

**Okanagan College Education Council
Minutes of Thursday, May 2, 2019 4:00 pm
Room S 103B Student Services Boardroom – Kelowna Campus**

Present: A Hay, R Johanson, D Marques, K Douglas, A Krebs, N Lee-Ran (at 4:07), A Lang, B Burge (by phone), D Freeman, S Cook, R Alejandro (by phone), N Bowman, D Silvestrone, C Farrow (by phone), W Gillett (by phone)

Regrets: N Davis, C Newitt, R Tyner, R Sawatzky, T Walters, M Kananga, J Hamilton

Absent:

Guests: Y Moritz, B White, R Huxtable, M Arellano, M Sale, B McGillivray, S J Schofield, F Kelly

Recorder: M Welsh

1. Determination of Quorum and Call to Order

In the absence of C Newitt, D Marques called the meeting to order at 4:00 pm

2. Adoption of the Agenda

Motion: A Krebs/ R Johanson

That Education Council approves the agenda as presented.

Carried

3. Approval of the Minutes

Motion: D Silvestrone/ K Douglas

That Education Council approves the minutes of the April 4, 2019 Education Council meeting as presented.

- Members noted typos on page 2 and 3 of the minutes.

Carried

4. Business Arising

5. New Business

5.1 CPRC – STH Curriculum

a. New course: BILO 116 Current Biotechnology Topics for Non-Science Majors

Motion: A Lang/ K Douglas

That Education Council approves the new course: BIOL 116 Current Biotechnology Topics for Non-Science Majors as recommended by the CPRC – STH:

- B White explained that the Salmon Arm campus found that arts students were not always taking courses to satisfy their science credit. He noted that BIOL 112 Evolution and Ecology was often under-enrolled as those terms could be turning some students off. BIOL 116 was developed to offer an alternative option for arts students.
- A member questioned if the course would only ever be offered in Salmon Arm. B White advised that should faculty at other campuses want to take on the course, then they could; the course is not selectively for Salmon Arm.
- A member noted that the calendar description references education students, which the College no longer has and should be struck from the course description for BIOL 116.

Carried

b. **Dual Credit agreement: Early Childhood Education Certificate Program between Okanagan College and School District 22**

Motion: A Krebs/ A Lang

That Education Council approves the dual credit agreement: Early Childhood Education Certificate Program between Okanagan College and School District 22 as recommended by the CPRC - STH

- Y Moritz noted that this is a standard agreement. The College received some one time funding from the government to run the program at the Vernon campus. The agreement refers specifically to the certificate program, rather than the full diploma.
- A member asked how many students were in the program. Y Moritz noted that there is room for up to 20 students, although the funding is for 12. It is a small cohort.
- A member questioned if "acts of God" was usual wording for an agreement. B Burge advised that this was typical.
- B Burge added that there were grammar changes made by the CPRC – STH and reviewed by the proposers to make the agreement clearer for anyone who reads it.

Carried

5.2 CPRC – AFP Curriculum

a. **Course revision: GEOG/EESC 206 Introduction to Soil Science**

Motion: D Silvestrone/ A Lang

That Education Council approves the course revision: GEOG/EESC 206 Introduction to Soil Science as recommended by the CPRC – AFP.

- R Huxtable explained that the revision here is to revise the prerequisite to just 3 credits of 100 level lab science. It brings the course into alignment with similar courses at transfer institutions and also simplifies entry for Viticulture students.

Carried

b. **Course revision: BIOL 011 Biology 011**

Motion: R Johanson/ D Freeman

That Education Council approves the course revision: BIOL 011 Biology 011 as recommended by the CPRC – AFP.

- R Huxtable noted that the department is introducing a math requirement to aid students in the lab component of the course and enhance student success.
- A member questioned if BIOL 011 and 012 were provincially articulated courses. R Huxtable advised that they have an articulation guide to adhere to the same learning outcomes, although entrance requirements can be determined by individual institutions.

Carried

c. **Course revision: BIOL 012 Biology 012**

Motion: D Silvestrone/ A Krebs

That Education Council approves the course revision: BIOL 012 Biology 012 as recommended by the CPRC – AFP.

- Rationale as above.
- A member questioned if the English requirement was correct. R Huxtable advised that the revision today was to address the math requirement. He will advise the department on the issue with the English requirement. He added that this is likely an outstanding issue.

Carried with one opposition

d. **Course revision: SOCI 210 Foundations of Sociological Thought**

Motion: R Johanson/ N Bowman

That Education Council approves the course revision: SOCI 210 Foundations of Sociological Thought as recommended by the CPRC – AFP.

