

**Okanagan College Education Council
Minutes of Thursday, December 7, 2023 4:00 pm
S 103B – Student Services Boardroom – Kelowna Campus & Zoom**

Present: E Balili, C Battersby, K Brochu, J Garrett, B Hall, P Lefebvre, S Lembke, S Lenci, M Martin, D Marques, D Mehus, C Newitt, B Penfound, M Somerville,
(Zoom): L Blais, R Dupuis, T Heidt, A Krebs, L Mallory, A Seidel, A Leader

Regrets: N Fassina, J Ragsdale, T Walters, I Wheeler

Guests: J Anderson, T Bridges, N Fretz, C Hall, Y Khmelevsky, E Hernandez, M Kline, L Maley, A M McKinnon, C Meissner, H Ross, C Rombs, D Rubadeau, H Valladares, W Wheeler

Recorder: A Chan

1. Determination of quorum and call to order

J Garrett called the meeting to order at 4:02 pm.

- J Garrett welcomed K Brochu, A Seidel, A Leader, S Lenci and I Wheeler to the meeting.

2. Adoption of the agenda

Motion: B Hall/B Penfound

- A Krebs stated that 5.1(b) should be switched with (c).

That Education Council approves the agenda as amended.

Carried

3. Approval of the minutes

Motion: D Mehus/S Lembke

That Education Council approves the minutes of the November 2, 2023 Education Council meeting as presented.

Carried

4. Business arising

4.1 Proposal for a program revision: Gender, Sexuality and Women's Studies Emphasis

Motion: B Hall/S Lembke

That Education Council approves the program revision: Gender, Sexuality and Women's Studies Emphasis as recommended by the CPRC – AFP:

- As outlined.
- D Mehus sought clarification on the Associate of Arts degree requirement.
- A-Marie stated that three credits are offered for the first year and fifteen credits for the second year.

Carried

- J Garrett vacated the role of Chair during the presentation of the proposals 4.2 at 4:15pm and A Krebs assumed the floor.

4.2 Proposal for a new course: CMNS 124 Technical Communication II for Infrastructure and Computing Technology

Motion: B Hall/M Somerville

That Education Council approves the new course: CMNS 124 Operations Analysis and Optimization for Infrastructure and Computing Technology (the original title) as recommended by the CPRC – AFP:

- J Garrett provided an overview of the current state of CMNS 124 as per the last meeting, stating that the department of Mathematics has been consulted regarding the use of 'optimization' and the minutes have been attached.
- J Garrett stated the proposed title will be- '**Technical Communication II for Infrastructure and Computing Technology.**' It will be updated in Quali after the approval.
- D Mehus sought clarification on B Penfound's feedback on the word 'optimization' in the course title.
- J Garrett stated that the Communication courses have been reviewed, stating that the department has decided to standardize the course title.

Motion: A Krebs/B Penfound

That Education Council approves the title change of the new course: CMNS 124 as amended.

Carried with majority votes, 1 abstained.

Carried

- J Garrett resumed the role of Chair at 4:22pm.

4.3 Proposal for a program revision: Infrastructure and Computing Technology Diploma

Motion: C Newitt/B Hall

That Education Council approves the program revision: Infrastructure and Computing Technology Diploma as recommended by the CPRC – ST:

- As outlined.
- M Martin asked about ICT207 in Semester 3, noting that there is a change in calendar and ICT 217 is still there.
- N Fretz responded in affirmative, stating that ICT217 should be struck through and the elective should be there.
- N Fretz noted that ICT129 is not showing the changes correctly in the Calendar that was approved years ago.

Motion: J Garrett/D Mehus

The proposal has been tabled until the next meeting in January 2024.

Deferred

5. New business

5.1 Curriculum recommended by CPRC – BUS

a. Proposal for a course revision: BUAD 279 Industrial Relations

Motion: M Somerville/B Hall

That Education Council approves the course revision: BUAD 279 Industrial Relations as recommended by the CPRC – BUS:

- As outlined.

