

**Okanagan College Education Council
Minutes of Thursday, December 1, 2022 4:00 pm
S 103B – Student Services Boardroom – Kelowna Campus & Zoom**

Present: A Hay, W Gillett, D Marques, N Fassina, B Burge, M Somerville, B Penfound, J Garrett, B Hall, D Mehus, J Ragsdale, (Zoom): S Chhabra, A Alexander, S Lembke, M Martin, L Mallory, C Wallace, T Walters

Regrets: A Krebs, R Tyner

Absent:

Guests: V Albrecht, J Hobart, W Wheeler, (Zoom): L Blais, T Becker, T Bridges, R Federley, C Hall, K Kazimer, S Marken, L Postowski, B Ridgeley, O Sullivan

Recorder: S Gayle

1. Determination of quorum and call to order

D Marques called the meeting to order at 4:04 pm.

- D Marques welcomed the new South Okanagan Similkameen faculty representative C Wallace.

2. Adoption of the agenda

Motion: D Mehus/B Penfound

That Education Council approves the agenda as presented.

Carried

3. Approval of the minutes

Motion: A Hay/M Somerville

That Education Council approves the minutes of the November 3, 2022 Education Council meeting as presented.

- Amendments will be made to the following areas:
 - **5.2 a – point number 6.**
 - **5.2 b – point number 4- wording of second sentence of the calendar description to be edited to read:**
This course will include topics on rigging techniques for bipedal **game** characters **and** students will also learn how to create shading networks that add atmosphere, realism, and depth to game environments without sacrificing performance.

Carried as amended.

4. Business arising

5. New business

5.1 Curriculum recommended by the CPRC – AFP

a. Course revision: ARTS 498 Field Placement

Motion: J Garrett/J Ragsdale

That Education Council approves the course revision: ARTS 498 Field Placement as recommended by the CPRC - AFP:

- O Sullivan provided an overview of the changes to the proposal. Changes to:

- Course title from Practicum or Field Placement to Field Placement
 - Calendar description wording – clarification of contact hours
 - Prerequisite section
- J Garrett sought clarification on the use of the phrase “taken all selected courses” in the prerequisite section. O Sullivan was asked to clarify why taken was utilized instead of a minimum grade.
 - **O Sullivan clarified that students are required to obtain 55% and agreed to modify the wording.**
 - A Hay then sought clarification on what previously existed and asked whether this was now being changed to 55%.
 - O Sullivan explained and reiterated that a minimum of 55% was required for each course.
 - D Mehus asked whether there were courses that were counted as pass/fail that did not count towards a student’s GPA.
 - Members clarified that this was the case.
 - O Sullivan explained that the language edit in the calendar description to the contact hours would provide students with greater flexibility to take the course.

Carried

b. Program revision: English for Academic Purposes

Motion: M Somerville/B Hall

That Education Council approves the program revision: English for Academic purposes as recommended by the CPRC - AFP:

- V Albrecht explained that the revision to the proposal was intended to change/amend the current levels in the program.
- Currently there are three (3) levels to the program and at the level 3, students are permitted to take two (2) academic courses while working on their English for Academic Purposes (EAP) certificate.
- Following department assessments, it is recommended that the number be changed and students permitted to take one (1) academic course. This will be more manageable for students and will aid their success.
- W Gillett concurred that the change would aid student success and was a good change.
- J Garrett sought clarification on the comment in Kualii and the additional consultation that was required.
- D Marques confirmed that the consultation was completed.

Carried

5.2 Curriculum recommended by the CPRC – ST

a. Course revision: PHYS 240 Introduction to Biophysics

Motion: D Mehus/A Hay

That Education Council approves the course revision: PHYS 240 Introduction to Biophysics as recommended by the CPRC - ST:

- T Bridges provided an overview of the proposal revision, noting the following:
 - Changes to prerequisite section – removal of second year standing and simplifying language for the biology requirement.
 - Change to calendar description – removal of reference to BIOL 240 that is no longer offered.
- A Hay sought clarification on whether BIOL 240 was still listed as an active course in the calendar
- B Burge clarified that this was not the case.