- R Huxtable advised that all SOCI revisions today are to remove SOCI 121 as a prerequisite. This will bring the courses into alignment with similar courses at transfer institutions. The department also found that the content from SOCI 121 was not needed for these upper level courses.

Carried with one opposition

- e. Course revision: SOCI 211 Canadian Society I**
Motion: A Lang/ K Douglas
 That Education Council approves the course revision: SOCI 211 Canadian Society I as recommended by the CPRC – AFP.
- Rationale as above.
 - A member questioned if the SOCI courses being revised today were all of the upper level courses offered. N Bowman advised that cross-listed courses are not included today. She added that overall, there is a move across the Arts department to make second year courses more accessible to students.
- Carried**
- f. Course revision: SOCI 212 Race and Ethnicity I**
Motion: R Johanson/ A Krebs
 That Education Council approves the course revision: SOCI 212 Race and Ethnicity I as recommended by the CPRC – AFP.
- As above.
- Carried**
- g. Course revision: SOCI 218 Introduction to Research Methods**
Motion: A Lang/ A Krebs
 That Education Council approves the course revision: SOCI 218 Introduction to Research Methods as recommended by the CPRC – AFP.
- As above.
- Carried**
- h. Course revision: SOCI 221 Canadian Society II**
Motion: R Johanson/ A Krebs
 That Education Council approves the course revision: SOCI 221 Canadian Society II as recommended by the CPRC – AFP.
- As above.
 - A member questioned if Canadian Society I was needed to take this course. R Huxtable explained that the courses are not dependant. They are distinct.
- Carried**
- i. Course revision: SOCI 222 Race and Ethnic Relations II**
Motion: A Lang/ R Johanson
 That Education Council approves the course revision: SOCI 222 Race and Ethnic Relations II as recommended by the CPRC – AFP.
- Rationale as above.
- Carried**
- j. Course revision: SOCI 223 Sex, Gender and Society II**
Motion: D Silvestrone/ D Freeman
 That Education Council approves the course revision: SOCI 223 Sex, Gender and Society II as recommended by the CPRC – AFP.
- As above.
- Carried**

- k. New course: CMNS 350** **Communication and Sport**
Motion: A Lang/ A Krebs
That Education Council approves the new course: CMNS 350 Communication and Sport as recommended by the CPRC – AFP.
- R Huxtable noted that there are two minor revisions to the description. The first sentence should read: “This course examines sports from communications *perspectives*...” The second sentence should read: “...analyze sports *representations* in media...”
 - R Huxtable added that this course garnered much discussion at CPRC – AFP and chairs. The course will discuss sports from communications perspectives.
- Carried**
- l. New course: ECON 352** **Money and Banking**
Motion: A Lang/ R Johanson
That Education Council approves the new course: ECON 352 Money and Banking as recommended by the CPRC – AFP.
- R Huxtable noted that the course is a relevant topic for everyone. The course fits nicely within compliment-growth ambitions within the department. This is a topic of great interest for both students and faculty.
 - M Sale added that the department is very excited about the course and that it will add value for students.
 - A member questioned how the department came up with the title and whether “Canada” should be reflected in the title. M Sale noted that the title spoke to the content. While the emphasis of the course is on Canada, the course covers a broad perspective of worldwide institutions.
- Carried**
- m. New course: GSWS 205** **Fat Feminisms**
Motion: A Lang/ D Silvestrone
That Education Council approves the new course: GSWS 205 Fat Feminisms as recommended by the CPRC – AFP.
- R Huxtable noted that this course represents the energy and enthusiasm within the department for creating topical courses that reflect the changes and ongoing social issues in society. The topic also represents the interests of students and faculty.
 - N Bowman added that the course ran this year as a special topics course and was very popular. The students were very enthusiastic.
- Carried with one opposition**
- n. New course: GSWS 207** **Gender and Sexuality in Religion**
Motion: A Lang/ R Johanson
That Education Council approves the new course; GSWS 207 Gender and Sexuality in Religion as recommended by the CPRC – STH.
- R Huxtable noted that gender and sexuality in religion is central to our social issues. This course will be a nice compliment within the current offerings.
 - N Bowman added that students are very interested in talking about this topic. It is an important topic in their lives and it results in a very lively and critical debate, which they might not feel free to have anywhere else. She noted that many international students take these types of courses and sometimes are discussing topics they might never have discussed before. Students bring their own culture and experiences into the discussions. This is a course where students can bring their own knowledge and background into the course through the lens of feminism.
 - N Bowman noted that she might change up some of the readings as she teaches the course, but the outline gives a general idea.
 - A member questioned if the guest speakers were vetted. N Bowman advised that she has had lots of guests in her classes before who were not vetted. For example, she invited a drag queen to speak one lecture and it resulted in very thoughtful and insightful

questions from students. She added that there is no real process for having guest speakers and it is up to the professors.