Carried

b. Proposal for a new course: BUAD 418 HR Analytics

Motion: B Hall/S Lembke

That Education Council approves the new course: BUAD 418 HR Analytics as recommended by the CPRC – BUS:

- As outlined.
 - B Penfound sought clarification on whether the course has the right person to teach, noting that there is potential issue for consultation. B Penfound stated that the course lacks Maths consultation as there is a content overlap.
 - B Penfound stated that 80% of similar content should have been tracked, noting that the learning outcomes of this course concern many Data Science content in which the department of Maths should be consulted.
- **Motion:** B Penfound/D Mehus
 - That Education Council tables the new course: BUAD 418 HR Analytics as recommended by the CPRC – BUS for Maths consultation.
- E Balili sought clarification on the reason of skipping some topics in course outlines.
 - J Garrett stated that not every chapter fits every class, noting that the questions about course outlines are discussed in CPRC meetings, stating that it will be discussed in EdCo meetings if there are significant concerns about the learning outcomes.
 - K Brochu sought clarification on whether Sandbox is a process.
 - J Garrett clarified that EdCo prefers more consultations than fewer consultations.
 - C Newitt clarified that consultation does not mean consensus, stating that it means the sharing of ideas in order to come up with some good quality courses.
 - Devin Rubadeau asked whether a portfolio knows who should consult with.
 - D Mehus sought clarification on the procedure of consultation and what consultation is required for different portfolios across all the departments.
 - J Garrett stated that consultation is a priority of EdCo, stating that CCC deals with Quali. J Garrett sought clarification on the consultation from the institutional level.
 - C Newitt stated that consultation is a historical part of the completion of a program, noting that the proposers should know what consultation is needed as the proposals have gone through CPRC meetings before coming to EdCo meetings. C Newitt also stated that it is a process that everyone should be aware of, noting that Quali is developed so that they are transparent and everyone can view the proposals.
 - B Penfound stated that this issue may be due to an oversight, noting that CPRC committees have external members to view and provide comments.
 - J Garrett stated that more external seats might be needed in the meetings.
 - S Lembke summarised that members agree that the process can be improved.
 - M Martin hoped that it can strike a balance, taking this as an example, noting that it does not necessarily need to consult Maths whenever every course or program contains the term 'Analytics.' M Martin stated that it might be exceptional just for this case.
 - B Penfound sought clarification of the precedent setting, expressing concern that this course has a major overlap.
- That Education Council tables the new course: BUAD 418 HR Analytics as recommended by the CPRC – BUS in January for Maths consultation.

Carried, 1 opposed.

c. Proposal for a course revision: BUAD 411 HR Metrics

Motion: B Hall/ K Brochu

That Education Council approves the course revision: BUAD 411 HR Metrics as recommended by the CPRC – BUS:

- As outlined.

Carried

d. Proposal for a program revision: Post-Baccalaureate Certificate in Human Resources Management

Motion:

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

Motion: J Garrett/D Mehus

The proposal has been tabled until the next meeting in January,2024.

Deferred

e. Proposal for a program revision: Post-Baccalaureate Diploma in Human Resources Management

Motion:

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

Motion: J Garrett/D Mehus

The proposal has been tabled until the next meeting in January,2024.

Deferred

f. Proposal for a program revision: Human Resources Management Specialty (tabled)

Motion:

That Education Council approves the program revision: Human Resources Management Specialty as recommended by the CPRC – BUS:

Motion: J Garrett/D Mehus

The proposal has been tabled until the next meeting in January,2024.

Deferred

5.2 Curriculum recommended by CPRC – HSD

a. Proposal for a program revision: Early Childhood Education Diploma

Motion: B Hall/S Lembke

That Education Council approves the program revision: Early Childhood Education Diploma as recommended by the CPRC –HSD:

- As outlined.
- B Penfound asked about whether the notes section in Kualu would be struck.
- J Garrett stated that it should disappear once the program is approved.
- W Wheeler stated that the change is to avoid confusion as students are confused by the recommended and required courses.
- R Dupuis sought clarification on the inclusive practice theory.
- H Ross stated that it is included in Semester 4 to ensure that they would not be put off on a side.
- R Dupuis asked whether these sections include cultural diversity and whether any consultation has been done.
- W Wheeler stated that it is ongoing in the department, noting that there are no changes to the course outline and they are not part of the proposals.

Carried

b. Proposal for a program revision: Early Childhood Education Certificate

Motion: B Hall/M Somerville

That Education Council approves the program revision: Early Childhood Education Certificate as recommended by the CPRC –HSD:

- As outlined.

Carried

c. Proposal for a new program: Early Childhood Education Assistant

Motion: D Mehus/S Lenci

That Education Council approves the new program: Early Childhood Education Assistant as recommended by the CPRC –HSD:

- As outlined.
- D Mehus asked whether this certificate program is eligible for the BC eligible grant.
- W Wheeler was unsure of the above question.
- M Kline stated that the announcement is not yet released.