Carried

b. Program revision: Health Science Option: Kinesiology Diploma

Motion: J Ragsdale/B Hall

That Education Council approves the program revision: Health Science Option:

Kinesiology Diploma as recommended by the CPRC - ST:

- L Blais provided an overview of the revision, noting that the Kinesiology program was previously revised. However, with changes to UBCO's curriculum, OC students will be required to complete Pathophysiology for Health Sciences to obtain third year standing.
- The proposal is to add BIOL 260 (Pathophysiology for Health Sciences) as an elective for students.
- J Garrett sought clarification regarding the comment in Kuali and making students aware of the BIOL 260 requirement.
- L Blais explained that a mechanism was in place to ensure that students are made aware of the new requirement and noted that this was outlined at the CPRC meeting.
- D Mehus sought clarification on when BIOL 260 would be offered and whether the addition to the course load would be manageable/feasible for students.
- L Blais explained that the course would be offered in the Winter semester 2024 and this semester would be a lighter one as more electives would be offered to students.
- L Blais added that the pathophysiology course would be beneficial for all students.

Carried

- J Hobart provided an overview of the Post-Diploma Certificate in Data Science, the Post-Baccalaureate Diploma in Data Analytics and Economics and the two (2) new courses being proposed.
- The post-baccalaureate is similar to the other post-baccalaureate programs with an application in Economics that focuses on a different interest group.
- The post baccalaureate is a two-year program. As a result of the economic and time series data, STAT 443 Time Series Analysis and Forecasting has been created.
- DSCI 491 Data Science Research Project, which is research based, has also been added to the program.
- J Hobart explained that Post Diploma Certificate in Data Science, which is a one-year program has also been created.
- J Hobart noted that there is limited domestic interest for some programs and the program was created for students who may not want to take a two-year program.
- W Gillett sought clarification on the wording in the admissions requirements section which stated, "a post-secondary basic calculus course and some basic programming skills is highly recommended" and asked whether this would be a concern for persons with degrees in other areas.
- J Hobart explained that although it would be beneficial, it was not required as the program would provide students with the training needed.
- D Mehus asked whether it would be worthwhile to have an assessment for calculus for students entering the post-diploma program.
- J Hobart explained that this would not be needed as the relevant details are outlined in the course description for students who enter at different levels.
- J Garrett sought clarification regarding the post diploma certificate and whether students could have a credential from any area.
- J Hobart clarified that this was the case, but it would be a good ladder for anyone with a degree in business.
- J Garrett noted that a clear statement should be placed in the calendar description outlining that the MATH 314 and STAT 230 courses are included in the required 24 credits.
- J Hobart noted that this could be outlined.
- B Burge informed the committee that the information relating to the courses was referenced in the outline.

- W Gillett asked whether the total credits to obtain the post diploma certificate would move from 24 to 30 if students did not have STAT 230 and MATH 314 courses.
- J Hobart confirmed that this was correct.
- W Gillett sought confirmation on whether these were essentially pre-requisites/corequisites.
- J Hobart responded in the affirmative.
- N Fassina sought clarification on the market demand and the intended target learner for the programs.
- J Hobart explained that for the post diploma this would be domestic and for the post-baccalaureate this would be international.
- W Gillett reiterated that the post-baccalaureate programs have more interest for international students.
- J Hobart noted that it was difficult to outline how many students the post diploma program would attract.

c. New course: DSCI 491 Data Science Research Project

Motion: A Hay/B Hall

That Education Council approves the new course: DSCI 491 Data Science Research Project as recommended by the CPRC - ST:

- New capstone course for the post-baccalaureate program.
- Students are required to write a series of comprehensive exams and will also write a substantive research paper in the term.

Carried

d. New course: STAT 443 Time Series Analysis and Forecasting

Motion: A Hay/B Penfound

That Education Council approves the new course: STAT 443 Time Series Analysis and Forecasting as recommended by the CPRC - ST:

- Specialized course in time series analysis that is required for the Post- Baccalaureate Diploma in Data Analytics and Economics.

Carried

e. New program: Post Diploma Certificate in Data Science

Motion: J Garrett/W Gillett

That Education Council approves the new program: Post Diploma Certificate in Data Science as recommended by the CPRC - ST:

- As outlined in overview.
- J Garrett sought clarification on the admissions requirements section and the laptop requirement that was listed. This information was previously removed from this section for other proposals coming through Education Council.
- **B Burge indicated that this would be edited.**

Carried

f. New program: Post Baccalaureate Diploma in Data Analytics and Economics

Motion: B Hall/J Garrett

That Education Council approves the new program: Post Baccalaureate in Data Analytics and Economics as recommended by the CPRC - ST:

- As outlined in overview.
- M Somerville sought clarification on whether students would receive transfer credits if they previously did an econ course/s.
- J Hobart responded in the affirmative.
- J Garrett sought clarification on the wording in the residency requirements section.
- J Hobart explained that the wording was a standard one utilized for other programs. Students would be required to take 20 courses at the college and exempt courses would be replaced with new learning.

