

**Okanagan College Education Council
Minutes of Tuesday, May 3, 2011
Room S103B Student Services Boardroom – Kelowna Campus**

Approved

Present: A Anderson, J Callin, R Gee, J Hamilton, A Hay, R Huxtable, T Kosowick, C Kushner, M Kuse, A Leimert, S Marken, A McKinnon, J Muskens, S Nahal, M Nicholson, B Nudd, H Schneider, S Seaton, D Weir, I Wheeler

Regrets: S Friesen, K Matthews

Absent:

Guests: J Haller, D Keegstra, R Kjarsgaard, A Kilic, D Northcott, S Mansiere, M McCreedy, Y Moritz, J Armstrong, L Terbasket

Recorder: D Crommer

1. Determination of Quorum and Call to Order

- The meeting was called to order at 2:39 p.m.

2. Adoption of the Agenda

Motion: M Nicholson/A McKinnon

“That Education Council approve the agenda as circulated.”

- Add items 5.8 Ad-hoc committee report
- Add item 5.9 First call for nominations for Education Council chair and Vice-chair.
- Move item 5.4 p.) to be the discussed as the first item of new business
- Typing errors were identified and will be corrected.

Carried as revised

3. Approval of the Minutes

3.1 Minutes of the April 7, 2011 Education Council Meeting

Motion: I Wheeler/D Weir

“That Education Council approve the minutes of the April 7, 2011 Education Council meeting as presented.”

- Spelling and typing errors were corrected.
- R Huxtable sent an email clarifying his comments in the second bullet at the top of handwritten page six.

Carried

4. Business Carried Forward

5. New Business

Curriculum recommended by the CPR committees

5.1 CPRC – T/A (Trades and Apprenticeship Programs)

a.) New program – Aircraft Maintenance Engineer Category ‘S’

Motion: I Wheeler/A Hay

“That Education Council approve the proposal for the new program: Aircraft Maintenance Engineer Category ‘S’, as recommended by the CPRC – T/A.”

- R Kjarsgaard advised that BCIT is consolidating their trades program back to the Lower Mainland and we have an opportunity to take over the AMS ‘S’ (Structures) program. This program has been running in

partnership with Flightcraft and along with the partnership comes \$100,000. worth of equipment and good industry partnerships.

- We have a good track record with the AME 'M' program and have never cancelled an intake.
- D Keegstra added that the industry is lacking licensed people and the 'M' licence industry is experiencing a lot of retirements. There is a lack of experience out there and there should be demand for graduates.
- R Kjarsgaard added that the Canadian Military has expressed interest and we will be pursuing a partnership with them.
- R Kjarsgaard referred to the bottom of page 14 and requested that the list of recommended courses be removed. The admission requirements are clear and this is not necessary.
- A member asked what the normal class size is for this program. The AME M program has a maximum of 18 students per class.
- A member noted that BCIT has the ABLE test as requirement for this program. R Kjarsgaard confirmed that this is word for word from BCIT requirements and noted that it is important that we align as we will be partnering with them.
- D Keegstra confirmed that for every 100 hours of instruction students earn one month toward their experience and this is an industry standard.

Carried

5.2 CPRC –BUS (Business and Commercial Aviation)

a.) New course – **BUAD 346 Environmentally Sustainable Enterprise**

Motion: A Hay/M Nicholson

“That Education Council approve the proposal for a new course: BUAD 346 – Environmentally Sustainable Enterprise, as recommended by the CPRC – BUS.”

- D Northcott advised that the practice in business has been that courses are initially offered as selected topics to determine to gauge interest from students and make minor changes to the course. This has been done and the course will be offered as a standalone course
- A member noted that a statement should be added about students not receiving credit for this course if already taken as a selected topics course. Add to the calendar description that: *Students with credit for BUAD 339 Topic – Environmentally Sustainable Enterprise cannot take BUAD 346 for additional credit.*

Carried

b.) Program revision – **Bachelor of Business Administration – Financial Services Specialty**

Motion: I Wheeler/M Kuse

“That Education Council approve the proposal for the program revision: Bachelor of Business Administration – Financial Services Specialty, as recommended by the CPRC – BUS.”

- The option was originally developed in the diploma program (BUAD diploma has options and BBA has specialties) and when we offered the degree program we used the same names and now that language is too narrow for our needs. Financial services speak to personal finances and the specialty speaks to the corporate side of the house. On a secondary note, there are three separate parts to corporate financing and we are focused on the asset side of the balance sheet. The department is planning to develop courses on the equity side of the balance sheet and these will be coming forward in the future. The

name change is intended to capture what we are doing and where we plan to go with this specialty. This will give students a choice without enshrining it in the calendar. An example is the accounting specialty where students are given a list of courses and it is not defined what courses are required for a student pursuing a CA, CGA or CMA – that is done through course advising.