Carried

d. Proposal for a new course: TIP 100 Introduction to Trauma-Informed Practice

Motion: B Hall/K Brochu

That Education Council approves the new course: TIP 100 Introduction to Trauma-Informed Practice as recommended by the CPRC –HSD:

- C Meissner provided an overview of the program and this course.
- D Mehus asked whether this MC earns credits outside CS.
- C Meissner responded in negative.
- C Meissner stated that a lot of the Indigenous learners are very interested and most service providers are very excited.
- K Brochu asked whether the course will be offered remotely.
- C Meissner responded in affirmative, stating that online courses can reach more people in different locations.
- R Dupuis expressed excitement to witness this course going forth, asking whether there is any communication with the First Nations.
- C Meissner stated that there are communications coming up in other proposals.

Carried

e. Proposal for a new course: TIP 101 Trauma and Wellness

Motion: M Somerville/C Newitt

That Education Council approves the new course: TIP 101 Trauma and Wellness as recommended by the CPRC –HSD:

- As outlined.
- M Martin sought clarification on the reason why TIP100 is not a prerequisite.
- C Meissner stated that it will be edited to make TIP100 a prerequisite.
- S Lenci sought clarification on whether learners have to take the whole 60 hours.
- C Meissner stated that learners need to take the first one until the end of this program.

Carried

f. Proposal for a new course: TIP 102 Trauma-Informed Communication

Motion: B Hall/S Lembke

That Education Council approves the new course: TIP 102 Trauma-Informed Communication as recommended by the CPRC –HSD:

- As outlined.
- M Martin sought clarification on the reason why TIP101 is not a prerequisite of this course.
- It will be edited.
- R Dupuis sought clarification on whether there are any opportunities for training on the topic of non-violent certification.
- C Meissner stated that it is included in the course.

Carried

g. Proposal for a new course: TIP 103 Applying Trauma-Informed Practice

Motion: B Hall/D Mehus

That Education Council approves the new course: TIP 103 Applying Trauma-Informed Practice as recommended by the CPRC –HSD:

- As outlined.
- J Garrett made the same note as the above courses regarding adding the prerequisite to this course.
- It will be edited.

Carried

h. Proposal for a new program: Trauma-Informed Practice Micro-Credential

Motion: D Mehus/B Hall

That Education Council approves the new program: Trauma-Informed Practice Micro-Credential as recommended by the CPRC –HSD:

- As outlined.
- M Somerville sought clarification on whether there is no admission requirement.
- C Meissner stated that it is meant for anyone.
- E Hernandez stated that more than 70% of the public has experienced trauma.
- B Hall expressed appreciation for the consultations done.

Carried

- **Meeting break at 5:35 pm.**
- **Meeting resumed at 5:45 pm.**

i. Proposal for a course revision: SCA 105 Practicum

Motion: K Brochu/M Martin

That Education Council approves the course revision: SCA 105 Practicum as recommended by the CPRC –HSD:

- As outlined.

Carried

j. Proposal for a program revision: Supportive Care Assistant Micro-credential

Motion: S Lembke/C Newitt

That Education Council approves the program revision: Supportive Care Assistant Micro-credential as recommended by the CPRC –HSD:

- C Meissner stated that the proposed change is the total hours.

Carried

k. Proposal for a program revision: Medical Device Reprocessing Technician Certificate

Motion: D Mehus/M Somerville

That Education Council approves the program revision: Medical Device Reprocessing Technician Certificate as recommended by the CPRC –HSD:

- As outlined.

Carried

5.3 Curriculum recommended by CPRC - ST

a. Proposal for a new course: ASTR 210 Physical Processes in the Universe

Motion: M Somerville/K Brochu

That Education Council approves the new course: ASTR 210 Physical Processes in the Universe as recommended by the CPRC –ST:

- T Bridges provided an overview of the new course.
- D Mehus sought clarification on whether there is a continuous plan with UBCO.

- T Bridges stated that it is developing, stating that it is looking into sharing with other institutions.
- M Martin asked whether it is required to be scheduled in the evening.
- T Bridges stated that it is a hybrid course to avoid conflicts.
- D Marques sought clarification on the class size.
- T Bridges stated that there will be more UBCO students, noting that it is a new course in OC and was unsure how many OC students would take this course.
- J Garrett asked whether it is already existed in UBCO.
- T Bridges responded in affirmative.

Carried

b. Proposal for a program revision: Kinesiology Diploma

Motion: B Penfound/M Martin

That Education Council approves the program revision: Kinesiology Diploma as recommended by the CPRC –ST:

- As outlined.
- M Martin sought clarification on how the equivalency exam works, asking if anything would be provided to students to facilitate them.
- L Blais was unsure as this is new.
- B Penfound stated that there are some practice tests for students.
- M Somerville stated that it is available online in the testing centres.
- D Mehus sought clarification about the physical fitness verification, asking whether any accommodations would be provided to the people with accessibility needs.
- L Blais stated that it requires some amount of physical capability as far as they are running physical tests and demonstrating specific exercises, stating that the department has had students with accessibility requirements for the physical aspect in the past, and considerations have been made, stating that the exemption will be evaluated case by case.