- D Mehus sought clarification on the rationale for the information outlined.
- J Hobart provided an explanation of same.
- N Fassina sought clarification on the residency limitations.
- B Burge confirmed that this was 50%.
- Following a discussion by members, B Burge indicated that an environmental scan would be done.

Carried

5.3 Curriculum recommended by the CPRC – BUS

- B Ridgeley provided an overview of the program noting that the proposal was for a two-year Paralegal Diploma program.
- Program is offered in a vocational setting – 30 hrs a week.
- Worked with stakeholders to build the program as this was limited in the Okanagan.
- B Ridgeley thanked J Garrett and B Penfound for their assistance with the review of the proposals.
- D Mehus sought clarification on the prerequisites and asked whether the prerequisites were all 200 level courses and if the 100 level courses were part of another certification.
- B Ridgeley responded in the affirmative and noted that the courses were built into the program.
- Courses are blocked registered and the current program would be done face-to-face in the initial offering.
- D Mehus asked whether the paralegal certification was offered privately.
- B Ridgeley explained that the program was not offered in the Okanagan.
- B Hall asked whether a student could gain work experience as a Legal Secretary/Administrative Assistant and then return to do the paralegal diploma.
- B Ridgeley clarified that this could be done, once the student completed their first year at OC. If students completed their education at another institution, the courses would need to be assessed.
- M Somerville asked whether there was a timeline for entry into year two/starting the Paralegal Diploma.
- B Ridgeley explained that this should be within the last five (5) years because of legal changes.
- T Becker concurred with B Ridgeley and added that technological advancements would also have taken place.
- Additionally, OC is working with the relevant stakeholders to be added to the list of recognized public institution providers of paralegal education.

a. New course: LSEC 211 Introduction to Law in Canada

Motion: D Mehus/M Somerville

That Education Council approves the new course: LSEC 211 Introduction to Law in Canada as recommended by the CPRC - BUS:

- Entry level course for paralegal.
- D Mehus sought clarification on whether the effective term for the course should be Fall 2023 as Fall 2022 was outlined in the document.
- **T Becker confirmed that the information would be edited to reflect Fall 2023.**

Carried

b. New course: LSEC 212 Legal Research and Writing

Motion: M Somerville

That Education Council approves the new course: LSEC 212 Legal Research and Writing as recommended by the CPRC - BUS:

- As outlined.
- One of the first core courses that will assist students to succeed.

Carried

- c. New course: LSEC 213 The Law of Torts**
Motion: B Penfound/J Garrett
That Education Council approves the new course: LSEC 213 The Law of Torts as recommended by the CPRC - BUS:
- As outlined.
Carried
- d. New course: LSEC 214 Contract Law**
Motion: J Ragsdale/B Hall
That Education Council approves the new course: LSEC 214 Contract Law as recommended by the CPRC - BUS:
- As outlined.
Carried
- e. New course: LSEC 215 The Law of Evidence**
Motion: B Penfound/M Somerville
That Education Council approves the new course: LSEC 215 The Law of Evidence as recommended by the CPRC - BUS:
- As outlined.
Carried
- f. New course: LSEC 216 Administrative Law**
Motion: D Mehus/M Somerville
That Education Council approves the new course: LSEC 216 Administrative Law as recommended by the CPRC - BUS:
- As outlined.
Carried
- g. New course: LSEC 217 Company Law and Business Organizations**
Motion: B Penfound/A Hay
That Education Council approves the new course: LSEC 217 Company Law and Business Organizations as recommended by the CPRC - BUS:
- As outlined.
Carried
- h. New course: LSEC 218 Interviewing Clients and Witnesses**
Motion: M Somerville/J Ragsdale
That Education Council approves the new course: LSEC 218 Interviewing Clients and Witnesses as recommended by the CPRC - BUS:
- As outlined.
- With the increased duties of a paralegal, this course is essential and will be beneficial to students.
Carried
- i. New course: LSEC 219 Intellectual Property Law in Canada**
Motion: D Mehus/J Garrett
That Education Council approves the new course: LSEC 219 Intellectual Property Law in Canada as recommended by the CPRC - BUS:
- As outlined.
Carried

