

**Okanagan College Education Council  
Minutes of Thursday, March 5, 2020 4:00 pm  
Room S 103B Student Services Boardroom – Kelowna Campus**

**Present:** A Hay, B Burge, W Gillett, R Tyner, D Silvestrone, V Neykov, M Somerville, C Farrow, M Chibota, D Marques, G Coulthard, N Davis (by phone), C Leong, A Schmidt, S Cook

**Regrets:** R Sawatzky, J Hamilton, K Douglas, A Krebs, R Whermann, C Newitt

**Absent:** S Stirling, T Walters

**Guests:** L Lerner, L Thurnheer, E Stewart, S Reems, T Berg, S Johnston, N Befus, R Huxtable, T M Soroskie, K Rempel

**Recorder:** M Welsh

**1. Determination of quorum and call to order**

In the absence of C Newitt, D Marques called the meeting to order at 4:01 pm

**2. Adoption of the agenda**

**Motion:** D Silvestrone/ R Tyner

That Education Council approves the agenda as presented.

- To accommodate schedules, the Continuing Studies curriculum will be presented as item 5.2 and the AFP curriculum will become item 5.3.
- Within the AFP curriculum, the ENGL 281 proposal will be presented before the PHYS 011 proposal.

**Carried**

**3. Approval of the minutes**

**Motion:** V Neykov/ M Somerville

That Education Council approves the minutes of the January 16, 2020 Education Council meeting as presented.

**Carried**

**4. Business arising**

**5. New business**

**5.1 CPRC – STH curriculum**

a. **Course revision: CHEM 212                      Organic Chemistry 1**

**Motion:** C Farrow/ D Silvestrone

That Education Council approves the course revision: CHEM 212 Organic Chemistry 1 as recommended by the CPRC – STH:

- L Lerner explained that the proposal was to add a seminar to the course. Organic chemistry is a challenging course and currently the department is running informal problem sessions to aid in student success. This proposal will formalize this process. Having the seminar in Organic Chemistry 1 will aid in student success and allow them to continue on to Organic Chemistry 2.
- A member questioned the implications on scheduling when the College is so short on space. B Burge advised that the revision has come through early enough that it can be accommodated.

- A member questioned how the contact hours compared to other institutions, like UBCO. L Lermer explained that it is typical for chemistry courses to held for three hours per week, plus a lab. It is a benefit for students to have the additional seminar hour.

**Carried**

**b. Program revision: Common First Year Engineering Certificate**

**Motion:** V Neykov/ A Hay

That Education Council approves the program revision: Common First Year Engineering Certificate as recommended by the CPRC – STH:

- L Thurnheer explained that the program is being revised at the request of the communications department who felt it was too much for students to have two writing-heavy courses in one semester, in addition to the rest of the engineering courses. CMNS 133 will be moved from the fall to winter semester to balance out the contact hours. The department took the opportunity to also clean up the program description.
- A member questioned the January 2020 implementation date. L Thurnheer noted that it should be September 2020.

**Carried**

**5.2 Continuing Studies curriculum**

**a. Program revision: Winery Assistant Certificate**

**Motion:** R Tyner/ M Somerville

That Education Council approves the program revision: Winery Assistant Certificate as recommended by Continuing Studies and the CPRC - BUS:

- D Silvestrone explained that the wine and viticulture revisions today are a reflection of the yearly program advisory committee review. Fermented beverages have been added to the Winery Assistant Certificate as they are relevant to the industry and having this knowledge will aid in student employment. The proposal is also making mild adjustments to admission requirements and the courses have been updated to include fermented beverages.
- A member questioned why the title did not change to acknowledge fermented beverages. D Silvestrone explained that this was discussed. To include all beverage areas covered in the title would be very cumbersome and not user friendly. The advisory committee felt the existing title was satisfactory, as the program is still predominantly about wineries.
- A member questioned the removal of grade 12 graduation from the admission requirements. S Reems explained that the wording has been changed to be consistent with other programs. She noted that students are still required to have English 12 and must be at least 19 years old.
- D Silvestrone noted a typo on page 33.

**Carried**

**b. Program revision: Viticulture Certificate**

**Motion:** D Silvestrone/ N Chibota

That Education Council approves the program revision: Viticulture Certificate as recommended by Continuing Studies and the CPRC - BUS:

- D Silvestrone explained that the revision is due to the revision of WINE 21 as per the previous motion.

**Carried**

**c. Program revision: Wine Sales Certificate**

**Motion:** C Farrow/ N Chibota

That Education Council approves the program revision: Wine Sales Certificate as recommended by Continuing Studies and the CPRC - BUS:

- As above.