Carried

5.3 CPRC – BUS Curriculum

a. New course: HELI 110

Pilot Skills Lab I

Motion: K Douglas/ A Lang

That Education Council approves the new course: HELI 110 Pilot Lab Skills I as recommended by the CPRC – BUS.

- B McGillivray gave a general overview of the proposals. The department is introducing a new helicopter certificate within the school of business. The program is a one year certificate and will have courses unique to helicopters, as well as relevant AVIA and BUAD courses. There are three new HELI courses and these are the flight labs. Helicopter licensing is simplified compared to aviation, as there is only one Transport Canada licencing exam for students to take, while there are many exams for AVIA students.
- HELI 110 is an introduction to helicopters. Some components of the course are taught on the ground and others in the air. HELI 120 and 130 are a combination of solo flight and dual flight. The combination of the three courses will yield 110 hours of instruction, while the minimum required by Transport Canada is 100. If anytime after a student achieves their 100 hours they are deemed capable of taking the licensing exam, they may.
- B McGillivray noted that this is quite an expensive program.
- He added that the competencies within the program are set by Transport Canada, who will be the ones conducting the exams.
- There is room for 6-10 students within the program due to the availability of equipment.
- A member questioned the differences between aircraft and helicopter licensing. B McGillivray noted that there is one license for commercial helicopter pilots and it covers 95% of helicopter activities in Canada. Pilots can choose to get a mountain flight endorsement or the IFR endorsement as well. The students who graduate from this program will mainly work in resource-based industry.
- A member noted that the word “pilot” was missing from the prerequisites. The same change will be made for any of the following revisions in which “admission to the Commercial Helicopter Pilot Certificate program” is noted.

Carried

b. New course: HELI 120

Pilot Skills Lab II

Motion: D Silvestrone/ A Krebs

That Education Council approves the new course: HELI 120 Pilot Skills Lab II as recommended by the CPRC – BUS.

- B McGillivray noted that the course builds on HELI 110, although HELI 110 is not needed as a prerequisite. This is due to a logistical problem in which Transport Canada examiners are not always readily available for a period of time. Students will have all the skills and have met all outcomes before entering HELI 120, and will just need to fly with Transport Canada before they can be officially qualified.

Carried

c. New course: HELI 130

Pilot Skills Lab III

Motion: A Lang/ K Douglas

That Education Council approves the new course: HELI 130 Pilot Skills Lab III as recommended by the CPRC – BUS.

- As above.
- A member questioned if students could take the HELI courses concurrently. B McGillivray noted that this is a cohort program and students must complete the courses in the prescribed order.

Carried

- d. Course revision: AVIA 104 Introduction to Aviation Theory**
Motion: A Lang/ D Silvestrone
That Education Council approves the course revision: AVIA 104 Introduction to Aviation Theory as recommended by the CPRC – BUS.
- B McGillivray noted that the AVIA revisions are due to the creation of the HELI program. The corequisites and prerequisites needed to be revised to reflect the new program.
Carried
- e. Course revision: AVIA 105 Aviation Language Proficiency**
Motion: R Johanson/ N Bowman
That Education Council approves the course revision: AVIA 105 Aviation Language Proficiency as recommended by the CPRC – BUS.
- As above.
Carried
- f. Course revision: AVIA 106 Pilot Skills Lab I**
Motion: N Lee-Ran/ A Lang
That Education Council approves the course revision: AVIA 106 Pilot Skills Lab I as recommended by the CPRC – BUS.
- As above.
Carried
- g. Course revision: AVIA 107 Pilot Skills Lab II**
Motion: K Douglas/ A Lang
That Education Council approves the course revision: AVIA 107 Pilot Skills Lab II as recommended by the CPRC – BUS.
- As above.
Carried
- h. Course revision: AVIA 112 Navigation and Air Regulations I**
Motion: A Lang/ D Freeman
That Education Council approves the course revision: AVIA 112 Navigation and Air Regulations I as recommended by the CPRC – BUS.
- As above. **Carried**
- i. Course revision: AVIA 113 Meteorology I**
Motion: A Lang/ R Johanson
That Education Council approves the course revision: AVIA 113 Meteorology I as recommended by the CPRC – BUS.
- As above.
Carried
- j. Course revision: AVIA 114 Flight and Aircraft Systems I**
Motion: A Lang/ D Silvestrone
That Education Council approves the course revision: AVIA 114 Flight and Aircraft Systems I as recommended by the CPRC – BUS.
- B McGillivray noted that the learning outcomes have also been adjusted in addition to the prerequisites and corequisites.
Carried
- k. Course revision: AVIA 115 Flight Lab I**
Motion: A Krebs/ R Johanson
That Education Council approves the course revision: AVIA 115 Flight Lab I as recommended by the CPRC – BUS.

