

**Okanagan College Education Council
Minutes of Thursday, May 6, 2021 4:00 pm
Via Collaborate**

draft

Present: C. Newitt, D. Marques, A. Hay, B. Gillett, B. Burge, B. Wyatt,
C. Farrow, C. Leong, G. Coulthard, J. Ragsdale, M. Rice, M. Somerville, N. Fassina, R.
Tyner, S. Bajwa, S. Lembke, V. Neykov, Y. Khemelevsky, D. Slack

Regrets: A. Krebs, M. Cabral, S. Cook

Absent: N. Davis, T. Walters

Guests: A. Hickey, E. Henczel, K. Rempel, L. Thurnheer, N. Befus, N. Bowman, M. Sale, S. Speers,
R. Huxtable, B. Baldwin, V. Simpson

Recorder: M. Johnson

1. Determination of quorum and call to order

C. Newitt called the meeting to order at 4:02pm

2. Adoption of the agenda

Motion: C. Farrow / M. Somerville

That Education Council approves the agenda as presented.

CARRIED

3. Approval of the minutes

Motion: D. Slack / V. Neykov

That Education Council approves the minutes of the April 1, 2021 Education Council meeting as presented.

CARRIED

4. Business arising

No business arising.

5. New business

5.1 Curriculum recommended by Continuing Studies

a. New program: LPN Orthopedic Certificate

Motion: M. Somerville / B. Wyatt

That Education Council approves the new program: LPN Orthopaedic Certificate as recommended by the CPRC-STH

- V. Simpson noted that the institution has received numerous requests from IHA to run this program. Currently LPN's from BC travel to Alberta for this certification.
- Working with the Dean of Science, Tech & Health, Y. Moritz and after consulting with the Health Authorities (ie. Fraser Health, Interior Health, etc.), the BC Nurses Union and College of Nursing, to name just a few, a proposal was drafted and submitted to the Ministry of Health.

CARRIED

5.2 Curriculum recommended by the CPRC - STH

a. Articulation agreement: Okanagan College's Common First Year Engineering Certificate Program and UBCO's Bachelor of Applied Sciences Program

Motion: V. Neykov / G. Coulthard

That Education Council approves the articulation agreement: Okanagan College's Common First Year Engineering Certificate Program and UBCO's Bachelor of Applied Sciences Program as recommended by the CPRC – STH:

- L. Thurnheer, Associate Dean, STH noted that this is one of three agreements that allows students to complete common first year courses then transfer into second year at one of five receiving institutions around the province.

CARRIED

5.3 Curriculum recommended by the CPRC – AFP

a. Program revision: Criminal and Social Justice Diploma

Motion: D. Slack / M. Somerville

That Education Council approves the program revision: Criminal and Social Justice Diploma as recommended by the CPRC – AFP

- N. Bowman noted that this revision will increase the range of relevant courses students can choose from and meets SFU transfer requirements.

CARRIED

b. New course: MATH 013 Introduction to Calculus

Motion: D. Slack / M. Somerville

That Education Council approves the new course: MATH 013 Introduction to Calculus as recommended by the CPRC – AFP

- N. Befus explained that many students struggle with first year calculus and, as a preview for that course, this would to help students better prepare to be more successful.
- J. Ragsdale raised the question of how will the grade in this class work towards the entrance requirements? It was explained that this Intro course doesn't take the place of the Math 12 prerequisite, it is a booster course only.

CARRIED

c. Course revision: MATH 080 Mathematics 080

Motion: B. Wyatt / G. Coulthard

That Education Council approves the course revision: MATH 080 Mathematics 080 as recommended by the CPRC – AFP

- Self paced or lectured course.

CARRIED

d. New course: CMNS 136 Technical Writing & Communications for SCMT I

Motion: R. Tyner / M. Somerville

That Education Council approves the new course: CMNS 136 Technical Writing & Communications for SCMT I as recommended by the CPRC – AFP

- E. Henczel explained that these courses have become specialized. It was also noted that the original submission was amended and re-submitted prior to meeting. SCMT was changed to reflect recent name change of course to SBT.
Last sentence in calendar description will be changed to:
Students with credit for 143 may not take 136 without approval from SBT Chair

- Propose Omnibus to clear out of calendar

CARRIED

e. New course: CMNS 146 Technical Writing & Communications for SCMT II

Motion: B. Wyatt / V. Neykov

That Education Council approves the new course: CMNS 146 Technical Writing & Communications for SCMT II as recommended by the CPRC – AFP

- E. Henczel noted that the original submission was amended and re-submitted prior to meeting. SCMT was changed to reflect recent name change of course to SBT.
Last sentence in calendar description will be changed to:
Students with credit for 133 may not take 146 without approval from SBT Chair

CARRIED

f. New course: ECON 295 Special Topics in Economics

Motion: D. Slack / S. Lembke

That Education Council approves the new course: ECON 295 Special Topics in Economics as recommended by the CPRC-AFP