**Carried**

**d. New program: Coding Instructor Certificate**

**Motion:** D Silvestrone/ C Farrow

That Education Council approves the new program: Coding Instructor Certificate as recommended by Continuing Studies and the CPRC - STH:

- D Silvestrone noted that this program would be of great interest for the international market. There is a strong interest in coding and the ability to teach coding.
- T Berg added that there are two types of audiences for the program: teachers without coding experience or coders without teaching experience. The program is aimed to provide content for both audiences and arm the instructors with all the necessary tools to apply the principles of coding.
- D Silvestrone noted that English 12 should be struck from the admission requirements on page 35.
- A member questioned what language would be used. T Berg explained that the program will teach the essentials of coding which can be applied to all different languages. Students will gain the ability to teach any coding language.
- T Berg explained that the program will be taught through videos. The program will be delivered in English. It is the responsibility of the student to identify if they have competent understanding of the English language to take the program.
- A member questioned if all courses were required for the program, or if some could be waived if students felt they were competent in a certain area. T Berg advised that there will be no course equivalency or waivers as the idea of the program is to appeal to as broad an audience as possible. All students will be able to learn something from the courses.

**Carried**

**5.3 CPRC – AFP curriculum**

**a. Course revision: PHYS 011**

**Physics 011**

**Motion:** D Silvestrone/ R Tyner

That Education Council approves the course revision: PHYS 011 Physics 011 as recommended by the CPRC – AFP:

- N Befus explained that a new unit has been added to the course based on changes to articulation. The change to the calendar description is a result of this addition.
- A member questioned the language in the description. She felt “[this] course is intended to provide insight...” was not very strong. R Huxtable noted that insight is different than understanding and felt that “intend” is a better grantor for insight.

**Carried**

**b. New course: ENGL 281 Intermediate Workshop in Creative Writing - Screenwriting**

**Motion:** D Silvestrone/ N Chibota

That Education Council approves the new course: ENGL 281 Intermediate Workshop in Creative Writing - Screenwriting as recommended by the CPRC – AFP:

- S Johnston explained that there are already four intermediate creative writing courses offered at the College and this course will follow the same format. Creative Writing programming is being increased so students can transfer directly into third year at UBCO. This course is similar to what UBCO offers. This course can also be used for students who choose the creative writing emphasis in the applied degree.

- Members were concerned about some of the language used in the course outline. S Johnston and R Huxtable noted that the language is typical of the particular faculty member who designed the course and they have discussed this before. A member noted that Education Council does not approve course outlines, but he also had concerns with the language.
- A member questioned how the course aligns with the missions, visions, values, and strategic directions of the College. S Johnston noted the course is a standard creative writing workshop. R Huxtable noted that members would be given a better understanding of how the course ladders into UBCO in the applied degree program.
- After a question from a member, B Burge noted that the policy team is discussing the place of learning outcomes in Education Council approvals.
- A member was unhappy with the language used on page 17 of the course outline, which referred to “legit” counsellors. She felt this was disrespectful. Members agreed. S Johnston apologised for this and noted that he had tried to edit the outline ahead of submission, but had missed this.
- R Huxtable noted that the flair to the outline was specific to the one faculty member.

**Carried**

**c. Program revision: Applied Bachelor of Arts: Social Development and Research**

**Motion:** A Hay/ M Somerville

That Education Council approves the program revision: Applied Bachelor of Arts: Social Development and Research as recommended by the CPRC – AFP:

- R Huxtable noted that in the DQAB process, an external committee identified some changes they would like to see to the program. Those changes are represented here and the program is still on the minister’s desk waiting for approval. He noted the proposal outlines the changes explicitly. He added that once the program is approved, Education Council will see an MOU for the program with UBCO. UBCO has agreed to all the changes to the program as well.
- D Silvestrone left at 4:51 pm.
- A member questioned the program requirements. Another member advised that the program requirements were approved by Education Council when the program initially came through and were not part of the revision to the program today.

**Carried**

**5.3 CPRC – BUS Curriculum**

**a. New course: BUAD 433**

**Applied Search Marketing**

**Motion:** A Schmidt/ G Coulthard

That Education Council approves the new course: BUAD 433 Applied Search Marketing as recommended by the CPRC – BUS:

- K Rempel explained that this course has run as a special topics course in the past and has been well received. It acts like a capstone project and students work with a live client. It is a unique learning opportunity.
- A member questioned the cost. K Rempel advised that since the course has run before, there is no additional cost.

