

**Okanagan College Education Council  
Minutes of Thursday, September 3, 2009  
Room S103B Student Services Boardroom – Kelowna Campus**

**Approved**

**Present:** D Cook, R Dhillon, S Dieno, J Gabanowicz, R Gee, A Hay, R Huxtable, T Kosowick, C Kushner, J Mantyka, S Marken, A McKinnon, S Mendoza, J Muskens, M Nicholson, B Nudd, S Seaton, H Schneider

**Regrets:** A Leimert, J Hamilton

**Absent:** Y Pinder

**Guests:** N Ankerstein, M Douglas, M Befus, A Kennedy, D Warren, S G Robinson, A Mackie, J Haller, J Brooks

**Recorder:** D Crommer

**1. Determination of Quorum and Call to Order**

The meeting was called to order at 4:01

**2. Adoption of the Agenda**

**Motion:** J Gabanowicz/M Nicholson

“That Education Council approve the agenda as circulated.”

- R Gee advised that agenda items 5.3 a – h will be combined and voted on as one motion but discussed separately.

**Carried**

R Gee welcomed and introduced the new members – T Kosowick, B Nudd and S Seaton. He welcomed back M Nicholson.

**3. Approval of the Minutes**

**3.1 Minutes of the June 4, 2009 Education Council Meeting**

**Motion:** A Hay/J Mantyka

“That Education Council approve the minutes of the June 4, 2009 Education Council meeting as presented.”

- Spelling and grammatical errors were corrected.
- A Cossentine requested an amendment to agenda item 5.5. The first bullet is amended to read as ‘*A Cossentine provided a summary of the report based on a survey of 23 (of 39) CPRC members including all four CPRC Chairs.*
- Point 2 is amended to read as ‘*scheduling is an issue – Education Council needs to inform Portfolio Deans and department chairs about Education Council standing committee membership and department chairs need to accommodate schedules to allow members to attend meetings.*
- *The committee members were A Cossentine and S Dieno.*
- Item 5.3 c), second bullet is amended to read as ‘*...of components, therefore; like Trades programs, individual courses are not described in the calendar.*’

**Carried as revised**

**3.2 Minutes of the May 29, 2009 Operations Standing Committee**

**Motion:** J Mantyka/D Cook

"That Education Council approve the work of the Operations Committee as reflected in the minutes of the May 29, 2009 Operations Standing Committee meeting as presented."

**Carried**

#### 3.3 Minutes of the June 25, 2009 Operations Standing Committee Meeting

**Motion:** A McKinnon/S Dieno

"That Education Council approve the work of Operations Committee as reflected in the minutes of the June 25, 2009 Operations Standing Committee meeting as presented."

**Carried**

#### 3.4 Minutes of the August 25, 2009 Operations Standing Committee Meeting

**Motion:** S Mendoza/B Nudd

"That Education Council approve the work of Operations Committee as reflected in the minutes of the August 25, 2009 Operations Standing Committee meeting as presented."

**Carried**

### 4. **Business Arising**

4.1 Calendars have been ordered and will available for the next meeting. The calendars will be kept in the Boardroom and available for use by all Education Council committees. J Muskens advised that there have been some significant changes to the Business degree and diploma programs. The calendar is being worked on and it is hoped that it will be much more streamlined for next year. The PDF version will be updated three times per year and the next update will be for the January intake. It is expected that the online version will be updated about one month before registration or in late November and the following update will be in May.

A member asked who to speak with as there are student complaints. Refer complaints to J Muskens.

A member asked that the print calendars for Education Council include the updated pages for the Business programs. J Muskens will look into this and advise.

#### 4.2 Operations Committee Approvals

- R Gee referred to the four motions on page 27 and advised that background information is on page 28

**Motion:** A McKinnon/M Nicholson

"That Education Council approve the course revision: ECED 101 Interpersonal and Personal Communication Skills as recommended by the Operations Committee."

**Carried**

**Motion:** S Mendoza/D Cook

"That Education Council approve the proposal for the program revision: Early Childhood Education Diploma as recommended by the Operations Committee."

**Carried**

**Motion:** J Mantyka/D Cook

"That Education Council approve the appointment of Anne Cossentine to the Curriculum Criteria and Calendar Committee as a faculty member selected to ensure diverse knowledge for the term 2009 – 08 – 01 to 2011 – 07 -31 as recommended by the Operations Committee."

