

**Okanagan College Education Council
Minutes of Thursday, June 1, 2017 4:00 pm
Room S103B Student Services Boardroom – Kelowna Campus**

Approved

Present: N deMelo, F Greenslade, J Hamilton, A Hay, R Huxtable at 4:35, J Muskens, C Newitt, N Noble-Hearle, S Rossouw, C Sahlmark, J Sigalet, D Silvestrone, L Skulmoski, R Tyner, P Wetterstrand

Regrets: F Kelly, D Marques, D Warren, R Sawatzky

Absent: G Morgan

Guests: B McGillivray, V Simpson, S Inglis, S McCabe, H Stewart

Recorder: D Crommer

1. Determination of Quorum and Call to Order

D Silvestrone called the meeting to order at 4:00 pm

2. Adoption of the Agenda

Motion: P Wetterstrand/A Pope

“That Education Council approves the agenda as amended.”

- Add agenda item 3.2 – Approval of the May 29th Operations Committee minutes.

Carried as revised

3. Approval of the Minutes

3.1 Approval of the minutes of the May 11, 2017 Education Council meeting as presented.

Motion: D Silvestrone/A Pope

“That Education Council approves the minutes of the May 11, 2017 Education Council meeting as presented.”

- Correct the date in the Header box to reflect these are the May 11, 2017 minutes.

Carried

3.2 Approval of the minutes of the May 29, 2017 Operations Committee meeting as presented.

Motion: P Wetterstrand/C Newitt

“That Education Council approves the actions of the May 29, 2017 Operations Committee meeting as presented.”

Carried

4. Business Arising

5. New Business

5.1 Curriculum recommended by Continuing Studies

a. New certificate Program – Drupal Web Developer Certificate

Motion: C Newitt/S Rossouw

“That Education Council approves the new certificate program: Drupal Web Developer Certificate as recommended.”

- V Simpson advised the department has been working with consultants, done labour market research and determined there is a need for this type of certificate.

- A member asked who the target market is for this program. S McCabe confirmed that the program is intended for those with a Computer Science diploma or a strong computer background with some technical skill and an interest in web development
- J Muskens referred to the admission requirements and asked about the assessment process for the portfolios. S McCabe advised they do not have a number of assessments or competencies to ensure prospective students understand the fundamentals of programming logic. He noted they have used this hiring practice in the past and added that having a portfolio is often better than just an interview as can see what prospective employees have to offer.
- J Muskens asked for confirmation that this program can be marketed everywhere. It was confirmed that there are opportunities for our graduates to take this certificate and find work locally. In addition, students could potentially find work in other parts of Canada or internationally. Drupal is a content management system and the skills or knowledge learned will allow students to more easily use or learn other systems.
- H Stewart added this is one of the top 25 needed skills in BC at this time.
- A member asked about the delivery model for this program. V Simpson advised the program will start as a face-to-face program. They have been in consultation with Financial Aid to discuss if the program may be student loan eligible and for this to happen, there must be at least one face-to-face session per course.
- A member asked how the students are assessed for successful completion. V Simpson advised that CS has common assessments. S McCabe added the most of the program will be project based and V Simpson noted that there is a lot of application within the program.
- A member asked how the community project will be assessed. S McCabe advised that Drupal is an open sourced project so they wanted to have the last course is a project to see how that works and creates opportunities to help in the community. He added there is a set of specific requirements for the project.
- J Muskens asked for confirmation that the passing grade is 70 % per course. V Simpson confirmed the 70% passing grade.
- A member asked how, without knowing costs, Education Council will be able to approve the program. D Silvestrone advised the pricing is not yet complete.
- A member asked what the approximate costs for students will be. V Simpson advised that she has been working on comparatives and trying to meet Student Loan criteria for the program.
- A member asked the competitors are. The member added that 240 hours seems like a lot so he is concerned about the market. H Stewart advised they looked at the market and some programs are offered in-house and are shorter in duration. Other programs are longer and very expensive. She added there is very little out there. V Simpson advised that in order to qualify for student loan eligibility, the minimum program length is 240 hours.
- ACRO offers about a three month internal training program.

Carried

5.2 Curriculum recommended by the CPRC – BUS

a. New courses – BUAD 432 Selected Topics: Tourism and Hospitality; BUAD 438 Selected Topics: Marketing; BUAD 439 Selected Topics: Management; BUAD 468 Selected Topics: Finance; BUAD 469 Selected Topics: Advanced Accounting BUAD 479 Selected Topics: Human Resources

Motion: L Skulmoski/A Pope

“That Education Council approves the new courses: BUAD 432 Selected Topics: Tourism and Hospitality; BUAD 438 Selected Topics: Marketing; BUAD 439 Selected Topics: Management; BUAD 468 Selected Topics: Finance; BUAD 469 Selected Topics: Advanced Accounting BUAD 479 Selected Topics: Human Resources as recommended by the CPRC – BUS.”

