it is referred to as “the Program” and it should be consistent.
- After a question from another member, D Silvestrone confirmed that the students will receive high school credit. Right now, it is intended as a one year experience, although this could change in the future.
- A member asked if this program was meant to ladder into another program at the College or if it was meant to stand alone. D Silvestrone explained that it was not specifically ladder into a given program, but students will be made aware of other opportunities that exist. This is not dissimilar to the Gateway to Trades program. Hopefully, the opportunity will peak students’ interest and enable them to explore further. Opportunities available at the College would be highlighted.
- A member questioned if these students would be in classes with other OC students. D Silvestrone advised that this would be separate from other offerings.

Carried

5.6 2019 – 2020 Schedules

Motion: R Alejandre, R Johanson

That Education Council approves the following schedules as presented for recommendation for the board:

- Adult Special Education 2019 – 2020 Schedule
- Early Childhood Education Diploma 2019 – 2020 Schedule
- Health Care Assistant Certificate 2019- 2020 Schedule
- Therapist Assistant Diploma 2019 – 2020 Schedule

- A member questioned why the HCA schedule had classes resume at the same time classes begin. C Farrow explained that this was due to different intake dates.
- Another member questioned the inconsistencies in wording between schedules; for example, some say “classes begin” while others say “classes start”. He questioned if the schedules were generated at a departmental level. C Newitt confirmed that this was the case. Members agreed there should be standardization.
- After some discussion, C Newitt clarified that the calendars included both dates relevant to each program as well as dates relevant to the College as a whole.

Carried

5.7 Nominees to standing committees

a. Motion: R Tyner/ D Silvestrone

That Education council approves the nominee for the Academic Regulations and Policy Committee as recommended by the Operations Committee:

One (1) faculty member – Foundational Programs

Nominee: Dan Chetner for the period of December 1, 2018 to December 1, 2020

- A member questioned if it was usual for not Education Council members to be on the ARP committee. C Newitt explained that the committee represented a cross-section of the institution.
- A Hay noted that “standing” was not needed in the motion. Motions 5.7.a and 5.7.b will be amended to read, “That Education Council approves the nominee for the Academic Regulations and Policy Committee as recommended by the Operations Committee”.

Carried

b. Motion: A Lang/ D Silvestrone

That Education Council approves the nominee for the Academic Regulations and Policy Committee as recommended by the Operations Committee:

One (1) Education Council voting member

Nominee: Rocio Alejandre for the period of December 1, 2018 to December 1, 2020

Carried

5.8 Standing Committee Reports

a. Operations Committee

- C Newitt noted that members will see the minutes of the October 30th meeting when Education Council is in camera.
- The committee will meet the first week back in January 2019 to approve graduates for January 12th convocation.

b. ARP Committee

- Not met.

c. CCC Committee

- Not met.

d. Tributes Committee

- C Newitt noted that the committee met to begin discussions on honorary fellows. This will be presented at the January 2019 Education Council meeting.

5.9 In Camera Session

Motion: D Silvestrone/ T Walters

That Education Council moves in camera.

Carried

a. Motion: C Farrow/ A Pope

That Education Council accepts the minutes of the October 30, 2018 Operations Standing Committee meeting as presented.

- A Hay noted that “standing” was not necessary in the motion. The motion will be amended.

Carried

b. Motion: A Hay/ D Marques

That Education Council accepts the minutes of the November 8, 2018 Operations Standing Committee electronic vote as presented.

- As above.

Carried

Motion: A Krebs/ D Silvestrone

That Education Council moves ex camera.

Carried

6. Reports

6.1 Council Chair's Report – C Newitt

- C Newitt advised that the new registrar, Bob Burge will be joining Education Council for the January 2019 meeting.
- He added that the process is moving quickly to find an appropriate curriculum software for the College within this fiscal year. He will be attending software demonstrations.

6.2 President & Vice-President Education Report – A Hay

- A Hay noted that the Applied Bachelor of Arts in Social Development and Research was waiting to be signed by the minister before moving to stage two. It is not uncommon for these things to take long.
- A member questioned if the minister had ever not approved something. A Hay explained that there have been past cases where the minister has turned down proposals. Until the minister says yes, there is no guarantee. The minister is given recommendations from the Assessment Board for how to proceed.

6.3 Registrar's Report – A Hickey

- No report.

6.4 Board of Governor's Report –

5 **Date, Time of Next Regular Meeting** – Thursday, January 17, 2019 at 4:00

6 **Deadline for Agenda Items** – Tuesday, December 18, 2018

9. **Adjournment** at 4:56 pm.