

**Okanagan College Education Council
Minutes of Thursday, September 17, 2020 4:00 pm
Via Collaborate**

Present: A Hay, B Burge, W Gillett, R Tyner, M Somerville, C Farrow, D Marques, G Coulthard, N Davis, A Schmidt, C Newitt, T Walters, V Neykov, J Hamilton, C Leong, R Whermann, A Krebs, B Wyatt, S Lembke, Y Khmelevsky

Regrets:

Absent: S Cook, S Stirling

Guests: R Huxtable, B Smith, S Johnson, M K Oliver

Recorder: M Cabral

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: V Neykov/ C Farrow
That Education Council approves the agenda as presented.
- There are two additions to the agenda. They will be presented in camera.
Carried

3. Approval of the minutes
Motion: V Neykov/ M Somerville
That Education Council approves the minutes of the June 4, 2020 Education Council meeting as presented.
Carried

4. Business arising

5. New business

5.1 CPRC – AFP curriculum

- a. Course revision: LSIN 012B Basic Computer Skills B**
Motion: M Somerville/ C Farrow
That Education Council approves the course revision: LSIN 012B Basic Computer Skills B as recommended by the CPRC – AFP:
- B Smith explained that the ASE department is doing a deep dive into all their courses and programs to make them more streamlined and up to date.
 - B Burge noted the implementation dates must all be in the future. M Cabral will change the dates to May 2021.
 - Regarding LSIN 012 B, B Smith noted that students have become very computer literate and the department no longer needs to levels of the same Basic Computer Skills course. Basic Computer Skills A will be deleted.
- Carried**

- b. Course revision: LSIN 016 Writing Your Life**
Motion: A Krebs/ R Tyner
That Education Council approves the course revision: LSIN 016 Writing Your Life as recommended by the CPRC – AFP:
- B Smith advised that this is a housekeeping revision to address incorrect prerequisites.
Carried
- c. Course revision: LSIN 017 Workplace Awareness I**
Motion: A Krebs/ C Farrow
That Education Council approves the course revision: LSIN 017 Workplace Awareness I as recommended by the CPRC – AFP:
- B Smith noted the revision is to align the course with the other literacy courses.
Carried
- d. Course revisions:**
 LSIN 018 Workplace Awareness II
 LSIN 019 Workplace Awareness III
Motion: C Farrow/ V Neykov
That Education Council approves the course revisions: LSIN 018 Workplace Awareness II and LSIN 019 Workplace Awareness III as recommended by the CPRC – AFP:
- As above.
Carried
- e. Course revision: LSIN 022 Rights and Responsibilities of an Adult**
Motion: M Somerville/ G Coulthard
That Education Council approves the course revision: LSIN 022 Rights and Responsibilities of an Adult as recommended by the CPRC – AFP:
- B Smith advised that as OC is an adult institution, having “adult” in the course title is unnecessary. The prerequisite change is to reflect program practice.
Carried
- f. Course revision: LSIN 034 Banking, Budgeting and Bill Paying**
Motion: G Coulthard/ R Tyner
That Education Council approves the course revision: LSIN 034 Banking, Budgeting and Bill Paying as recommended by the CPRC – AFP:
- B Smith noted that as bill pay is a component of budgeting, it was not needed in the title. The prerequisite change is to match similar courses.
Carried
- g. Course revision: LSIN 099 ASE Special Topics**
Motion: C Farrow/ M Somerville
That Education Council approves the course revision: LSIN 099 ASE Special Topics as recommended by the CPRC – AFP:
- B Smith noted that the revision is to address a typo in the prerequisites. The reduction in hours was done in consultation with other members of the department who felt 160 hours would fit better within the program.
Carried
- h. Course deletions:**
 LSPM 031 PACE Applied Skills 1
 LSPM 032 PACE Applied Skills 2
 LSPM 033 PACE Applied Skills 3
 LSPM 034 PACE Applied Skills 4
Motion: A Krebs/ M Somerville

That Education Council approves the course deletion: LSPM 031 PACE Applied Skills 1; LSPM 032 PACE Applied Skills 2; LSPM 033 PACE Applied Skills 3; and LSPM 034 PACE Applied Skills 4 as recommended by the CPRC – AFP:

- B Smith explained that the PACE program is designed to give students skills and practice for employment. These four courses are not needed as the applied skills are incorporated throughout the program.