- The Library has been consulted and assessments have been provided.
- On page 19, correct the name of the course to read as 'Finance'.

Carried

b. Program revisions – Bachelor of Business Administration (all specialties)

Motion: R Tyner/P Wetterstrand

“That Education Council approves the program revisions: Bachelor of Business Administration (all specialties) as recommended by the CPRC – BUS.”

Carried

5.3 Curriculum recommended by the CPRC – BUS (Commercial Aviation)

a. New course – AVIA 104 Introduction to Aviation

Motion: N deMelo/S Rossouw

“That Education Council approves the new course: AVIA 104 Introduction to Aviation as recommended by the CPRC – BUS.”

- B McGillivray advised this is a change to the program in allow for the Private Pilot’s Licence (PPL) to be brought into program where it was previously a prerequisite. Bringing the PPL into the program is to accommodate student demand. This adds length to program for international students and their maybe more funding available for students in the program.
- AVIA 104 is offered in a face-to-face way and with an instructor to write Transport Canada Student Pilot Permit written exam and the Private Pilot-Aeroplane written exam. This is a straight forward exam and covers simple things. Previously it looked as though the Transport Canada exam must be written first and this is not the case.
- AVIA 106 is flying portion you take after AVIA 104. This includes 12 hours flying time in order to take the exam and to be able to fly solo. Some students will require more than the 12 hours flying time to be successful on the exam.
- AVIA 105 is a face-to-face class to help prepare the students for two different exams. One is the TCC exam – for tower communication and the other exam is related to radio operations with towers and other planes.
- AVIA 107 is the flying part or the last part of the PPL. Students will do solo flights and a minimum of 33 hours for a total of 45 hours flying time. The majority of students need approximately 60 hours flying time.
- Total fees will be approximately \$21,000.00 for this portion of the program.
- A member suggested that the wording for the calendar description be revised to read as follows: **‘...Ground School subjects to prepare for the Student Pilot Permit...’**
- A member asked what the options are if a students is not successful. B McGillivray advised that students usually get to continue in the program and may proceed and catch up on the flying time later. Weather is often a factor in the student being able to complete flying hours within a specific time frame.

Carried

b. New course – AVIA 105 Aviation Language Proficiency

Motion: N deMelo/S Rossouw

“That Education Council approves the new course: AVIA 105 Aviation Language Proficiency as recommended by the CPRC – BUS.”

Carried

c. New course – AVIA 106 Pilot Skills Lab 1

Motion: R Tyner/L Skulmoski

“That Education Council approves the new course: AVIA 106 Pilot Skills Lab 1 as recommended by the CPRC – BUS.”

- A member questioned the hours and B McGillivray provided an explanation.

Carried

d. New course – AVIA 107 Pilot Skills Lab 2

Motion: N Noble-Hearle/P Wetterstrand

“That Education Council approves the new course: AVIA 107 Pilot Skills Lab 2 as recommended by the CPRC – BUS.”

- A member questioned that only '60' hours is required. B McGillivray advised the program is regulated by Transport Canada. He added that 12 hours in the first stage are included in the total 60 hours. The Director of the flight school submits a letter verifying 60 hours of flying time.

Carried

e. Course revisions – AVIA 112 Navigation and Air Regulations I; AVIA 113, Meteorology I; AVIA 114 Flight and Aircraft Systems I; AVIA 115 Flight Lab I

Motion: L Skulmoski/A Pope

"That Education Council approves the course revisions: AVIA 112 Navigation and Air Regulations I; AVIA 113, Meteorology I; AVIA 114 Flight and Aircraft Systems I; AVIA 115 Flight Lab I as recommended by the CPRC – BUS."

- The revisions are updates to the prerequisites and corequisites.

Carried

f. Course revisions – AVIA 122 Navigation and Air Regulations II; AVIA 123, Meteorology II; AVIA 124 Flight and Aircraft Systems II; AVIA 125 Flight Lab II

Motion: P Wetterstrand/ S Rossouw

"That Education Council approves the course revisions: AVIA 122 Navigation and Air Regulations II; AVIA 123, Meteorology II; AVIA 124 Flight and Aircraft Systems II; AVIA 125 Flight Lab II as recommended by the CPRC – BUS."