- R Gee advised that he is aware that in the past the department had discussions with the Ministry regarding the name and asked if anything needs to be reviewed as a result of the change presented.
- D Northcott advised that it is his understanding that this does not require review beyond this institution.
- Reference was made to the tables on pages 18 and 19. The table on page 18 shows graduation requirements and the table on page 19 is a program outline
- M Nicholson noted that the proposal no longer includes a statement indicating that xx courses (or credits) are required at the 300-level or higher. She acknowledged missing a department meeting so is requesting confirmation that the statement is not being omitted in error.
- D Northcott confirmed this was discussed at a department meeting and it was determined the statement is no longer required.

Carried

Motion: M Nicholson/S Seaton

“That Education Council combine motions 5.2 c.) to 5.2 g.) inclusive into one motion but discuss the proposals separately.”

Carried

Motion: M Nicholson/S Seaton

“That Education Council approve the following proposals as recommended by the CPRC – BUS.”

- Program revision – Business Studies Certificate
- Program revision – Business Administration Certificate
- Program revision – Business Administration Diploma
- Program revision - Commercial Aviation Diploma
- Program revision – Diploma in Culinary Arts

c.) Program revision – Business Studies Certificate

Motion:

- D Northcott advised that the purpose of the change is to have the Admission requirements be the same as they are for students applying for Arts and Science diploma. The Business department currently has a higher English admission requirement and the department has found that many students apply as an Arts or Science student and take business courses.
- Add **English 12 First Peoples** to the admission requirements for all proposals.
- R Gee noted that he believes the intent is that the minimum grade of 60 applies to all prerequisites except for the LPI. If this is the case, the list of prerequisites for all revisions should read as: **A minimum grade of 60 in one of: English 12, English 12 First Peoples, Technical and Professional Communications 12, or an equivalent Provincial Level Adult Basic Education English course;, or a minimum score of level four on the Language Proficiency Index (LPI). Communications 12 is not acceptable.**

- d.) Program revision – **Business Administration Certificate**
 - Add English 12 First Peoples to the admission requirements.
 - e.) Program revision – **Business Administration Diploma**
 - Add English 12 First Peoples to the admission requirements.
 - f.) Program revision – **Commercial Aviation Diploma**
 - Add English 12 First Peoples to the admission requirements.
 - g.) Program revision – **Diploma in Culinary Arts**
 - Add English 12 First Peoples to the admission requirements.
- Carried**

5.3 CPRC – STH (Science Technology and Health Programs)

- a.) Program revision – **Pharmacy Technician Certificate**
Motion: C Kushner/A Hay
 “That Education Council approve the proposal for a program revision: Pharmacy Technician Certificate as recommended by the CPRC – STH.”
 - C Kushner advised that the department is presenting minor changes to the program description to include standard wording and language for applicants for students whose first language is not English. The admission requirements for English are being defined for applicants whose first language is English or for those whose first language is not English
 - **Add English 12 First Peoples** to the English requirements.
 - The typing should read as **35 net WPM**.

Carried

Applied Ecology and Conservation Diploma - Overview

- Y Moritz introduced Jeanette Armstrong and Lauren Terbasket from the En’Owkin Centre in Penticton. S Mansiere will be presenting on behalf of the Biology department.
- This is being presented as a two-year diploma and students will have the option of exiting after one year with a certificate. The program has been built for flexibility to allow students to study on either a full-time or part-time basis. This program will be more applied than is typical for most first or second year science programs – it is more hands-on.
- OC has partnered with the En’Owkin Centre to offer all courses. The En’Owkin Centre is world-renowned in Biology, Ecology and Geology. The South Okanagan region is one of the most threatened ecosystems in Canada. It has the highest biodiversity and number of species at risk.
- In the courses, students gain an understanding about traditional ecological knowledge and will be field-ready in biology or geology.
- The ECCO courses are shadow courses at OC to those offered by the En’Owkin centre. (for example, Students will take a course at En’owkin and it will transfer to ECCO 150.) BIOL courses having the same number as an ECCO course represent the western science perspective on the subject while the ECCO courses represent the Aboriginal perspective on the subject. S Mansiere reviewed a chart showing how students will progress through the program and reviewed the course pairings