Carried

i. Course deletions:

LSIN 009	Visual and Verbal Literacy for the Real World
LSIN 024	Safety and Driver Training
LSIN 026	Community Awareness
LSIN 012A	Basic Computer Skills A

Motion: C Farrow/ G Coulthard

That Education Council approves the course deletions: LSIN 009 Visual and Verbal Literacy for the Real World; LSIN 024 Safety and Driver Training; LSIN 026 Community Awareness; and LSIN 012A Basic Computer Skills A as recommended by the CPRC – AFP:

- B Smith advised that these courses were no longer needed with current technology.

Carried

j. Course revision: ENGL 116 Introduction to Creative Writing I

Motion: T Walters/ R Tyner

That Education Council approves the course revision: ENGL 116 Introduction to Creative Writing I as recommended by the CPRC - AFP:

- S Johnson noted that the change in prefix was to separate the literature courses (ENGL) from the creative writing courses (CRWR). The new CRWR prefix will make it simpler for students who want to take an emphasis in creative writing.
- A member noted a typo in the course description.
- B Burge noted that the implementation dates must be in the future. M Cabral will change all implementation dates to read May 2021.

Carried

k. Course revision: ENGL 126 Introduction to Creative Writing II

Motion: V Neykov/ C Farrow

That Education Council approves the course revision: ENGL 126 Introduction to Creative Writing II as recommended by the CPRC - AFP:

- As above.

Carried

l. Course revision: ENGL 216 Intermediate Workshop in Creative Writing-Poetry

Motion: M Somerville/ T Walters

That Education Council approves the course revision: ENGL 216 Intermediate Workshop in Creative Writing – Poetry as recommended by the CPRC - AFP:

- As above.
- A member questioned the prerequisites. He noted that if students are required to have ENGL 126 they should already have ENGL 116 and to list both is redundant. S Johnson explained that this is not always the case, some students get into ENGL 126 with a waiver. Also, both prerequisites are required for the course to transfer. Listing both will make it more clear for students.

Carried

- m. Course revisions:**
- | | |
|-----------------|---|
| ENGL 217 | Intermediate Workshop in Creative Writing – Fiction |
| ENGL 218 | Intermediate Workshop in Creative Writing – Drama |
| ENGL 219 | Intermediate Workshop in Creative Writing – Creative Non-Fiction |
| ENGL 281 | Intermediate Workshop in Creative Writing - Screenwriting |
- Motion:** A Krebs/ C Farrow
That Education Council approves the course revisions: ENGL 217 Intermediate Workshop in Creative Writing – Fiction; ENGL 218 Intermediate Workshop in Creative Writing – Drama; ENGL 219 Intermediate Workshop in Creative Writing – Creative Non-Fiction; and ENGL 281 Intermediate Workshop in Creative Writing – Screenwriting as recommended by the CPRC - AFP:
- As above.
- Carried**
- n. Course revision: ENGL 307 Creative Non-fiction Writing for Canadian Markets**
- Motion:** R Whermann/ G Coulthard
That Education Council approves the course revision: ENGL 307 Creative Non-fiction Writing for Canadian Markets as recommended by the CPRC - AFP:
- As above.
 - ENGL 220 has been removed as a prerequisite as it is not a creative writing course.
- Carried**
- o. Course revision: ENGL 311 Writing Drama**
- Motion:** V Neykov/ G Coulthard
That Education Council approves the course revision: ENGL 311 Writing Drama as recommended by the CPRC - AFP:
- As above.
 - A member noted a typo in the course description.
- Carried**
- p. Course revision: ENGL 383 Creative Writing Fiction**
- Motion:** A Krebs/ M Somerville
That Education Council approves the course revision: ENGL 383 Creative Writing Fiction as recommended by the CPRC - AFP:
- As above.
- Carried**
- q. Course revision: ENGL 408 Topics in Creative Writing**
- Motion:** V Neykov/ T Walters
That Education Council approves the course revision: ENGL 408 Topics in Creative Writing as recommended by the CPRC - AFP:
- As above.
- Carried**
- r. Course revision: ENGL 409 Writing the Novel**
- Motion:** T Walters/ G Coulthard
That Education Council approves the course revision: ENGL 409 Writing the Novel as recommended by the CPRC - AFP:
- S Johnson noted that as CRWR 409 already existed, ENGL 409 will become CRWR 410.
- Carried**