- This is a change to the prerequisites and corequisites as noted above.

Carried

- l. Course revision: AVIA 122 Navigation and Air Regulations II**
Motion: A Lang/ N Bowman
That Education Council approves the course revision: AVIA 122 Navigation and Air Regulations II as recommended by the CPRC – BUS.
- As above.
- Carried**
- m. Course revision: AVIA 123 Meteorology II**
Motion: A Lang/ R Johanson
That Education Council approves the course revision: AVIA 123 Meteorology II as recommended by the CPRC – BUS.
- As above.
- Carried**
- n. Course revision: AVIA 124 Flight and Aircraft Systems II**
Motion: A Lang/ K Douglas
That Education Council approves the course revision: AVIA 124 Flight and Aircraft Systems II as recommended by the CPRC – BUS.
- As above.
- Carried**
- o. Course revision: AVIA 125 Flight Lab II**
Motion: A Krebs/ R Johanson
That Education Council approves the course revision: AVIA 125 Flight Lab II as recommended by the CPRC – BUS.
- As above.
- Carried**
- p. Course revision: AVIA 212 Advanced Flight Operations I**
Motion: A Lang/ D Silvestrone
That Education Council approves the course revision: AVIA 212 Advanced Flight Operations I as recommended by the CPRC – BUS.
- As above.
- Carried**
- q. Course revision: AVIA 213 Instrument Procedures**
Motion: A Lang/ R Johanson
That Education Council approves the course revision: AVIA 213 Instrument Procedures as recommended by the CPRC – BUS.
- As above.
 - A member questioned if students previously needed to have their flight labs completed before taking this course. B McGillivray noted that this was previously addressed through waivers. The department is using this opportunity to clean up the program completely.
- Carried**
- r. Course revision: AVIA 214 Advanced Avionics**
Motion: D Freeman/ A Lang
That Education Council approves the course revision: AVIA 214 Advanced Avionics as recommended by the CPRC – BUS.
- B McGillivray noted that these are housekeeping revisions.
- Carried**

- s. Course revision: AVIA 215 Flight Lab III**
Motion: R Johanson/ A Krebs
That Education Council approves the course revision: AVIA 215 Flight Lab III as recommended by the CPRC – BUS.
- As above.
- Carried**
- t. Course revision: AVIA 222 Advanced Flight Operations II**
Motion: A Lang/ R Johanson
That Education Council approves the course revision: AVIA 222 Advanced Flight Operations II as recommended by the CPRC – BUS.
- As above.
- Carried**
- u. Course revision: AVIA 225 Flight Lab IV**
Motion: R Johanson/ D Freeman
That Education Council approves the course revision: AVIA 225 Flight Lab IV as recommended by the CPRC – BUS.
- As above.
- Carried**
- v. Course revision: AVIA 226 Human Factors**
Motion: A Lang/ K Douglas
That Education Council approves the course revision: AVIA 226 Human Factors as recommended by the CPRC – BUS.
- As above.
- Carried**
- w. Course revision: AVIA 227 Aviation Skills**
Motion: N Lee-Ran/ D Freeman
That Education Council approves the course revision: AVIA 227 Aviation Skills as recommended by the CPRC – BUS.
- As above.
- Carried**
- x. Program revision: Commercial Aviation Diploma**
Motion: D Silvestrone/ A Krebs
That Education Council approves the program revision: Commercial Aviation Diploma as recommended by the CPRC – BUS.
- B McGillivray noted that the program revision is to capture the previous course revisions.
 - A member noted a missing comma in the program description.
- Carried**
- y. New program: Commercial Helicopter Pilot Certificate**
Motion: D Silvestrone/ R Johanson
That Education Council approves the new program: Commercial Helicopter Pilot Certificate as recommended by the CPRC – BUS.
- Before today's meeting, B McGillivray was contacted by the registrar's office to revise the math admission requirements to reflect the new high school math courses. He noted that the department is in the midst of drafting an omnibus motion to update the math requirements for all of their programs and they would prefer to fix this all at once, rather to have one program fixed before all the rest. He is not sure why the Business department was left out of the omnibus motion from the November 2018 Education Council meeting.
 - A Hay noted that Business should have been included.