Carried

c. Proposal for a new course: ICT 151 Network Foundations for Cybersecurity

Motion:

That Education Council approves the new course: ICT 151 Network Foundations for Cybersecurity as recommended by the CPRC –ST:

- As outlined.
- D Mehus sought clarification on the assessment.
- N Fretz clarified about the assessment.
- M Somerville sought clarification on students in ICT can choose as their electives.
- N Fretz stated that it will overlap with the existing courses.
- M Somerville stated that it could be indicated in Quali.
- N Fretz a restriction on the registration would be done to prevent students from taking this in lieu of other courses.

Carried

d. Proposal for a new course: COSC 332 Cyber Forensics & Zero-Trust Network

Motion:

That Education Council approves the new course: COSC 332 Cyber Forensics & Zero-Trust Network as recommended by the CPRC –ST:

- As outlined.
- C Meissner sought clarification on the prerequisite.
- Y Khmelevsky stated that students should apply for waiver for Post-bac. Students can apply for waiver from Y Khmelevsky or N Fretz if they would like to take the course.

Carried

d. Proposal for a new program: Post Baccaureate Diploma in Cybersecurity

Motion: B Penfound/E Balili

That Education Council approves the new program: Post Baccaureate Diploma in Cybersecurity as recommended by the CPRC –ST:

- As outlined.

Carried

e. Proposal for a course revision: MECH 235 Hydraulics and Pneumatics

Motion: B Penfound/E Balili

That Education Council approves the course revision: MECH 235 Hydraulics and Pneumatics as recommended by the CPRC –ST:

- L Maley provided an overview of the course.

Carried

f. Proposal for a course revision: MECH 247 Computer Aided Manufacturing

Motion: M Somerville/M Martin

That Education Council approves the course revision: MECH 247 Computer Aided Manufacturing as recommended by the CPRC –ST:

- As outlined.

Carried

Motion: J Garrett/B Penfound

That Education Council extends the meeting.

Carried

g. Proposal for a program revision: Water Engineering Technology Diploma

Motion: M Martin/K Brochu

That Education Council approves the program revision: Water Engineering Technology Diploma as recommended by the CPRC –ST:

- T Heidt provided an overview of the program revision.
- M Martin asked whether the proposer could send a designate to speak on behalf of the proposer.
- J Garrett responded in affirmative.
- B Penfound sought clarification on whether CHEM 225 will be implemented in Fall and CHEM 218 will be implemented in Winter if the order has been switched.
- T Heidt stated that it is the other way round.
- B Penfound stated that it is to make sure the change of order does not affect students taking prerequisite for CHEM 225.
- T Heidt stated that the change would not affect the students as CHEM 265 and CHEM 263 are not offered.

Carried

h. Proposal for a new course: DSCI 235 Sports Analytics

Motion: M Martin/E Balili

That Education Council approves the new course: DSCI 235 Sports Analytics as recommended by the CPRC –ST:

- As outlined.
- D Mehus asked whether B Penfound has spoken to any other consultations.
- C Newitt stated that it is an evaluation of probability and athletics, but not about human movements. It is a Mathematical application.
- S Lembke stated that the concept of ‘money ball’ appeared in some business courses, noting that there is no reason to object to it if it makes sense in Maths.
- D Mehus asked whether it is necessary to consult.

- S Lembke stated that it is better not to hold up an implementation of a program.
- D Mehus stated that the department of Mathematics can simply email the Business department as a consultation without the need of going through CPRC.
- K Brochu stated that the question is who and when to consult.
- J Garrett stated that it needs to have a whole institution process before coming to EdCo.
- B Penfound stated that it is not related and does not apply to Business content.
- M Martin agreed with B Penfound when looking at the learning outcomes.
- S Lenci sought clarification on whether there is a ratio of percentage of overlapping when the program is integrated with one and another.
- S Lenci suggested that it can come up with the percentage that makes the most sense, such as a 20% change does not require consultation in own field. S Lenci appreciated and respected the efforts that CPRC has done, noting that CPRC has approved the curriculum before recommending to EdCo.
- E Balili stated that consultation is important from students' perspectives, noting that the Council should initiate consultation before presenting the proposals.
- S Lenci stated that each course has its territory and teaching loading perspective, stating that it is not to make decisions based on fear.
- S Lenci would like to discuss how the programs, portfolio or curriculum will be affected.