- j. New course: LSEC 220 Family Law for Paralegals**
Motion: B Hall/B Penfound
That Education Council approves the new course: LSEC 220 Family Law for Paralegals as recommended by the CPRC - BUS:
- As outlined.
Carried
- k. New course: LSEC 221 Wills, Estates & Probate Administration**
Motion: M Somerville/D Mehus
That Education Council approves the new course: LSEC 221 Wills, Estates & Probate Administration as recommended by the CPRC - BUS:
- As outlined.
Carried
- l. New course: LSEC 222 Information Technology in a Legal Setting**
Motion: B Penfound/J Garrett
That Education Council approves the new course: LSEC 222 Information Technology in a Legal Setting as recommended by the CPRC - BUS:
- As outlined.
- Students will receive software certification from software providers once they satisfy the relevant requirements.
Carried
- m. New course: LSEC 223 Paralegal Practicum**
Motion: B Hall/J Ragsdale
That Education Council approves the new course: LSEC 223 Paralegal Practicum as recommended by the CPRC - BUS:
- As outlined.
- Unpaid practicum for students, however, an employer can choose to offer remuneration to the student.
- D Mehus asked whether students could use work experience as a percentage for practicum hours.
- B Ridgeley clarified that this could not be done. Students would need to complete the practicum time.
- D Mehus then sought clarification on the total hours for the practicum.
- B Ridgeley outlined that it was 348 hours for the second year.
- B Hall asked for an explanation regarding the accreditation side.
- T Becker explained that would not be done immediately and the first set of students would need to complete the program.
- T Walters sought clarification on whether other institutions have unpaid practicums.
- T Becker confirmed that this was the case.
- T Walters noted that four (4) months seemed liked a long time for an unpaid practicum.
- T Becker and B Ridgeley provided an explanation for the structure of the practicum and explained that it was based on stipulations outlined.
- D Mehus asked whether the practicum was a pass/fail course or based on a percentage.
- B Ridgeley explained that that the course was not a pass/fail and was percentage based – 60% of the grade will be based on prior courses and 40% will be employer evaluation
- Several members outlined that the information in Quali indicated a pass/fail course.
- B Ridgeley noted that the information should reflect a percentage and not pass/fail.
- B Burge indicated that checks would be conducted on the information in Quali.
- Following discussions and recommendations from the members to retain the pass/fail, B Ridgeley noted that if the checks determined that the practicum would

have to stay as a pass/fail, then the department would simply establish a rubric for the grading.

- A member of the committee outlined that the 2nd page of the LSEC 223 course outline would need to be edited as it stated that the practicum was a paid one.
- **B Ridgeley indicated that this would be edited to reflect that the practicum is unpaid.**
- B Hall sought clarification on how instructors determined the benefit of the practicum payments if these were arbitrary.
- B Ridgeley clarified that the students are responsible for finding their own job placement.

Carried

n. New program: Paralegal Diploma

Motion: A Hay/M Somerville

That Education Council approves the new program: Paralegal Diploma as recommended by the CPRC - BUS:

- As outlined in overview.
- B Ridgeley reiterated an expression of gratitude for the assistance provided by J Garrett and B Penfound for the language/wording suggestions and noted that the suggested changes would be made as outlined in Kual.
- A Hay confirmed that the other practicum courses were pass/fail and requested that the graduation requirements be amended.
- **Graduation requirements to be amended to reflect the following:**
 - **Students must obtain a minimum grade of 70% in each of the graded courses in the program to graduate as well as successfully complete the three practicum placements with a pass.**
- **D Mehus reminded the committee that changes should also be made to the effective term date for all the associated courses to reflect Fall 2023.**

Carried

5.4 Curriculum recommended by the CPRC – HSD

- S Marken provided an overview of the Recreation Therapist Assistant Certificate for the committee.
- One-year program for students who would like a shorter timeline option and focused on the recreation therapist side.
- D Mehus asked whether the courses were all three (3) credits as this was not outlined in all cases.
- S Marken explained that not all the courses were three (3) credits.
- J Garrett sought confirmation on the information provided in the consultation documentation section and whether the follow-up with Continuing Studies was completed.
- S Marken indicated that this was done and there was no concern.

a. New course: THER 152 Preceptorship: Recreation Therapist Assistant

Motion: B Hall/A Hay

That Education Council approves the new course: THER 152 Preceptorship: Recreation Therapist Assistant as recommended by the CPRC - HSD:

- Preceptorship course for students in the Recreation Therapist Assistant Certificate.