**Carried**

**Motion:** H Schneider/M Nicholson

“That Education Council approve the appointment of Laura Thurnheer to the Tributes Standing Committee as a faculty member representative from degree programs for the term 2009 – 09 – 01 to 2011 – 07 -31 as recommended by the Operations Committee.”

**Carried**

**5. New Business**

5.1 CPRC – T/A (Trades and Apprenticeship)

**a.) New program – International Welding Level ‘C’: Certificate**

**Motion:** S Mendoza/D Cook

“That Education Council approve the proposal for the new program: International Welding Level ‘C’ Certificate, as recommended by the CPRC – T/A”

- N Ankerstein advised that this program is similar to the programs that have been approved in the past, but with the focus on Welding Level ‘C’. Math, Communications and an Orientation component have been included in this program proposal.
- A member had done a comparison with the current Welding ‘C’ and questioned why there is a need for a separate program. N Ankerstein advised that usually there is a need for some assistance with the communications and often with the math skills. The program length is important for immigration purposes. S G Robinson added that in addition to the program length requirement this accommodates the post-graduate work.
- A member asked about integrating the international students in with the Canadian students as part of the experience. J Haller added that this is part of welding program. The department offers a morning shift and an afternoon shift and these will overlap in the shop so integration does happen.
- A member noted that WELD 110 and WELD 111 are new courses and should be presented as new courses. There is no designation of workload and the courses seem to be designated as welding courses. J Haller advised that the Communications component deals mostly with terminology that students will need to be successful in a Canadian work environment. While in Jamaica, they noticed that the shortcoming was in what they called something versus what we called it. The time spent in class will focus on terminology. The Math component is specific to the welding program. J Haller confirmed the courses will be taught by Trades instructors and not AACP instructors.
- A member asked if this should be a service course or a Trades course.
- A member referred to the last sentence, noting the job market for Canadians is not strong and wondered if the institution is opening itself up to criticism in training people from other countries when we have unemployed tradesmen.
- N Ankerstein advised that the department is continually monitoring the labour market and it does seem that the majority return to their home country. OC is not recruiting or filling seats at this time.
- J Haller advised that this committee is approving a program that is going on the shelf. He added that Education Council should not debate the ethics of bringing in foreign workers at this time. This program will be on the shelf. He added there is an indication that there will be a labour shortage due to retirements in the next few years.
- A member advised that there is no opposition to the program, and does not want open the institution to criticism in the press.

- A member added that as this program is not a rush, they would like to see the course outline more than two sentences as it could well be infringing on CMNS or AACP.
- J Haller advised that the instructors are currently teaching and this course is more focused for international students. We do this already and do include trades math in virtually every program including culinary arts.
- The member advised that the problem is the title and vague description that refers to the use of a textbook and PowerPoint presentations.
- A member added that Education Council should review all new courses. This would include having an opportunity to review locally developed courses and we should have an opportunity to review new courses. The member asked why there is an exception for this area
- R Gee advised that past practice has been that Trades and Continuing Studies do not submit individual proposals for courses. Many of the courses are modules or components of programs and are not offered independently but only as part of the program.
- J Haller added that the Trades department runs into this all the time – the term ‘course’ is misused and it should probably be called a module. These courses are not offered separately and only as part of the program. They are given separate names and numbers for the Registrar’s Office
- A Hay added that WELD 110, WELD 111 and WELD 112 are not part of the ITA portion but are part of departmental offering. He agreed that the description is generic and suggested that descriptors be more accurate.  
**Motion:** S Dieno/R Huxtable  
 “That Education Council refer the International Welding Level ‘C’ Certificate back to Trades Department for additional work and clarification.”
- A Hay clarified that the parts being referred back are WELD 110, WELD 111 and WELD 112.
- R Gee advised there are several grammar errors in other courses that should be corrected.
- A member asked for clarification if these are modules why are we calling them courses. The member added that this is misleading and graduation requirements should indicate they are not courses.
- J Haller added that this is a historical thing and may mean that everything needs to be changed.
- A member advised that the issue of this being a course or a module needs to be sorted out. The member added support for referring the proposal back as there is not an urgency to develop a program that will sit on the shelf.
- J Haller noted the need to offer the program can change overnight.
- S G Robinson advised that two groups from other countries have approached us about this type of program and the intent is for the students to return home after receiving the training.
- R Gee advised that as he is not hearing there are larger issues regarding the content of the math and communication.
- A member expressed concern about receiving conflicting information such as stating that the English and math is for immigration purposes.
- S G Robinson clarified this issue for Council.
- A member noted that under the program description, it indicates that ‘Graduates from this program may qualify for a Level C certification with five months of practical welding experience’ and this needs to be clarified as well.