- M. Sale, Chair of Economics, explained that there is high student demand for this type of course.
- Two amendments to the submission:
 1. In the course outline, “Arts and Foundational Program” should read Programs
 2. Second year standing and permission of department

CARRIED

g. New course: ECON 395 Special Topics in Economics

Motion: M. Somerville / R. Tyner

That Education Council approves the new course: ECON 395 Special Topics in Economics as recommended by the CPRC-AFP

- A member asked how do you define the difference between a 200 and 300 level course? The 300 level course is slightly more specialized.
- Amendment to the submission:
 - Third year standing and permission of department

CARRIED

5.4 Curriculum recommended by the CPRC - T/A

a. Program revision: Entry Level Automotive Collision Repair/Refinishing Prep Technician Program

Motion: C. Farrow / B. Wyatt

That Education Council approves the program revision: Entry Level Automotive Collision Repair/Refinishing Prep Technician Program as recommended by the CPRC-T/A -Danny M – ITA had implemented a course to harmonize trades across Canada. To meet this criteria. Have changed 36 week from 38 week. 70% passing grade overall rather than in each course. Still maintain a 50% pass in each course

CARRIED

5.5 Curriculum recommended by the CPRC – BUS

K. Rempel provided a brief overview on the proposed cohort-based program.

a. New course: BUAD 112 Introduction to Entrepreneurship

Motion: V. Neykov / M. Somerville

That Education Council approves the new course: BUAD 112 Introduction to Entrepreneurship as recommended by the CPRC-BUS

- K. Rempel explained that the first-year curriculum is almost the same as first year BBA courses, but students in this specialty course will not be able to take regular 2nd year entrepreneur course.
- J. Ragsdale asked how does this work with the 2+2 program?
The cohort-based courses will be delivered on the Kelowna campus and will offer summer session BUAD111 and economics course to allow students to be able to join the cohort in 2nd year.

CARRIED

b. New course: BUAD 212 Idea Generation

Motion: S. Lembke / G. Coulthard

That Education Council approves the new course: BUAD 212 Idea Generation as recommended by the CPRC-BUS

- Second year is focused on creativity and idea generation
- A member questioned is there overlap on these two courses?

Ms. Rempel explained that there is no overlap. BUAD 212 will not be available to other students.

CARRIED

c. New course: BUAD 319 Introduction to Management Consulting

Motion: S. Lembke / R. Tyner

That Education Council approves the new course: BUAD 319 Introduction to Management Consulting as recommended by the CPRC-BUS

- Considered a gate-keeper course

CARRIED

d. New course: BUAD 354 Financial Modelling for Equity Analysis and Valuation

Motion: S. Lembke / B. Wyatt

That Education Council approves the new course: BUAD 354 Financial Modelling for Equity Analysis and Valuation as recommended by the CPRC-BUS

- This is a finance area specialty and would like to see made a permanent addition to the current finance program

CARRIED

e. New course: BUAD 371 Organizations and Society

Motion: S. Lembke / G. Coulthard

That Education Council approves the new course: BUAD 371 Organizations and Society as recommended by the CPRC-BUS

- Focus on starting a new not-for-profit/product/service line and learning business ethics using live cases as much as possible

CARRIED

f. New course: BUAD 413 Finance for Entrepreneurship

Motion: S. Lembke / R. Tyner

That Education Council approves the new course: BUAD 413 Finance for Entrepreneurship as recommended by the CPRC-BUS

- Focus on all financial key aspects (funding, startup capital, taxes etc) for preparing a business plan

CARRIED

g. New course: BUAD 414 New Venture Creation

Motion: D. Slack / S. Lembke

That Education Council approves the new course: BUAD 414 New Venture Creation as recommended by the CPRC-BUS

- Focus on operations plan and how, in theory, to functionally run the business

CARRIED

h. New course: BUAD 416 International Entrepreneurship

Motion: S. Lembke / G. Coulthard

That Education Council approves the new course: BUAD 416 International Entrepreneurship as recommended by the CPRC-BUS

- Challenge students to think about impacts and effects of globalization

CARRIED

i. New course: BUAD 417 Marketing for Entrepreneurs

Motion: C. Farrow / S. Lembke

That Education Council approves the new course: BUAD 417 Marketing for Entrepreneurs as recommended by the CPRC-BUS

- Students will create a marketing plan to include pricing, primary and secondary customers, etc.

CARRIED

j. New course: BUAD 499 Entrepreneurship Experience

Motion: S. Lembke / G. Coulthard

That Education Council approves the new course: BUAD 499 Entrepreneurship Experience as recommended by the CPRC-BUS

- This is a heavily mentored, reflective and reflexive course style, which is similar to a practicum, but is not a co-op.
- B. Burge requested clarification on the evaluation rubric with this course - how are students graded going through this program?
In creating the curriculum other practicum style courses were reviewed and it was decided the most appropriate was to not give a number grade, but more as satisfactory, over expectations, extra learning required. Students may complete all components but may not get more than unsatisfactory. Assessment pieces with defensible criteria.