- The revisions are to update the prerequisites and corequisites

Carried

g. Course revisions – AVIA 212 Advanced Flight Operations I; AVIA 213 Instrument Procedures; AVIA 214 Advanced Avionics; AVIA 215 Flight Lab III

Motion: A Pope/S Rossouw

"That Education Council approves the course revisions: AVIA 212 Advanced Flight Operations I; AVIA 213 Instrument Procedures; AVIA 214 Advanced Avionics; AVIA 215 Flight Lab III as recommended by the CPRC – BUS."

- The revisions are to update the prerequisites and corequisites.
- A member asked if the courses could be taken out of sequence. B McGillivray advised that some can be taken out of sequence and courses like Flight Labs must be taken in order. Each course has a different purpose and builds on skills learned in the previous course. An example is visual versus instrument flying, or single engine planes to multi engine planes.

Carried

h. Course revisions – AVIA 222 Advanced Flight Operations II; AVIA 225 Flight Lab IV; AVIA 226 Human Factors; AVIA 227 Aviation Skills

Motion: A Hay/R Tyner

"That Education Council approves the course revisions: AVIA 222 Advanced Flight Operations II; AVIA 225 Flight Lab IV; AVIA 226 Human Factors; AVIA 227 Aviation Skills as recommended by the CPRC – BUS."

Carried

i. Program revision – Commercial Aviation Diploma

Motion: N Noble-Hearle/L Skulmoski

"That Education Council approves the program revision: Commercial Aviation Diploma as recommended by the CPRC – BUS."

- B McGillivray advised the program revision is required to update to the admission requirements
- A member noted the graduation requirements don't allow for a student with a Private Pilot's Licence. J Muskens advised there would be a notification included on the student record indicating confirmation of the PPL.

- Amend the first sentence of the program description to read as: **‘...program is for individuals who are interested...’**

Carried

5.4 Curriculum recommended by the CPRC – AFP

- a. New course – HIST 230 Warfare and Terrorism Since 1945

Motion: A Pope/A Hay

“That Education Council approves the new course: HIST 230 Warfare and Terrorism Since 1945 as recommended by the CPRC – AFP.”

- R Huxtable advised the course speaks for itself and was agreed to by AFP chairs and approved by the CPRC – AFP.

Carried

- b. New course – ECON 231 Introduction to Behavioural Economics

Motion: R Huxtable/N Noble-Hearle

“That Education Council approves the new course: ECON 231 Introduction to Behavioural Economics as recommended by the CPRC – AFP.”

- R Huxtable advised there was discourse between the Psychology and Economics departments. The proposal was discussed at the AFP chairs meeting and approved by the CPRC – AFP.
- C Newitt added that the Psychology department did not support this course as they don’t believe this is an ECON course.

Carried

- c. Course revision – ECON 115 Principles of Economics

Motion: N deMelo/P Wetterstrand

“That Education Council approves the course revision: ECON 115 Principles of Economics as recommended by the CPRC – AFP.”

- R Huxtable advised this revision is the result of an outcome of what Ed Council has already seen from business with regard to the changes at the CPA level.

Carried

- d. Course revisions – ECON 125 Principles of Macroeconomics

Motion: P Wetterstrand/R Tyner

“That Education Council approves the course revision: ECON 125 Principles of Macroeconomics as recommended by the CPRC – AFP.”

- This is the same as for ECON 115.

Carried

- e. Course revisions – SOCI 213 Sex, Gender and Society I; SOCI 217 Consumer Society; SOCI 250 Crime and Society; SOCI 260 Youth, Crime and Deviance and SOCI 295 Current Topics in Sociology

Motion: A Pope/S Rossouw

“That Education Council approves the course revisions: SOCI 213 Sex, Gender and Society I; SOCI 217 Consumer Society; SOCI 250 Crime and Society; SOCI 260 Youth, Crime and Deviance and SOCI 295 Current Topics in Sociology as recommended by the CPRC – AFP.”

- All the revisions include updates to the prerequisites and SOCI 217 includes a change to the calendar description.

Carried

5.5 Education Council Retreat/Orientation

What is the purpose/rationale for the retreat?

- To provide a common understanding of Council's purpose and process,
- To identify key topics to address during the year

- To provide shared agreed of what a successful year will look like.

What will we discuss/do?

Address several key questions:

1. **What is the purpose/role of Education Council in a model of bi-cameral governance?**
 1. Colleges and Institutes Act
 2. Powers delegated by the Board of Governors
2. **How do we want to operate?**
 1. Structure e.g Committees and their relationship to Council
 2. Rules of engagement e.g. Parliamentary procedure
 3. Bylaws
3. **What are the key issues/topics that Ed Council will need to consider/address in the coming year?** e.g. Secondary Graduation Requirements, Standards for
4. **How will we know if Education Council is successful?**

Who should participate?