- J Haller clarified that the department will review the three modules as identified with the understanding that everything is not being changed to 'modules'.
- R Gee requested they review they last issue just raised regarding five months and the graduation requirements.

**Carried to refer back**

## 5.2 CPRC – STH (Science Technology and Health)

### a.) Course revision – HSW 108

**Motion:** J Gabanowicz/S Mendoza

“That Education Council approve the proposal for a course revision: HSW 108 Health Care Skills, as recommended by the CPRC – STH”.

- M Douglas advised that course was revised to reduce the number of contact hours. The department hired two community health workers to review the course and the outcome was that many topics that used to be included in the course content are now redundant. The course had been reduced from 75 hours to 45 hours. The course that presented is much more consistent with community standards and better for students.
- S Marken added that the practical skills portion that has been eliminated is no longer needed.
- M Douglas added that some skills are learned on the job and what should be learned in the classroom were the nursing procedures. The nursing procedures are not needed for community support workers. The department is comfortable that content is what students need.
- A member asked when a revision should become a new course. R Gee advised that more likely a new course would include several additions to the content.
- M Douglas added that the department is using almost the same amount of lab time hours prior to the revision and the content that is kept is from the old course. The content being deleted was the unused or unneeded portion.
- R Gee suggested that two words '*who are*' be added to the first sentence of the proposed course description as follows: "...*special needs who are living in community...*".
- R Huxtable advised that he did not support the change and Education Council is word-smithing and that is not the intent of Council.
- A member expressed support for the minor change for the proposal to read better. The member added there is no change to content but a minor grammatical correction.

**Carried as revised**

### b.) New course – COSC 180

**Motion:** J Gabanowicz/T Kosowick

“That Education Council approve the proposal for a new course: COSC 180 Multimedia Computing, as recommended by the CPRC – STH”.

- D Warren advised that this proposal has been to Education Council before and there were problems with the rationale and course description. The issue has been teaching programming to non Computer Science majors. D Warren advised that there has been a high success rate with the new text and she took the training to teach this method. The course uses media files and is more appealing to Arts students. This course is in addition to COSC 122 but is not replacing COSC 122. Students have expressed interest in this course

as it offers another approach or method of reaching the same information.

- A member added that many Arts students take COSC 122 for the lab requirement. The member asked if this new course would meet that requirement or if it would be too challenging.
- COSC 180 would have the same status as COSC 122 for the science requirement but does not count as a lab science.
- A member commented that the description is not written to attract students that are not interested in being a programmer.

**Motion:** S Mendoza/S Dieno

“That Education Council refer the COSC 180 proposal back for review and rewriting of the course description.”

- A member suggested that this course is designed for non Computer Science majors from any department. It was determined that this course would meet the science course requirement for Arts majors.
- R Gee added that at Georgia Tech, all students took the same programming course and it did not work for everyone. The material was appropriate and they determined they needed to revise the way the course was offered to attract or appeal to all students.
- Another member added support for the course with a revised course description.

**Carried to refer back**

C Kushner and H Schneider left at approx 5:15

### 5.3 CPRC – BUS (Business and Commercial Aviation)

M Befus advised that the Medical Administrative Assistant program has been offered through BCcampus. BCcampus is a collaboration of many BC colleges. The program being presented for approval is the program offered by other colleges and is similar to other courses that we offer online. The courses are currently being taught online by ten other colleges and this will allow us to collect the tuition and offer the certificate in our name. The colleges collaborate on course development and some colleges specialize in certain areas and may not offer all programs and other colleges offer the majority of the courses and programs. We have the equivalent of 30 FTE taking BCcampus courses and this amounts to between \$80,000 and \$90,000 of tuition. This program has a two-day practicum and students have to find their own practicum placement. Students tend to be more successful if they choose the practicum placement as they determine the type and size of the practice. Students register from as far away as the Yukon.

#### a.) New courses –

Motion: M Nicholson/S Seaton

“That Education Council approve the proposals for new courses: MAA 110 Medical Terminology I, MAA 111 Medical Terminology II, MAA 112 Medical Terminology III, MAA 120 Medical Administrative Procedures, MAA 126 Medical Transcription, MAA 130 Medical Billing – Manual, MAA 131 Medical Billing – Computerized and MAA 140 Clinical Procedures and Practices as recommended by the CPRC – BUS”.