- BIOL 283 is a capstone course that will prepare students who wish to continue into a third year of study.
- A member thanked the presenters and complimented them on the presentation.
- J Hamilton added that he has been working on the Ministry end of things for this program and wanted to comment on the importance of the program. This brings together two significant institutions and will be used as an model to others as a partnership working together. It has been many years in the works and thanked Jeanette and her colleagues for their patience in getting this program together.
- A member requested an explanation of the shadow courses. Y Moritz advised that we will accept those courses and we have to have a course to accept those courses into. J Muskens added that we have to have something to transfer these into.
- A member added that he does not read these as shadow courses as the curriculum will show in calendar. It was confirmed that we will never offer these courses and yes, they will be included in the OC calendar.
- A member had questions regarding articulation and transfer. The member noted for the shadow courses, we want students to receive transfer credit in BC. The member also expressed concern regarding BIOL 281 and asked if it will transfer as Biology or as a Political Science course. S Mansiere advised that she has talked with A Kilic about this course and it will be team-taught with a Political Science faculty member. She was unable to confirm if it would transfer as a Biology or Political Science course.
- S Mansiere added that she has asked History about Cross-listing and was told that can happen later.
- A member added that we should not be running anything that does not transfer. One purpose of consultation is to ensure there is no overlap
- A member noted there are two issues with transfer credit and the other is that we need to establish a course to allow En'owkin courses to be accepted by OC.
- S Mansiere noted that in the course development process, the department tried to have as much transfer as possible. She added that this will be different as these students will not have CHEM and may not be eligible for a third-year science program.

S Marken left at 4:50 pm

C Kushner left at 5:00 pm.

B Nudd and T Kosowick left at 5:00 pm.

A Hay left at 5:10 pm.

I Wheeler left at 5:20 pm.

b.) **Course deletion - BIOL 150 Natural History of the Okanagan**

Motion: A Leimert/A McKinnon

"That Education Council approve the proposal for a course deletion: BIOL 150 – Natural History of the Okanagan, as recommended by the CPRC – STH."

- This course has never run and the best way to deal with this and re-use the course number is to delete.
- Consultation has occurred with staff in the Registrar's Office.

Carried

c.) **New course – ECCO 150 Traditional Ecological Knowledge of the Okanagan**

Motion: A McKinnon/S Seaton

"That Education Council approve the proposal for a new course: ECCO 150 – Traditional Ecological Knowledge of the Okanagan, as recommended by the CPRC – STH."

- **Delete the last sentence of the course description.**
- A member noted that there is no reference to the fact that this is a course will be offered by En'Owkin.
- S Mansiere added that she would like to add that this course will be team taught.
- J Muskens asked how and where students will register for this course. Y Moritz advised her understanding is that the students will be block registered at OC.
- A member asked if this program should include a similar statement regarding partnerships as is included in the commercial aviation program. A Hay clarified that the Commercial Aviation program is a bit different as students register in our courses and this situation is slightly different
- A member suggested that another option would be that students receive a letter of permission. J Armstrong added the En'Owkin Centre has a similar agreement with UBCO and UBCO counts the FTE's and courses can be transferred.
- A member added that options for registration are not affecting the integrity of the course

Carried

d.) New course – ECCO 151 **Aboriginal Traditional Knowledge and Conservation**

Motion: M Nicholson/H Schneider

"That Education Council approve the proposal for a new course: ECCO 151 – Aboriginal Traditional Knowledge and Conservation, as recommended by the CPRC – STH."

Carried

Motion: M Nicholson/I Wheeler

"That Education Council combine motions 5.3 e.) to 5.3 h.) inclusive into one motion but discuss each proposal separately."

Carried

Motion: M Nicholson/I Wheeler

That Education Council approve the following proposals as recommended by the CPRC – STH."

- New course – ECCO 152
- New course – ECCO 280
- New course – ECCO 281
- New course – ECCO 282

e.) New course – **ECCO 152 Methods and Application of Traditional Ecological Knowledge**

f.) New course – **ECCO 280 Indigenous Approaches to Knowledge**

g.) New course – **ECCO 281 Working in First Nations Communities**

h.) New course – **ECCO 282 Selected topics in Traditional Ecological Knowledge Science**

- A member asked for confirmation that the prerequisites listed for this course are correct. S Mansiere confirmed the prerequisites are correct.
Carried

i.) **New course – BIOL 150 Natural History of the Okanagan**

Motion: D Weir/I Wheeler

“That Education Council approve the proposal for a new course: BIOL 150 – Natural History of the Okanagan, as recommended by the CPRC – STH.”

Carried

Motion: D Weir/A Anderson

“That Education Council combine motions 5.3 j.) to 5.3 q.) inclusive into one motion but discuss each proposal separately.”

Carried

Motion: I Wheeler/M Kuse

That Education Council approve the following proposals as recommended by the CPRC – STH.”