Carried

b. New program: Recreation Therapist Assistant Certificate

Motion: D Mehus/M Somerville

That Education Council approves the new program: Recreation Therapist Assistant Certificate as recommended by the CPRC - HSD:

- Certificate provides students with the opportunity to take a shorter program.
- D Mehus sought clarification on the schedule and how the information was presented.
- S Marken provided an explanation of the breakdown of the semesters/timeframe for the committee.
- B Penfound sought clarification on the graduation requirements and the wording outlined.
- S Marken clarified that the practica are based on pass/fail and not a percentage.

Carried

- Meeting break at 5:53 pm
- Committee resumed at 6:02 pm

c. Course revision: PNSG 311 Health Promotion III

Motion: B Hall/B Penfound

That Education Council approves the course revision: PNSG 311 Health Promotion III as recommended by the CPRC - HSD:

- L Postowski outlined the following changes for the proposal under review:
 - Addition of PNSG 217 A to prerequisite section.
 - Update to calendar description.

Carried

d. Course revision: PNSG 312 Professional Practice III

Motion: M Somerville/A Hay

That Education Council approves the course revision: PNSG 312 Professional Practice III as recommended by the CPRC - HSD:

- Addition of PNSG 217A to prerequisite section.
- Update to calendar description.

Carried

e. Course revision: PNSG 313 Variations in Health III

Motion: D Mehus/A Hay

That Education Council approves the course revision: PNSG 313 Variations in Health III as recommended by the CPRC - HSD:

- Addition of PNSG 217A to prerequisite section.
- Update to calendar description.

Carried

f. Course revision: PNSG 315 Professional Communication III

Motion: B Hall/D Mehus

That Education Council approves the course revision: PNSG 315 Professional Communication III as recommended by the CPRC - HSD:

- Addition of PNSG 217A to prerequisite section.

Carried

g. Course revision: PNSG 316 Integrated Nursing Practice III

Motion: D Mehus/J Garrett

That Education Council approves the course revision: PNSG 316 Integrated Nursing Practice III as recommended by the CPRC - HSD:

- Addition of PNSG 217A to prerequisite section.

Carried

- K Kazimer provided an overview of the program revision and the associated course revisions that were under review.
- The change/s were primarily name changes from aboriginal to indigenous.
- The change aligns with OC's direction and is also more inclusive.
- Updates to program and subject codes.
- Learning outcomes added to Quali – updates to some areas, where applicable to reflect changes outlined.

h. Course revision: ICSW 111 Indigenous Peoples of Canada

Motion: B Hall/D Mehus

That Education Council approves the course revision: ICSW 111 Indigenous Peoples of Canada as recommended by the CPRC - HSD:

- As outlined.
- Course title change.
- Update to calendar description.
- A Hay sought clarification on the update/s to the calendar descriptions in Quali.
- K Kazimer explained that the calendar description for some of the course proposals under review were updated with grammatical changes.

Carried

i. Course revision: ICSW 112 Social Determinants within Indigenous Communities

Motion: J Garrett/M Somerville

That Education Council approves the course revision: ICSW 112 Social Determinants within Indigenous Communities as recommended by the CPRC - HSD:

- As outlined.
- Course title change.
- Update to calendar description.

Carried

j. Course revision: ICSW 113 Introduction to Indigenous Traditional Knowledge Systems

Motion: B Hall/M Somerville

That Education Council approves the course revision: ICSW 113 Introduction to Indigenous Traditional Knowledge as recommended by the CPRC - HSD:

- As outlined.
- Course title change.
- Update to calendar description.

Carried

k. Course revision: ICSW 114 Introduction to Indigenous Law

Motion: D Mehus/J Garrett

That Education Council approves the course revision: ICSW 114 Introduction to Indigenous Law as recommended by the CPRC - HSD:

- As outlined.
- Course title change.
- Update to calendar description.