- Education Council members
- Committee chairs - CPRCs and Standing Committees
- Board of Governors' Chair?

When will we hold the event?

- Day-long session in August
- Follow up discussion and decisions at the October meeting

Who will organize?

- We make the path by walking it...
- D Silvestrone advised a working group was formed and above ideas are being brought forward.
- What would a successful year for Education Council look like and how is that determined.
- Looking at the bi-camera governance.
- How we operate.
- Standing committees.
- Rules of engagement – parliamentary procedures.
- Bylaws have not been looked at in some time.
- Key topics – secondary graduation requirements
- Regarding participation – include chairs of CPRC's, and chair of BoG
- A suggestion was for a day-long session in late August with follow up work at the October meeting.
- If we go forward, so we form a working group to go forward?
- R Huxtable added he thought the group discussion was interesting
- D Silvestrone asked if there were any questions, comments, concerns.
- A member suggested the retreat be held after the students are elected.
- J Hamilton noted that timing might be an issue for the Board Chair. He suggested that Gloria Morgan, The Board Representative on Ed Council be included as part of group.
- J Hamilton suggested a topic for discussion be what a change in government might mean regarding policy, issues of government and degree approvals. He also suggested Ed Council consider are there things we need to be looking at that might impact what we are doing.
- D Silvestrone noted that the timing of a retreat will never be perfect.
- A member suggested that if the timing is off for students that records be kept for reference and the students.

- D Silvestrone acknowledged he is looking around the table and trying to judge the appetite for this type of thing.
- A Hay added he believes it will be useful for members and provide an overall understanding of what Education Council does.
- J Hamilton commented that this looks like a combination of an orientation and discussion of strategic issues. He suggested that both new and regular members have an orientation or onboarding process. He added that the retreat might be more of a planning session.
- D Silvestrone advised he is hearing two considerations. He summarized them as what is role the role of Education Council and what are the big items for upcoming year. He acknowledged that there is some support and will endeavour to form a working group to move forward.

5.6 Standing Committee nominations

5.7 Standing Committee reports

a. Operations Committee

- The committee met and the minutes are included.

b. ARP Committee

- Hasn't met

c. CCC Committee

- Hasn't met

d. Tributes Committee

- Convocation is this weekend

5.8 In camera Session

Motion: A Pope/C Newitt

"That Education Council move in camera."

Carried

Governor General's Silver Academic Medal

This medal is presented to the graduate who has successfully completed a baccalaureate program on a full-time basis with the highest graduating grade average.

Motion: A Hay/L Skulmoski

The Registrar has confirmed that Ms. Kristen Dawn Doorn has completed the Bachelor of Business Administration Degree on a full-time basis with a GGA (graduating grade average) of 91.11 percent, the highest achieved among all baccalaureate candidates for the graduating class of 2017.

The Registrar, therefore, recommends Kristen Doorn to the Education Council for approval as the Okanagan College recipient of the Governor General's Silver Academic Medal for the graduating class of 2017.

Carried

President's Award for Diploma Programs

These medals are presented to the two graduates who have successfully completed an associate degree or diploma program on a full-time basis with the highest graduating grade average. (The recipient of the Governor General's Collegiate Bronze Medal is excluded).

Motion: N deMelo/C Newitt

The Registrar has confirmed that Ms. Sarah Lindsay Foss has completed the Computer Information Systems Diploma on a full-time basis. Ms. Foss's graduating grade average is 94.30 percent.

The Registrar has confirmed that Ms. Cassidy Lynnae Acheson has completed the Associate of Arts Degree on a full-time basis. Ms. Acheson's graduating grade average is 93.55 percent.

The Registrar, therefore, recommends Sarah Foss and Cassidy Acheson to Education Council for approval as the two recipients for the Okanagan College President's Award for Associate Degree and Diploma Programs for the graduating class of 2017.

Carried

Okanagan College Academic Medals

The College, in recognition of outstanding scholastic achievement, bestows a medal annually at convocation to the graduate with the highest graduating grade averages in each of the following degree programs: Bachelor of Business Administration, Bachelor of Computer Information Systems, the Associate of Science degree and the Associate of Arts degree.

Okanagan College Baccalaureate Medal - BBA

This medal is presented to a student and to recognize outstanding performance and who has successfully completed the Bachelor of Business Administration Degree with the highest graduating grade average.