- New course – BIOL 151
- New course – BIOL 152
- New course – BIOL 153
- New course – BIOL 280
- New course – BIOL 281
- New course – BIOL 282
- New course – BIOL 283
- Course revision – BIOL 203

j.) **New course – BIOL 151 Introduction to Applied Ecology and Conservation**

Motion:

- A member advised that he does not see any reference to Biology adding that after reading the course description this could be an anthropology or geology course. S Mansiere advised that she reads this quite differently adding that the reference to ecology flags this as a biology course.
- Add *from a biological perspective* to end of first sentence.

k.) **New course – BIOL 152 Zoological diversity of BC**

- A member asked for clarification of the ‘existing research project’ referred to in the course description. S Mansiere advised there are many things going on at all times such as bird work, density of species at risk adding this will mean lots of work for the students.

l.) **New course – BIOL 153 Botanical Diversity of BC**

m.) **New course – BIOL 280 History of Biological Thought**

n.) **New course – BIOL 281 Environmental Law, Policy and Planning**

- S Mansiere advised that his course will be team taught by faculty from Biology and Political Science. R Huxtable asked that this information not be included in the calendar as that would require it to be team taught and this allows for the option that it be team-taught.
- There is no change to the calendar description.

o.) **New course – BIOL 282 Selected Topics in Biology**

- p.) New course – **BIOL 283 Conservation Biology**
- q.) Course revision – **BIOL 203 Introduction to Ecology**
Carried
- r.) New diploma program – **Applied Ecology and Conservation Diploma**
Motion: I Wheeler/D Weir
“That Education Council approve the proposal for a new program: Applied Ecology and Conservation Diploma, as recommended by the CPRC – STH.”
- R Huxtable advised that he is pretty much in support of the proposals and the partnership but if there are issues in the future where any course is deemed to be the same as another course there needs to be further consultation. He expressed concern that in some areas it appears there may be about 95% course overlap.
 - S Mansiere advised that she was also concerned that there may be some overlap and believes that any overlap is closer to 30% than to 95%.
 - A member added this is important for transferability only.
 - R Gee pointed out that this is a diploma proposal with a certificate exit point.
 - A member noted that the proposal has an English requirement but not a math requirement and asked why this is the case. S Mansiere explained they are following the standard English language requirements and wording for the Math requirement was different as there seems to be more flexibility with regard to the requirement in different areas of the institution.
 - A member asked about the certificate course and requested further clarification as to the complete requirements – is it any 30 credits or 30 prescribed credits. S Mansiere referred to the table on page 10 of the AEC handout. There should be no need for specific language and the courses could be listed or the table referred to.
 - A member would prefer that the wording be strengthened regarding the En’Owkin Centre partnership.
 - A member asked about the math requirement and expressed concern for students pursuing further education. J Muskens added that using this language, a student would have the capability to upgrade. S Mansiere added that the language is being looked at overall and this will be picked up at that time.
 - S Mansiere clarified that the level of math indicated should be enough for students to be successful in the diploma.
 - A member referred to page 12 advising he is not seeing BIOL 150. BIOL 150 is shown about mid page on the table on page 12 and will be taught in the summer.
 - **Correct the prerequisites on page 12 for ECCO 282 to read as ECCO 152 and for ECCO 283 to read as ECCO 152.**

Carried

J Hamilton left at 5:40

5.4 CPRC – AFP (Arts and Foundational Programs)

- a.) New course – **CMNS 290 Introduction to Video Games Studies**
Motion: A McKinnon/D Weir
“That Education Council approve the proposal for a new course: CMNS 290 – Introduction to Video Games Studies, as recommended by the CPRC – AFP.”

- This course is very theoretical and is not about playing video games.
- R Huxtable advised that September 2011 is a very unlikely implementation date for this course to be offered.

Carried

b.) New course – **ENGL 209 Studies in Professional Editing**

Motion: M Kuse/M Nicholson

“That Education Council approve the proposal for a new course: ENGL 209 – Studies in Professional Editing, as recommended by the CPRC – AFP.”

Carried

c.) New course – **FINA 110 Introduction to Drawing and Visual Storytelling**

Motion: A Leimert/D Weir

“That Education Council approve the proposal for a new course: FINA 110 – Introduction to Drawing and Visual Storytelling, as recommended by the CPRC – AFP.”

- A member questioned why the admission requirements are so long and why they are different from most other Fine Arts courses.
- Another member added that these admission requirements are inconsistent and questioned why English is a prerequisite.
- Change the prerequisites to have them read the same as for FINA 101.