**Carried**

**b. Course revision: BUAD 363**

**Audit Planning**

**Motion:** C Farrow/ N Chibota

That Education Council approves the course revision: BUAD 363 Audit Planning as recommended by the CPRC – BUS:

- K Rempel advised that the revision was in response to students not moving through the program on pattern. This led to the department having to sign waivers. The department realised that BUAD 273 was not needed as a prerequisite and could be done in

conjunction with BUAD 363, as the material needed for BUAD 363 is taught at the beginning of BUAD 273.

**Carried**

**c. Course revision: BUAD 463 Internal Control and Auditing**

**Motion:** N Chibota/ G Coulthard

That Education Council approves the course revision: BUAD 462 Internal Control and Auditing as recommended by the CPRC – BUS:

- A member noticed a typo in the title of the course.
- K Rempel explained that the revision is an effect of the previous motion. Students will need both BUAD 273 and BUAD 363 to be successful in this course.

**Carried**

**d. Program revision: Post – Baccalaureate Diploma in Accounting**

**Motion:** M Somerville/ C Leong

That Education Council approves the program revision: Post – Baccalaureate Diploma in Accounting as recommended by the CPRC – BUS:

- K Rempel advised that the department is tightening up entrance and program requirements to ensure student success. Initially, students with a business degree were not eligible for this program, as the department felt it was too much overlap. However, there are many students with business degrees in entirely different areas wanting to focus on accounting. The department has now included a list of courses acceptable for exemption to accommodate this.

**Carried**

**e. Program revision: Post – Baccalaureate Diploma in Human Resources Management**

**Motion:** A Schmidt/ N Chibota

That Education Council approves the program revision: Post – Baccalaureate Diploma in Human Resources Management

- K Rempel noted that the program outline was not clear for students. The revisions are also to reflect the changes in the Human Resources Management degree. All core elements of the program have been maintained. The language is now clearer for students. The program now identifies which courses are eligible for exemption.
- A member noticed a typo in the proposal.

**Carried**

**5.5 Standing committee reports**

a. Operations Committee

- Minutes to come in camera.

b. ARP Committee

- The ARP committee met in February and the proposal will be on the April Education Council agenda. ARP is expected to meet again in March.

c. CCC Committee

- Not yet met.

d. Tributes Committee

- The Honorary Fellow nominations were presented to the Board of Governors in January.

**5.7 In camera session**

**Motion:** R Tyner/ G Coulthard  
That Education Council moves in camera.  
**Carried**

**a. January 17, 2020 Operations Committee meeting minutes**

**Motion:** C Farrow/ M Somerville  
That Education Council accepts the January 17, 2020 Operations Committee meeting minutes as presented:  
**Carried**

**b. February 28, 2020 Operations Committee meeting minutes**

**Motion:** A Hay/ M Somerville  
That Education Council accepts the February 28, 2020 Operations Committee meeting minutes as presented:  
**Carried**

**Motion:** M Somerville/ C Farrow  
That Education Camera moves ex camera.  
**Carried**

**6. Reports**

**6.1 Council Chair's report – D Marques**

- D Marques advised that we will need to hold an additional Education Council meeting this month to review the budget. It will either be March 19 or March 26 at 4:30. M Welsh will send out an invitation.

**6.2 President & Vice-President Education report – A Hay**

- A Hay noted that the Common First Year Engineering program will be implemented having finished its public posting period. He added that, as noted by R Huxtable, the applied degree is still waiting for ministry approval.
- A member questioned how things like internationalization or indigenization are measured. A Hay advised that this was not his area and he would have to look in to this.

**6.3 Registrar's report – B Burge**

- B Burge advised members that Education Council elections are being held for the six faculty portfolio positions as well as the two support staff positions.

**6.4 Board of Governor's report – S Cook**

- S Cook advised that the Board recently approved a tuition increase for domestic students and that the president selection committee will be meeting next week.
- She also encouraged members to contact her via L LeGallee as to any thoughts or ideas they had that would enrich the development of Board of Governors members.

**6.5 Curriculum and calendar management project update**

- M Welsh noted that she and C Newitt attended the Quali Days conference in Utah in February. It was a great opportunity to meet with other institutions using Quali as well as preview the other products Quali offers.

**7. Date, time of next regular meeting – Thursday, April 2, 2020 at 4:00 pm**

**8. Deadline for agenda items – Wednesday, March 18, 2020 at 12:00 pm**

**9. Adjournment at 5:25 pm.**