Carried

- I. Course revision: ICSW 115 Professional Practice in Human Service Work**
Motion: A Hay/ B Hall
That Education Council approves the course revision: ICSW 115 Professional Practice in Human Service Work as recommended by the CPRC - HSD:
- As outlined.
 - Update to calendar description.
- Carried**
- m. Course revision: ICSW 116 Holistic Supports and Services**
Motion: M Somerville/A Hay
That Education Council approves the course revision: ICSW 116 Holistic Supports and Services as recommended by the CPRC - HSD:
- As outlined.
- Carried**
- n. Course revision: ICSW 117 Health, Safety and Wellness**
Motion: D Mehus/J Garrett
That Education Council approves the course revision: ICSW 117 Health, Safety and Wellness as recommended by the CPRC - HSD:
- As outlined.
 - Update to calendar description.
- Carried**
- o. Course revision: ICSW 118 Interpersonal Skills for Human Service Professionals**
Motion: M Somerville/B Hall
That Education Council approves the course revision: ICSW 118 Interpersonal Skills for Human Service Professionals as recommended by the CPRC - HSD:
- As outlined.
 - Update to calendar description.
- Carried**
- p. Course revision: ICSW 119 Human Development/Lifespan**
Motion: A Hay/W Gillett
That Education Council approves the course revision: ICSW 119 Human Development/Lifespan as recommended by the CPRC - HSD:
- As outlined.
 - Update to calendar description.
- Carried**
- q. Course revision: ICSW 120 Reconciliation: Relationships and Indigenous Communities**
Motion: D Mehus/B Hall
That Education Council approves the course revision: ICSW 120 Reconciliation: Relationships and Indigenous Communities as recommended by the CPRC - HSD:
- As outlined.
 - Course title change.
 - Update to calendar description.
- Carried**

- r. **Course revision: ICSW 121** **Introduction to Substance Abuse Counselling**
Motion: M Somerville/B Hall
That Education Council approves the course revision: ICSW 121 Introduction to Substance Abuse Counselling as recommended by the CPRC - HSD:
- As outlined.
Carried
- s. **Course revision: ICSW 122** **Group Facilitation**
Motion: M Somerville/W Gillett
That Education Council approves the course revision: ICSW 122 Group Facilitation as recommended by the CPRC - HSD:
- As outlined.
- Update to calendar description.
Carried
- t. **Course revision: ICSW 123** **Motivational Interviewing**
Motion: J Garrett/M Somerville
That Education Council approves the course revision: ICSW 123 Motivational Interviewing as recommended by the CPRC - HSD:
- As outlined.
Carried
- u. **Course revision: ICSW 124** **Workshops**
Motion: D Mehus/J Garrett
That Education Council approves the course revision: ICSW 124 Workshops as recommended by the CPRC - HSD:
- As outlined.
- Update to calendar description.
- B Penfound outlined an error in the calendar description – **In the second sentence, the word is will be changed to are.**
Carried
- v. **Course revision: ICSW 125** **Practicum**
Motion: A Hay/D Mehus
That Education Council approves the course revision: ICSW 125 Practicum as recommended by the CPRC - HSD:
- As outlined.
- Update to calendar description.
Carried
- w. **Program revision: Indigenous Community Support Worker Certificate**
Motion: D Mehus/W Gillett
That Education Council approves the program revision: Indigenous Community Support Worker Certificate as recommended by the CPRC - HSD:
- As outlined.
- Program name change.
- Update to program description.
Carried

5.3 Standing committee reports

- a. Operations Committee
- Minutes to come in camera.
- b. ARP Committee
- Not met.

- c. CCC Committee
 - Not met.
- d. Tributes Committee
 - Not met.

6. Reports

6.1 Council Chair's report – D Marques

- D Marques noted that promotions are underway to fill the vacant student representative seats.

6.2 VP Academic and Provost report – A Hay

- Nothing to report.

6.3 Registrar's report – B Burge

- Nothing to report.

6.4 Board of Governor's report – A Alexander

- In the absence of the Board of Governor representative due to an early departure, there was no report.

7. In camera session

Motion: B Penfound/A Hay
That Education Council moves in camera.
Carried

a. November 7, 2022 Operations Committee minutes

Motion: J Garrett/B Penfound
That Education Council accepts the November 7, 2022 Operations committee meeting minutes as presented.
Carried

Motion: W Gillett/D Mehus
That Education Council moves out of camera.
Carried

8. **Date, time of next regular meeting** – Thursday, January 12, 2023 at 4:00 pm.

9. **Deadline for agenda items** – Wednesday, December 14, 2022 at 12:00 pm.

10. **Adjournment** at 6:39 pm

Motion to adjourn: A Hay/D Mehus
Carried