The prerequisites should read as:

- *A minimum of 60 in one of English 12, English 12 First Peoples, Technical and Professional Communications 12 (TPC 12), Advanced Placement English 12 or an equivalent Provincial Level Adult Basic Education English course;*
- *or a minimum of 50 in one of English 12, English 12 First Peoples, Technical and Professional Communications 12 (TPC 12), Advanced Placement English 12 or an equivalent Provincial Level Adult Basic Education English course plus a minimum score of 24/40 (level 4) on the Language Proficiency Index (LPI) test.*
- *Or mature student status and a minimum score of 24/40 (level 4) on the Language Proficiency Index (LPI) test.*

Carried

d.) New course – **FINA 160 Introduction to Canadian and Aboriginal Art History**

Motion: A McKinnon/A Leimert

“That Education Council approve the proposal for a new course: FINA 160 – Introduction to Canadian and Aboriginal Art History, as recommended by the CPRC – AFP.”

- Change the prerequisites to read as the same as for FINA 101.
- The prerequisites are to read as:

- *A minimum of 60 in one of English 12, English 12 First Peoples, Technical and Professional Communications 12 (TPC 12), Advanced Placement English 12 or an equivalent Provincial Level Adult Basic Education English course;*
- *or a minimum of 50 in one of English 12, English 12 First Peoples, Technical and Professional Communications 12 (TPC 12), Advanced Placement English 12 or an equivalent Provincial Level Adult Basic Education English course plus a minimum score of 24/40 (level 4) on the Language Proficiency Index (LPI) test.*

- Or mature student status and a minimum score of 24/40 (level 4) on the Language Proficiency Index (LPI) test.

Carried

- e.) Course revision – **FINA 201 Introduction to Publication Design**

Motion: A McKinnon/S Seaton

“That Education Council approve the proposal for a course revision: FINA 201 – Introduction to Publication Design, as recommended by the CPRC – AFP.”

Carried

Motion: A Anderson/D Weir

“That Education Council combine motions 5.4 f.) to 5.4 h.) inclusive into one motion but discuss each proposal separately.”

Carried

Motion: M Kuse/A Leimert

That Education Council approve the following proposals as recommended by the CPRC – AFP.”

- New course – CRIM 204
- New course – SOCI 204
- New course – WMST 204

- f.) New course – CRIM 204 Women, Crime and Justice

- A member asked if this course will be taught in Penticton. A McKinnon advised that hopefully in the future it will be taught in Penticton. She added that at this time, the department does not have an instructor in Penticton to teach this course.

- g.) New course – SOCI 204 Women, Crime and Justice

“That Education Council approve the proposal for a new course: SOCI 204 – Women, Crime and Justice, as recommended by the CPRC – AFP.”

- h.) New course – WMST 204 Women, Crime and Justice

“That Education Council approve the proposal for a new course: WMST 204 – Women, Crime and Justice, as recommended by the CPRC – AFP.”

Carried

- i.) Course revision – SOCI 304 Globalization and Social Change

Motion: A McKinnon/D Weir

“That Education Council approve the proposal for a course revision: SOCI 304 – Globalization and Social Change, as recommended by the CPRC – AFP.”

Carried

- j.) New course - GEOG 201 Food and Society

Motion: J Callen/M Nicholson

“That Education Council approve the proposal for a new course: GEOG 201 – Food in Society, as recommended by the CPRC – AFP.”

- It was noted that the course name should be **Food and Society**.

Carried

- k.) Course revision – GEOG 211 Social and Cultural Geography

Motion: A Leimert/R Huxtable

"That Education Council approve the proposal for a course revision: GEOG 211 – Social and Cultural Geography, as recommended by the CPRC – AFP."

- Correct the spelling error to the word 'currently' in the rationale.

Carried

- l.) Course revision – GEOG 221 Economic Geography

Motion: M Nicholson/M Kuse

"That Education Council approve the proposal for a course revision: GEOG 221 – Economic Geography, as recommended by the CPRC – AFP."

Carried

- m.) Course revision – GEOG 265 Tourism and Recreation Geography

Motion: D Weir/A Leimert

"That Education Council approve the proposal for a course revision: GEOG 265 – Tourism and Recreation Geography, as recommended by the CPRC – AFP."

Carried

- n.) Course revision – GEOG 270 Geographical Data Analysis

Motion: A Leimert/S Seaton

"That Education Council approve the proposal for a course revision: GEOG 270 – Geographical Data Analysis, as recommended by the CPRC – AFP."

- Correct the spelling errors in the prerequisites and the rationale for GEOG 270.

Carried

- o.) Course revision – POLI 111 The Government of Canada

Motion: H Schneider/D Weir

"That Education Council approve the proposal for a course revision: POLI 111– The Government of Canada, as recommended by the CPRC – AFP."

Carried

R Gee advised that he wished to speak to the following proposal and M Nicholson would be chairing this portion of the meeting.

- p.) New diploma program – International Development diploma

Motion: S Seaton/A McKinnon

"That Education Council approve the proposal for a new program: International Development Diploma, as recommended by the CPRC – AFP and the CPRC - BUS."