MAA 110 – Medical Terminology I

- A member asked for clarification of the prerequisite ‘Online Learner Success.’ M Befus advised that this is a BCcampus course that is free to students. It can be deleted as students are advised to take this course before admission to the program.

- J Brooks suggested that under the prerequisites that 'Online learner success should be deleted and 'entrance' should be replaced by 'admission'.
- Change the date of implementation to *October 2009* for all courses and the program.
- A member asked if this is the same program that is offered by Continuing Studies. M Befus advised that it is the similar. She advised that they met with CS on three occasions to discuss the program. The difference is that the CS program is offered evenings on an in-class basis and this is offered as an online course. The department would like to work out a laddering option with CS.

MAA 111 – Medical Terminology II

- Change implementation date to October 2009

MAA 112 – Medical Terminology III

- Change implementation date to October 2009

MAA 120 – Medical Administrative Procedures

- Change implementation date to October 2009

MAA 126 – Medical Transcription

- Spelling corrections were corrected
- Change the implementation date to October 2009

MAA 130 – Medical Billing – Manual

- Delete 'manual billing' in the course description
- Change the implementation date to October 2009

MAA 131 – Medical Billing – Computerized

- Change the implementation date to October 2009

MAA 140 – Clinical Procedures and Practices

- Correct the course title as *Procedures and Practice* from Practice and Procedures as it is indicated both ways.
- Change the implementation date to October 2009

b.) New program – Medical Administrative Assistant

Motion: S Marken/S Mendoza

"That Education Council approve the proposal for a new program: Medical Administrative Assistant Certificate, as recommended by the CPRC – BUS".

- A member noted that the admission requirements seem to be distinct.
- M Befus advised that the admission requirements should be almost the same as the Legal Admin Assistant program requirements.
- The member advised these are different.
- J Brooks added the admission requirements are not meant to be unique and this is a BCcampus program.
- The admission requirements are to be as follows:
  1. *BC Secondary graduation or an equivalent or 19 years of age and out of secondary school for one year as of the first day of classes.*
  2. *A minimum keyboarding speed of 50 net wpm*
  3. *One full year of administrative experience within the past three years, or successful completion (within the past two years) of an office administration program at the post-secondary level, equivalent to Okanagan College's Legal Access, Office Assistant*

*or Administrative Assistant certificate programs, or a score of at least 70% on the department's challenge exams in English, mathematics, keyboarding, computer and word processing.*

- Students can take individual course or take all the courses and earn the certificate. The department uses a rough guideline to encourage students to complete all courses within three years.

**Carried as revised**

#### 5.4 CPRC – AFP (Arts and Foundational Programs)

##### a.) New course - ECON 335

Motion: R Huxtable/A McKinnon

“That Education Council approve the proposal for a new course: ECON 335 The Economics of Social Issues, as recommended by the CPRC – AFP”.

- R Huxtable advised this course speaks for itself and the business department supports it as an elective.
- An analysis of enrolment in upper-level courses has been started to determine if we are reaching the saturation point. It needs to be determined how many courses are needed in the pool and how many are offered at any one time.
- A member added that when business offers support it means that this is an area that students may be interested in. The Business department is not a gatekeeper of courses.
- A member expressed concern with the prerequisites. R Huxtable advised that the department believes that third-year standing and six credits of Arts is sufficient for students to succeed in the course.
- A member asked about the mandate of the college with regard to upper-level courses and what direction the college wants to go. The member also asked if this limits both Arts and Business students from enrolling in this course.
- A member explained that a student needs xx number of credits at the 300 level to declare a major. This course is in keeping with what actually happens. This course is another option at the 300-level that does not require students to have course specific prerequisites such as six credits of ECON.
- A member added support for the course acknowledging that there needs to be some mechanism to know what determines a 300-level course. The member asked what distinguishes a 200-level course from a 300-level course.
- R Gee added that this discussion is scheduled to take place later.
- A member added that a 300-level course should have basics or fundamentals that were learned in 200-level courses.
- R Huxtable added that this course was designed for students without an Economics background.
- Correct the course description to include (3,0,0) and delete this information from the rationale.