Motion: R Tyner/P Wetterstrand

The Registrar has confirmed that Ms. Kristen Dawn Doorn has completed the Bachelor of Business Administration with a GGA (graduating grade average) of 91.11 percent, the highest achieved among all BBA degree candidates – Spring 2017 Convocation.

The Registrar, therefore, recommends Kristen Doorn the Education Council for approval as the Okanagan College recipient of the Okanagan College Academic Medal – Bachelor of Business Administration for the graduating class of 2017.

Carried

Okanagan College Baccalaureate Medal - BCIS

This medal is presented to a student and to recognize outstanding performance and who has successfully completed the Bachelor of Computer Information Systems degree with the highest graduating grade average.

Motion: N deMelo/S Rossouw

The Registrar has confirmed that Ms. Breanne Amy Wiebe has completed the Bachelor of Computer Information Systems with a GGA (graduating grade average) of 90.55 percent, the highest achieved among all BCIS degree candidates – Spring 2017 Convocation.

The Registrar, therefore, recommends Breanne Wiebe to the Education Council for approval as the Okanagan College recipient of the Okanagan College Academic Medal – Bachelor of Computer Information Systems for the graduating class of 2017.

Carried

Okanagan College Medal – Associate of Science

This medal is presented to a student and to recognize outstanding performance and who has successfully completed the Associate of Science degree with the highest graduating grade average.

Motion: L Skulmoski/P Wetterstrand

The Registrar has confirmed that Mr. Adrian Anthony Fezatte has completed the Associate of Science on a full-time basis with a GGA (graduating grade average) of 90.80 percent, the highest achieved among all Associate of Science candidates – Spring 2017 Convocation.

The Registrar, therefore, recommends Adrian Fezatte to the Education Council for approval as the Okanagan College recipient of the Okanagan College Academic Medal – Associate of Science for the graduating class of 2017.

Carried

Okanagan College Medal – Associate of Arts

This medal is presented to a student and to recognize outstanding performance and who has successfully completed the Associate of Arts degree with the highest graduating grade average.

Motion: R Huxtable/N deMelo

The Registrar has confirmed that Ms. Cassidy Lynnae Acheson has completed the Associate of Arts on a full-time basis with a GGA (graduating grade average) of 93.55 percent, the highest achieved among all Associate of Arts candidates – Spring 2017 Convocation.

The Registrar, therefore, recommends Cassidy Acheson to the Education Council for approval as the Okanagan College recipient of the Okanagan College Academic Medal – Associate of Arts for the graduating class of 2017.

Carried

Motion: R Tyner/S Rossouw

“That Education Council move out of in camera.”

Carried

6. Reports

6.1 Council Chair’s Report –

- D Silvestrone thanked outgoing council members for their time on Council. (F Greenslade, J Sigalet, C Sahlmark and L Skulmoski) He added he is looking forward to an exciting year ahead.
- He added that the duties of the Chair transfer to Chris Newitt as of July 1, 2017.

6.2 President & Vice-President Education Report – A Hay

- A Hay advised that this year, OC will undergo a Quality Assurance audit Three program reviews will be included as part of the process.
- He advised that everything is in place up to grade 9 with regard to the K – 12 curriculum changes. The Ministry is looking at doing grades 10 – 12 together. The grade assessment that those courses currently have will not be changing for the next two years. Two new assessments are being development for Math and English. Students will likely have portfolios when they graduate and will be exposed to very different teaching paradigms. He noted it will be a while before that settles adding there will likely be changes coming through Education Council in the fall.

- J Hamilton added the sector is waiting to figure out of what may change with regard to post-secondary work with change in government. We will no longer have no MLA's sitting on the government side of the house so it will take some work to ensure that any issues that are important to OC or the sector are raised. A lot of work is going on behind the scenes as to how it will affect our students, OC and the sector. He added that hopefully by the time of the retreat, this information will be much clearer.
- He encouraged members to take a look at the platforms of the parties.
- He added this is the time of year that our students are out there and he wanted to note how well our students have done in competitions. There is a dinner for students participating in competition, presenting paper or representing OC in some capacity and this year there was 181 students.

6.3 Registrar's Report –

- J Muskens advised that the fall schedule was to be published this week and due to technical difficulties it will be posted hopefully tomorrow. The winter schedule is expected to be published in 2 – 3 weeks.

6.4 Board of Governor's Report –

- No report

7. Date, Time of Next Regular Meeting – Thursday, September 14, 2017

8. Deadline for Agenda Items – Wednesday, August 30, 2017

9. Adjournment at 5:58 pm