- A Kilic advised that this has been a long time project for her and represents collaboration between Business and Political Science.
- This is one proposal with two options – one for Management and other option is Governance.
- A Kilic advised there is support among students for this program. She distributed 150 questionnaires with 47% support in favour of the program. She added the program will bring new students to Okanagan College as this is a new and developing field. She added the plan for the future is to explore or develop new options with other departments. R Huxtable added that this proposal has been presented to Deans Forum and he wanted to compliment Business and Political Science on this positive collaboration.
- A member referred to the English admission requirements noting that ENGL 12 and TPC 12 are accepted and asked about including English 12 First People. A Kilic advised she has used existing language.
- The member advised that it is problematic to allow students into first year courses for this program without meeting the English requirement

and expect completion of the English requirement during the first year as this is not verified by admission staff.

- J Muskens added that she is not certain this would work.
- J Muskens asked why there is no math prerequisite as there is one required for the Business program. A Kilic referred to a document that indicated the Business department will accept Arts admission requirements for students enrolling in this diploma.
- J Muskens advised she is not certain this will work.
- D Northcott added that Business agreed to eliminate all courses in the International Development Diploma that required Math as a prerequisite. He added the Business department is aware that many students apply for an Arts program to get into Business as the admission requirements are easier to meet. He noted that these students will have to take the Math course at some time.
- J Muskens added that there will be students applying to take this diploma as a way to get into the Business program as the admission requirements are easier. This diploma will be used as a back door to get into Business. She added that the department needs to be aware that the students accepted will be different than what they graduate as this creates a loophole.
- A Kilic advised that no matter how many rules there are, the younger generations will find loopholes and we can never prevent that.
- J Muskens add that our goal would be better served by admitting students and knowing where they are going.
- R Huxtable added that the portfolio would not want to bring forward a proposal that does not have integrity. He added that to require a link would not be appropriate.
- R Gee advised that he wants to discuss features that may verge on wordsmithing, something we normally do not do. He added it may be difficult for students to understand some things in here and difficult for the Registrar's office and as well as for graduates. He noted there are two emphases stated and as he reads the proposals students can take a third option which is none of the above and this is not stated. He referred to the smaller sections of the course lists on page 35 and asked if this can be taken without emphasis. A Kilic acknowledged that R Gee has previously brought this to her attention and referred to page 33. On page 33, under the Governance option, there are two emphases; one in Women and Development and the other in Environment and Development. She added that with the Governance option there may be further options.
- R Gee referred to page 35 indicating it reads as though students must choose one of option A or option B.
- A member agreed that the wording is almost right but not quite right.
- A Kilic asked for clarification on what wording. She referred to the graduation requirements on pages 34/35 and indicated they are clear.
- R Gee suggested that students could choose a broadly-based option or option A or option B. He added that he is trying to put himself in the place of a student trying to read the calendar.
- R Huxtable advised that he does not understand the issues that are being brought up as the proposal has been through two CPRC's and the two Dean's are comfortable with the wording.
- R Huxtable added that this is a complicated proposal because of the detail and it is not well served by editing. He advised he believes the role of Education Council is not to discuss nuances.
- R Gee referred to the bottom of page 33 and the top of page 34 advising that the statement at the top of page 34 suggests that

students will have a pathway to the BBA at OC. He added that a proposal for this pathway has not been submitted and as a result this statement should be deleted. He added that the last two sentences on page 33 are not necessary.

- A Kilic acknowledged that she R Gee have gone back and forth on wording and read suggested wording from an email discussion with R Gee. She added that she disagrees and there are some specifics that need to be included in the proposal. A Kilic advised that R Gee expressed concerns about last line on page 33 and she disagrees adding that D Northcott is okay with wording and she does not see the need to change the language.
- A member asked if the wording at the bottom of page 33 applies to both options. A Kilic clarified that the wording at the bottom of page 33 applies to the Management option only. She noted that this proposal may seem out of the norm and in this case we are trying to merge two different departments and faculties to offer this diploma.
- J Muskens expressed the wish that Education Council go back to discuss the math requirement. She added that she believes in flexibility and just as important is that we need to provide service to our students adding that she sees a lot of frustration with the admission requirements and this has the potential to be really messy for the grad clerk to work with. She added that she would like to see language in the calendar that is clear and this language can be interpreted completely differently by students.
- J Muskens advised that students considering the business option need to know up front that Math 11 is highly recommended or that student should have Math 11 before applying for this program. She will follow up with D Northcott.
- A Kilic referred to an email exchange regarding the math requirements. She advised all problems will be resolved with cooperation of the Registrar and it would be much too difficult to change the wording now.
- J Muskens clarified that she is not asking for a change but suggesting that a statement be added. She added that many admission requirements include a statement that indicates xxx is recommended. She added it would be in our best interest to let students know that up front. They will be admitted without the math but they should know it is highly recommended.
- D Northcott advised that he would not have a problem recommending to students that Math 11 is highly recommended. He added that other pathways to the BBA are based on students having a minimum average of 67 in the Associate of Arts.
- A member asked if the math requirement is waived for MATH 114 for students without Math 11. No one was able to confirm this.
- A member asked if students would be able to successfully complete this diploma without the Math 11 requirement. The member added that the admission requirements are not about closing a loophole but about allowing students to be admitted and complete the program for which they applied.
- J Muskens advised that if students decide to use this as entry to the BBA, then we do need to be up front about the Math. We need to tell students in grade 11 that Math 11 is required if they are planning on applying for the BBA.
- M Nicholson asked if both chairs agree to change regarding the math requirements.
- R Huxtable advised that he rejects the change as not all students will go on to the BBA. He added there are lots of options that students will