**Carried**

##### c.) New course - POLI 220

Motion: S Marken/B Nudd

“That Education Council approve the proposal for a new course: POLI 220 The Politics of Human Rights, as recommended by the CPRC – AFP”.

- A member advised that this sounds like a good course and questioned how is it determined to offer this course as a 200-level course.
- R Huxtable advised that we need to rely on departmental judgement.

- A member recalled that previously there was a course that was offered at the 300-level and believes it was renumbered at the 200-level because of a similar UBCO course offered at the 200-level.

**Carried**

d.) New course – POLI 346

Motion: S Mendoza/M Nicholson

“That Education Council approve the proposal for a new course: POLI 346 The Institutions of Global Governance, as recommended by the CPRC – AFP”.

- R Huxtable advised that this course speaks for itself and the rationale is longer as the department considered the needs of Education Council and previous proposals.
- A member added support for the course noting that at times things become more specialized while at other times, things become more generalized.
- A member added that this is a good offering for students going into International Relations at UBCO.
- A member acknowledged support for the course and advised that he does not totally agree with relying on the judgement of the department or portfolio and feels we have to add more than that.

**Carried**

5.5 “Upper level course’ discussion (M Boulter letter)

- R Gee advised that Education Council needs some guidance on this issue. Neither the departments nor the CPRC committees worry if there are enough students to offer a course.
- R Huxtable suggested that Education Council strike a committee to review this issue. He added there needs to be a process to give proposers help to determine what level a course should be offered at.
- R Gee noted that we need a subcommittee of Ed Council to look at this and not a committee of the CPRC’s.
- A member added that sometimes the courses are discipline specific and the level may vary from one discipline to another i.e. Arts to Science.
- A member added that Ed Council needs to have some discussion regarding this issue before referring it to a subcommittee. The member added that consideration be given to such issues as does Education Council have the responsibility to determine if course is set at the right level. If so, what criteria should be considered in making this determination regardless of whether it is a Science or an Arts course. Other factors might include what are the deliverables, does the course require research work or what type of reports are required. The member added there should be benchmarks such as what other institutions offer a similar course and at what level.
- A member suggested that the college mandate be considered. The mandate of OC is not knowledge-based degrees. Our first- and second-year courses are transferable. When do we offer a large number of 300-level courses without offering degrees?
- A member added that the criteria for third-year students are set by student intellectual history but they may not have background in a specific subject area in Arts.

**Motion:** S Marken/R Gee

“That Education Council strike a subcommittee to review what criteria should be considered when determining the appropriate level for a course.”

- The committee will also review what determines a credit.

- A member expressed support for the subcommittee as long as the judgement does not reside within Education Council. The member suggested that this may be best answered in each faculty and we should not presume the outcome.
- A member suggested that we check to confirm what the legislation covers with regard to this matter.
- A member added quality control is important and that the subcommittee will report back and Education Council will have an opportunity to discuss the report.
- R Gee suggested that the committee will have specific questions to answer. He asked for volunteers and for a timeline.
- A member asked other institutions have had similar discussion and what the outcome was.
- A member asked if the committee should be called a task force or an ad hoc committee and if it would include other members not on Education Council.

**Carried**

- R Gee, R Huxtable, A McKinnon and S Seaton will serve on the committee. J Gabanowicz suggested a student serve as a member of this committee and will sit on the committee or find a student member.
- A timeline of three months was set with the committee reporting back at the December 2009 Education Council meeting.

5.6 “What determines a credit” discussion

- R Gee advised that this issue arose as a result of a request from the Early Childhood Education department to convert from an hours-based program to a credit-based program.
- A member added this should be a separate discussion.
- Another member expressed a preference for a subcommittee to research on this topic.

**Motion:** A Hay/M Nicholson

“That Education Council form a committee to review what should determine a credit and report back to Education Council.”

**Carried**

- The committee will have the same timeline as the previous committee and report back at the December 2009 Education Council meeting.
- Committee members include, R Gee, J Muskens, M Nicholson and may include others.

5.7 “Lecture vs Lab vs Seminar’ discussion

**Motion:** R Gee/R Huxtable

“That Education Council form a subcommittee to review what constitutes a lecture vs a lab vs a seminar and report back to Education Council.

- Reporting back to the December 2009 Education Council meeting was also used for this committee
- R Gee, R Huxtable, T Kosowick, M Nicholson, J Gabanowicz volunteered to serve on this committee. Other faculty may be involved or consulted.