s. Program revision: Associate of Arts Degree

Motion: T Walters/ V Neykov

That Education Council approves the program revision: Associate of Arts Degree as recommended by the CPRC - AFP:

- R Huxtable noted that the revision is to add an emphasis to the existing degree. The department is also working on an MOU with UBCO for OC students with a creative writing emphasis to enter directly into UBCO's creative writing degree in the third year. The goal is to give students a clear path.

Carried

5.2 Standing committee reports

a. Operations Committee

- The committee is meeting next week to approve graduates.
- The committee is one member short. Anyone interested in joining should contact M Cabral.
- Operations committee minutes will be presented in camera.

b. ARP Committee

- Not met.

c. CCC Committee

- Not met.

d. Tributes Committee

- Not met.

5.3 In camera session

Motion: D Marques/ M Somerville

That Education Council moves in camera.

Carried

a. Operations Committee meeting minutes

Motion: A Hay/ C Farrow

That Education Council accepts the following Operations Committees meeting minutes as presented:

- March 25, 2020 operations committee minutes
- April 7, 2020 operations committee minutes
- May 12, 2020 operations committee minutes
- June 11, 2020 operations committee minutes
- July 8, 2020 operations committee minutes

Carried

b. Posthumous award

Motion: A Hay/ C Newitt

That Education Council approve that [the student] receive the diploma in Network and Telecommunications Engineering Technology, posthumously.

- A Hay explained that the student passed away before completing their program. The student was just missing one math course and had completed every other course in their program successfully. The College would like to award the credential posthumously.

Carried

c. Rescinding of an Associate of Science degree

Motion: T Walters/ A Hay

That Education Council approve the rescinding of the Associate of Science degree conferred upon [the student] on 11 June 2020.

- B Burge advised that upon investigation, a student was found to have cheated on an exam and consequently did not qualify for the Associate of Science degree that had been awarded previously. Therefore, the College has decided to rescind the student's degree as they no longer meet the graduation requirements..

Carried

Motion: A Hay/ G Coulthard

That Education Council move out of camera.

Carried

6. Reports

6.1 Council Chair's report – C Newitt

- No report.

6.2 President & Vice-President Education report – A Hay

- A Hay noted that the Applied Bachelor of Arts degree has been approved by the ministry.
- A member questioned when admissions would open. A Hay advised that it still needs to go through program planning and budgeting.
- A Hay added that the program name noted in his report is the old name. The new Education Council approved name is Community Research and Evaluation.

6.3 Registrar's report – B Burge

- No report.

6.4 Board of Governor's report – S Cook

- No report.

6.5 Curriculum and calendar management project update

- B Burge noted that the team continues to meet regularly with Kualii and is making great progress in the transfer of data from Banner into the systems sandbox. Some proposals will be piloted by using the new Kualii system and the current PDF system simultaneously to work out any issues.
- C Newitt added that his department had some course and program proposals that he hopes to test in the new system.

7. Date, time of next regular meeting – Thursday, October 1, 2020 at 4:00 pm

8. Deadline for agenda items – Wednesday, September 16, 2020 at 12:00 pm

9. Adjournment at 5:10pm.