follow without going on to the BBA. He added that his objection is that this is being seen as a platform to the BBA and the singularity of focus is not the purpose.

- J Hamilton asked if anyone can demonstrate that students that don't have the Math 11 will not succeed. He added that we do not worry about where the students are going next and if that is the issue the way of dealing with that is with the Business program.
- A member advised that it is important that Education Council take into consideration the integrity of this proposal and whether or not consultation has occurred. The member added there could be a concern about some students and we could say that about a lot of students.
- J Muskens advised that based on our statistics, the majority of our students are attending upon completion of secondary school and if a student wants the BBA and does not meet the math requirements, the student will be steered toward this program as a back door entry.
- A Hay asked if the pathway to the BBA is already in place.
- D Northcott confirmed that the pathway has not yet been submitted for CPRC approval. He added that it has been approved at the department level and they are waiting for this to be approved and then the pathway proposal will come forward.
- A Kilic added they were so certain this would go through the pathway statement was included.
- M Nicholson suggested the statement referring to the pathway at the top of page 34 would have to be deleted.
- R Huxtable asked what Education Council would need to see in the Business pathway that is not included in this proposal.
- M Nicholson advised that the BBA pathway has specific criteria that students must meet and it is a timing issue.
- R Huxtable agreed with the sentiment adding that this proposal will need to come back for a revision should the pathway be approved.
- M Nicholson advised other program that have a pathway to the BBA do not state there is a pathway so there should not be any need for any statement to be included in this proposal. She clarified the pathway is in the business program and not in this proposal.
- A member advised that he was not aware the pathways were not mentioned in the other courses or programs. The member questioned if there should be a statement advising the pathway is under consideration.
- R Gee advised that it would be inappropriate to refer to non-existent programs. He added that a revision to this diploma should come back as this is how it has been done in the past – after other proposals have been approved.
- R Huxtable advised that we are here to evaluate programs not nuances and he would support that we amend the BBA pathway.
- M Nicholson restated that since the BBA pathway is not in existence, the sentence at the top of page 34 needs to be deleted with a recommendation to the Business Department that they need to include a similar statement as consequential amendments are included in the pathway to the BBA.
- A member referred to J Muskens' previous comments and added that there has been lots of consultation and that Continuing Studies was looking at a certificate and have now backed away from that. The member added that it is not just high school students considering this field of study but people of all ages including people in retirement.

- R Gee referred to the first statement under the Admission requirements advising it is unnecessary and can be deleted.
- R Huxtable questioned as a point of order why Education Council is reviewing what is necessary or not necessary and why we are wordsmithing. As a point of order, he is finding this inappropriate that the chair is spending a lot of time on detail and missing the big picture. He finds this level of wordsmithing frustrating.
- A member asked why the standard entrance requirements have not been included for this diploma.
- R Gee wished to address concerns raised by R Huxtable. He advised that he sees Education Council's role as not to simply approve something that has gone through a CPRC, but to be sure the course or program is ready for the calendar and to be offered. He added the fact that he needs to say anything addresses the fact that things have been missed.
- M Nicholson asked if it is normal that we refer to BC Transfer guide in the calendar. J Muskens advised that it is not common adding that it is not inappropriate.
- R Gee noted that the admission requirements state that students enrol in one option is inappropriate. J Muskens advised that students enrol in a program and select courses and graduation is with that option.
- A Kilic advised similar language is used in other diplomas and used Environmental Studies as an example.
- J Muskens advised students apply to program and get admitted.
- M Nicholson asked if this is the type of information that gets clarified at this table as the CPRC's would not have this expertise to determine this. J Muskens advised that an audit at the time of graduation determines whether or not a student will graduate with an option.
- **Strike the statement at the top of page 34.**
- R Gee referred to page 35 suggesting there is a problem with how the cross-listed courses are shown. An alternative suggestion had been provided for identifying cross-listed courses.
- Showing them in parenthesis with another course does not identify these as cross listed courses.
- A Kilic advised that she cannot do it that way.
- J Muskens advised that the way they are shown in the proposal is wrong.
- R Gee advised that he is trying to look at this in terms of a student looking at courses and suggests the lists under point b.) has four courses listed.
- R Huxtable added that another suggestion provided make more sense. That would be to state that one of ECON 210 or WMST 211 would make more sense.
- R Gee agreed with that noting the way it is currently listed does not make sense.
- M Nicholson suggested we have a consistent application of how courses are listed in the calendar.
- M Nicholson advised that calendar corrections are to be made to the cross listed courses on page 35.
- R Gee suggested that for clarity the order for points c.) and d.) be reversed and have the English electives in d.) become point c.). The Arts electives in point c.) would become the new point d.) .
- J Muskens requested clarification regarding the English and Communications requirements. She noted that for students in the Management option, Communications is accepted and English is required for the Governance option. She asked if a student has