**Carried**

5.8 Standing Committee Reports

- a.) ARP Committee – R Gee

- R Gee asked M Nicholson to serve as an Education Council voting member on this committee. She agreed to do so. M Nicholson was a faculty member representing the business Department on this committee. He added that the committee has not met recently.
- b.) CCC Committee – not met recently
  - R Gee advised that this committee has not met recently. He noted that earlier in this meeting we appointed A Cossentine to the committee and he expected the committee would be meeting in the near future.
- c.) Tributes Committee –
  - The Committee will be meeting in September and one of the items to be discussed will be the number of convocations held at OC each year.

#### 5.9 In Camera Session

- This item was deferred to the Operations Committee which will meet on Friday, September 4<sup>th</sup> at 9:30 am.

**Carried**

## 6. Reports

### 6.1 Council Chair's Report

- R Gee reported that notice of election and call for nomination posters are in the mail to the campuses and are to be posted early next week.
- He advised that members would be receiving an email with a link to a Globe and Mail article regarding Education Council approvals at another BC College.
- He will be attending the CoEdCo meeting in Vancouver on Nov 7<sup>th</sup>.
- R Huxtable asked about 'mature student status' and courses being referred back for this reason. R Gee confirmed that some course proposals had been referred back by Education Council and the department had been requested to revise the prerequisites. The proposals were returned several months ago and have not been resubmitted. He added that the CCC committee is also discussing the issue of mature student status. R Huxtable advised he is currently giving waivers to students. The department would like Education Council to reconsider the prerequisites as the department does not wish to make any changes.
- R Gee referred to ENGL 116 as an example where a mature student may be out of school for one or two years and now must meet the LPI requirements regardless whether or not they meet the English 12 requirements.
- A member suggested that we need to define a mature student. The member asked if it is a person that has been out of school for a year or two or is it a person that has not graduated from grade 12.
- R Gee suggested that the department clarify the language and it be placed on the agenda for the September CPRC – AFP and the Education Council office will place the proposals on the agenda for the October 1, 2009 Ed Council meeting.
- R Huxtable advised that this issue is larger than this. Cleaning up the issue of mature students will not be resolved by approving two courses. The issue needs to be addressed not the courses.
- R Gee advised that if the admission requirements or prerequisites are being adhered to, a student out of secondary school for at least one year, must write the LPI and obtain a score of at least 24/40 (Level 4).

- A member suggested that we need to determine how long secondary school courses are valid, especially for some subject areas.
- R Gee asked if members now wished to reconsider the two course proposals in question.
- A member added that the institution should be encouraging students to take the skills assessment test before steering them to the LPI.
- A member advised that we need to be careful about being prescriptive as some people may have been in the business world for 20 years and may have the necessary prerequisites through experience.
- R Gee advised that this is not a problem with regard to student loans and only issue is related to the OC mature student scholarships.
- Add the two Fine Arts course to October 1, 2009 Education Council agenda.

6.2 Vice-President Education Report

- A Hay reported that the Aboriginal Centre will be opened at the Salmon Arm Campus. He added that OC has received one million dollars of funding for a Trades facility in Salmon Arm. The rotating trades program in Vernon has been moved to a location at the Vernon airport.
- In Kelowna, the Centre for Learning is open and the St Paul Street location is closed. OC is about to open a new trades space on Acland Road in addition to the facility on Penno Road.
- In Penticton, we are breaking ground for the Centre for Excellence.
- With regard to the provincial budget, post-secondary education fared well and there were no changes for colleges. We have what we had seen in March.
- With respect to enrolments, applications are up 18.5% and we are seeing higher student numbers. Some applications are in areas that already full, such as nursing. Areas like the technologies are experiencing growth. The demand for AACP courses is strong and helped out by students not meeting the requirements for some programs. This will help out in a year or two down the road as these students enrol in other programs.
- Dianne Crisp is the new Dean for Science, Technology and Health and Jim Barmby is the new Regional Dean for the Shuswap/Revelstoke region.

6.3 President's Report

- No report

6.4 Registrar's Report

- J Muskens advised that she is working on the academic schedule for next year and plans to have a draft prepared for the next meeting.

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6.5 Board of Governor's Report

- No report

**7. Date, Time of Next Meeting**

Thursday, October 1, 2009 at 4:00 p.m.

**8. Deadline for Agenda Items**

Wednesday, September 16, 2009

**9. Adjournment** at 6:50 p.m.