CARRIED

k. Course revision: BUAD 264 Management Accounting

Motion: S. Lembke / R. Tyner

That Education Council approves the course revision: BUAD 264 Management Accounting as recommended by the CPRC – BUS

CARRIED

l. Course revision: BUAD 336 Service Design

Motion: G. Coulthard / D. Slack

That Education Council approves the course revision: BUAD 336 Service Design as recommended by the CPRC-BUS

CARRIED

m. Course revision: BUAD 365 Cost Accounting

Motion: C. Farrow / M. Somerville

That Education Council approves the course revision: BUAD 365 Cost Accounting as recommended by the CPRC-BUS

CARRIED

n. Course revision: BUAD 460 Investing in Financial Institutions

Motion: B. Wyatt / M. Somerville

That Education Council approves the course revision: BUAD 460 Investing in Financial Institutions as recommended by the CPRC-BUS

CARRIED

o. Course revision: BUAD 461 Applied Corporate Finance

Motion: G. Coulthard / S. Lembke

That Education Council approves the course revision: BUAD 461 Applied Corporate Finance as recommended by the CPRC-BUS

CARRIED

p. New program: Post Baccalaureate Certificate in Human Resources Management

Motion: S. Lembke / M. Somerville

That Education Council approves the new program: Post Baccalaureate Certificate in Human Resources Management as recommended by the CPRC-BUS

- Only students with a business degree can take this course.

CARRIED

q. Program revision: Post Baccalaureate in Human Resources

Motion: V. Neykov / B. Wyatt

That Education Council approves the program revision: Post Baccalaureate in Human Resources as recommended by the CPRC-BUS

- Add the word Diploma to the motion to read:

That Education Council approves the program revision: Post Baccalaureate Diploma in Human Resources as recommended by the CPRC-BUS

CARRIED

r. Program revision: BBA Entrepreneurship Specialty

Motion: S. Lembke / D. Slack

That Education Council approves the program revision: BBA Entrepreneurship Specialty as recommended by the CPRC-BUS

CARRIED

s. Program revision: BBA Finance Specialty

Motion: G. Coulthard / B. Wyatt

That Education Council approves the program revision: BBA Finance Specialty as recommended by the CPRC-BUS

CARRIED

t. Program revision: BBA Management Specialty

Motion: B. Wyatt / G. Coulthard

That Education Council approves the program revision: BBA Management Specialty as recommended by the CPRC-BUS

CARRIED

5.6 Second and Third call for nominations of Education Council Chair and Vice Chair

B. Burge, Registrar, requested second call and third call for nominations for Chair.

C. Newitt, currently in Chair role, agreed to let his name stand and accepted the position for another term.

B. Burge, Registrar, requested second call and third call for nominations for Vice Chair.

D. Marques, currently in Vice Chair role, agreed to let his name stand and accepted the position for another term.

5.7 Standing Committee Reports

a. Operations Committee

- Met on April 6 to approve graduands

b. ARP Committee

- Not met

c. CCC Committee

- Not met, however a meeting must be scheduled

d. Tributes Committee

- Not met

5.8 In camera session

Motion: C. Farrow / M. Somerville

That Education Council moves in camera at 5:28

CARRIED

April 6, 2021 Operation Committee meeting minutes

Motion: A. Hay / M. Somerville

That Education Council accepts the April 6, 2021 Operation Committee meeting minutes as presented.

CARRIED

Motion: A. Hay / D. Marques
That Education Council move out of camera.
CARRIED

6. Reports:

6.1 Council Chair's report – C Newitt

No Report, but would like to thank B. Burge and A. Hickey for keeping things running smoothly in M. Cabral's absence.

6.2 President & Provost and Vice-President Academic report

- The Chair welcomed the new Okanagan College President, Dr. Neil Fassina to his first meeting. N. Fassina noted that he looks forward to working with Education Council and its members but had nothing to report at this time.
- Hay noted that the written report was submitted shortly before the meeting, but not in time to be distributed prior to the meeting.
- It was also noted that AEST has released a draft micro credentials.

6.3 Registrar's report – B Burge

No report.

6.4 Board of Governor's report

No report. No current representative.

6.5 Curriculum and calendar management project update

C. Newitt noted that the implementation of the Kuali system is moving forward and the current calendar information is being migrated over. The next update of the calendar will come directly from Kuali.

7. Date, time of next regular meeting – Thursday, June 3, 2021 at 4:00 pm

8. Deadline for agenda items – Wednesday, May 19, 2021 at 12:00 pm

9. Adjournment at 5:36pm.

Motion to adjourn: D. Slack / G. Coulthard

CARRIED