completed the English or Communications requirement and chooses to change options if they would need to take additional English or Communications courses. If a student completes the English courses and switches to the Management option, do they need to take the Communications courses. A Kilic advised that students in the Management option can graduate with the English courses, but students in the Governance option must have English and the Communications courses would not be acceptable.

- It was noted that at the bottom of page 36, the English and Communications options should be identified as **point c.)**
- A member noted that some of the course numbers on page 35 are incorrect and will need to be checked.

Carried

R Gee resumed the chair.

5.5 Standing Committee reports

- a.) ARP Committee – M Nicholson
No report
- b.) CCC Committee – R Gee
No report
- c.) Tributes Committee – H Schneider
No report

5.6 Standing Committee Nominations

5.7 In camera session

Approval of Candidates for Graduation

Motion: H Schneider/A Leimert

“That the Education Council meeting move in camera.”

Carried

Automotive Service Technician Certificate (Kelowna) September 7, 2010 to April 8, 2011

Motion: J Muskens/H Schneider

The Registrar has verified that the candidates listed herein have satisfied all requirements for the Automotive Service Technician Certificate and, therefore, recommends these candidates to Education Council for approval of the Automotive Service Technician Certificate.

Carried

Office Assistant Certificate (All Campuses) Ending March 31, 2011

Motion: J Muskens/M Nicholson

The Registrar has verified that the candidates listed herein have satisfied all requirements for the Office Assistant Certificate and, therefore, recommends these candidates to Education Council for approval of the Office Assistant Certificate.

Carried

Health Care Assistant Certificate (Penticton) November 1, 2010 to April 22, 2011

Motion: J Muskens/S Seaton

The Registrar has verified that the candidates listed herein have satisfied all requirements for the Health Care Assistant Certificate and, therefore, recommends these candidates to Education Council for approval of the Health Care Assistant Certificate.

Carried

Health Care Assistant Certificate (Vernon) November 1, 2010 to April 22, 2011

Motion: J Muskens/A Leimert

The Registrar has verified that the candidates listed herein have satisfied all requirements for the Health Care Assistant Certificate and, therefore, recommends these candidates to Education Council for approval of the Health Care Assistant Certificate.

Carried

Motion: A Leimert/D Weir

“That Education Council move ex-camera.”

Carried

5.8 Ad-hoc Committee restructure

5.9 First Call for nominations for Education Council Chair and Vice-chair

J Muskens conducted the first call for nominations for Education Council Chair

- M Nicholson nominated R Gee for the position of chair. R Gee accepted.

J Muskens conducted the first call for nominations for Education Council Vice-Chair

- A Leimert nominated M Nicholson for the position of Vice-Chair. M Nicholson accepted.

Second and Third call for nominations will be conducted at the June 2, 2011 meeting of Education Council.

6. Reports

6.1 Council Chair's Report – Rick Gee

- R Gee advised that he had attended an AGC meeting on Saturday and will report at the next meeting.

6.2 Vice-President Education Report – Andrew Hay

- No report

6.3 President's Report - Jim Hamilton

- No report

6.4 Registrar's Report – Jane Muskens

- No report

6.5 Board of Governor's Report – S Nahal

- S Nahal reported that the Board of Governors approved the budget and reviewed the Long Term Education Plan. They asked questions and sought clarification towards a working plan of the LTEP.

7. Date, Time of Next Meeting

Thursday, June 2, 2011 at 4:00 p.m.

8. Deadline for Agenda Items

Wednesday, May 18, 2011

9. Adjournment at 6:10 p.m.