- B Burge noted that from his understanding, Business was left out of the motion, although this was before he came to the College. He added that he will look in to this and follow up with the Business department.
- A member questioned why fees are not noted in the program description here, while they are in the AVIA program. B McGillivray advised that the department will bring another revision forward in the future to address this. He noted that fees in the AVIA program can change without notice due to the cost of fuel.
- A member questioned the weight restriction. B McGillivray explained that this is required by Transport Canada. Students will undergo a suitability interview as well as need a doctor's note to adhere to this requirement.

Carried

D Silvestrone left at 5:31 pm.

N Bowman left at 5:33 pm.

z. Memorandum of Understanding between Okanagan College and JAMK University of Applied Sciences

Motion: K Douglas/ R Johanson

That Education Council approves the Memorandum of Understanding between Okanagan College and JAMK University of Applied Sciences as recommended by the CPRC – BUS.

- B McGillivray noted that this is an exciting program. Students will add value to their degree through the exchange. Students will attend the transfer institution for two semesters, preferably in their third year. Students will bear all costs associated with the program. Regular OC students will pay tuition to OC in addition to a fee in Finland, as Canada is not part of the Erasmus program.
- This is a standard agreement and the second dual degree the Business department has with a European institution.

Carried

5.4 Second and third call for nominations of Education Council Chair and Vice Chair

- B Burge advised that the first call for nominations had been done at the April 2019 Education Council meeting. C Newitt was nominated for the role of chair and accepted his nomination. D Marques was nominated for the role of vice chair and accepted his nomination.

B Burge made the second and third call for nominations for the position of chair of Education Council for the term July 1, 2019 – June 30, 2020.

- No further nominations were received.
- C Newitt was acclaimed to the position.

B Burge made the second and third call for nominations for the position of Vice Chair of Education Council for the term July 1, 2019 – June 30, 2020.

- No further nominations were received.
- D Marques was acclaimed to the position.

5.5 Education Council standing committee to review the terms of reference for CPRCs

- D Marques noted that any members interested in joining the committee should contact C Newitt via email. He is looking for 2 or 3 volunteers. The committee will look at the relationship between CPRCs and Education Council.

5.6 Standing Committee Reports

a. Operations Committee

- The committee met on April 25, 2019 to approve candidates for graduation. The minutes will be presented in the in camera session.
- The committee will meet more frequently as convocation begins.

- b. ARP Committee
 - Not yet met.
- c. CCC Committee
 - Not yet met.
- d. Tributes Committee
 - The nominees for honorary fellows are currently being contacted.

5.7 In Camera Session

Motion: N Lee-Ran/ A Hay
That Education Council moves in camera.

Carried

a. Minutes of the April 25, 2019 Operations Committee meeting

Motion: K Douglas/ B Burge

That the Education Council accepts the minutes of the April 25, 2019 Operations Committee meeting as presented.

Carried

Motion: A Krebs/ A Lang

That Education Camera moves ex camera.

Carried

6. Reports

6.1 Council Chair's Report – D Marques

- The final meeting before the summer break is scheduled for June 6, 2019.

6.2 President & Vice-President Education Report – A Hay

- The review team for the Applied Arts degree will be on site this month. The group will report to the quality assessment board, who will make recommendations to the ministry as whether the degree should be approved.
- The Post-Baccalaureate Diploma in Marketing and Data Analytics has finished its public consultation phase, with no comments or issues. It was approved earlier this week by the Board of Governors.

6.3 Registrar's Report – B Burge

- A Bi-election is being held for 2 faculty members. Information is available in myOkanagan. B Burge is hopeful to have a full slate of members for the 2019 – 2020 Education Council.
- B Burge noted that there are also some administrative updates to fix minor issues in certain programs. These changes will be listed in B Burge's report from now on.
- A Hay was concerned that Education Council had not seen some of these revisions. B Burge explained that the revisions are a result of concerns raised at past Education Council meetings and expect a program revision to come through Education Council soon. Currently, these revisions have been addressed by programs through the use of waivers.

Carried

6.4 Board of Governor's Report – S Cook

- No report.

7. **Date, Time of Next Regular Meeting** – Thursday, June 6, 2019 at 4:00
8. **Deadline for Agenda Items** – Wednesday, May 22, 2019
9. **Adjournment** at 5:55 pm.