Motion: D Mehus/E Balili

That Education Council tables the new course: DSCI 235 Sports Analytics for consultation as recommended by the CPRC –ST.

Defeated, 4 in favour, 8 opposed, 1 abstained.

- E Balili sought clarification on the reason of having Sports Analytics, but not integrating in existing programs, such as an option of Data Analytics.
- B Penfound stated that that is an option.
- M Martin sought clarification on whether it is an overlap or includes new techniques.
- B Penfound clarified that the course takes a couple of theories and put it in applied setting.
- M Martin stated that students will be gaining new information and skills in the course.
- S Lembke stated that different departments can have different emphasis.

Motion: D Mehus/M Martin

- That Education Council amends the main motion to add 'without precedent or prejudice'.
- M Martin would like to speak against to the motion, stating that the emphasis should base on the course, but not the title.
- S Lenci stated that the language is important and the discussion can be added to the EdCo meetings in future.

Motion: That Education Council amends the main motion to add 'without precedent or prejudice'.

Withdrew

Carried with the majority votes, 2 opposed, 1 abstained.

i. Proposal for a course revision: MATH 221 Linear Algebra I

Motion: M Somerville/K Brochu

That Education Council approves the course revision: MATH 221 Linear Algebra I as recommended by the CPRC –ST:

- As outlined.
- E Balili sought clarification on the cost of the change for the program revisions.
- B Penfound stated that there are a lot of email consultations from students requesting to change, stating that the prerequisite was entered incorrectly when Kuali implemented.
- M Martin clarified that it has switched to a different system recently, therefore this kind of revision is needed.

Carried with majority votes, 2 abstained (1 abstained due to the lack of information).

j. Proposal for a new course: MATH 223 Linear Algebra II

Motion: M Somerville/M Martin

That Education Council approves the new course: MATH 223 Linear Algebra II as recommended by the CPRC –ST:

- As outlined.

Carried with majority votes, 2 abstained (1 abstained due to the lack of information).

k. Proposal for a new course: MATH 258 Numerical Methods

Motion: S Lembke/C Newitt

That Education Council approves the new course: MATH 258 Numerical Methods as recommended by the CPRC –ST:

- As outlined.

Carried with majority votes, 2 abstained (1 abstained due to the lack of information).

5.4 Discussion

5.4.1 Protected language

- C Newitt made a motion to amend.

Motion: C Newitt/M Martin

That Education Council amends the motion to table the discussion to a future meeting.

Carried with majority votes as amended, 1 opposed.

- J Garrett made a motion.

- **Motion:** C Newitt/D Marques

That Education Council sends the discussion to CCC and to bring back to EdCo afterwards.

Carried

Motion: C Newitt/D Mehus

That Education Council moves the item 6.2 to the agenda.

Carried

6.2 VP Academic and Provost's report - Samantha Lenci

- No report.

5.5 Standing Committee Reports

a. Operations committee

- J Garrett informed the members that Operations Committee met on 2023 11 09 to approve graduates and program schedules.

b. ARP committee

- J Garrett informed the members that there will be 3 policies coming to EdCo meeting in January, with 1 policy pending for more information, calling for nominations of Arts, Business and Trades' seats.

c. CCC committee

- Not met.

d. Tributes committee

- Not met.

e. Ad Hoc Governance committee

- J Garrett informed the members that the first meeting has been held on November 28 and the Terms of Reference of the committee will be presented to the EdCo meeting in January.

6. Reports

6.1 Council chair's report - Jillian Garrett

- J Garrett noted the following in the report:
 - The student seat for the South Okanagan Similkameen is vacant and open for nominations.
 - There will be a Special Meeting about the Professional development training on January 25, 2024 at 4-6pm on Zoom. More details will be given in a separate email.

6.3 Registrar's report - Inga Wheeler

- No report as I Wheeler has sent regrets.

6.4 Board of Governors report - Cindy Battersby

- C Battersby stated that there was a Board celebration in Penticton and Vernon in November, stating that the Board met on December 5 and the next meeting will be on December 12.

7. In Camera Items

Motion: B Penfound/M Somerville
That Education Council moves in camera.

7.1 Minutes of November 9, 2023 Operations Committee meeting

Motion: D Mehus/A Krebs
That Education Council approves the minutes of November 9, 2023 Operations Committee meeting as presented.
Carried

Motion: B Penfound/D Mehus
That Education Council moves out of the camera.

8. Date, time of next meeting - Thursday, January 11, 2024 at 4:00 pm

9. Deadline for agenda items - Wednesday, December 20, 2023 at 12:00 pm

10. Adjournment at 7:29 pm
Motion to adjourn: D Mehus/B Penfound
Carried