

Camosun College Education Council - Regular Meeting

4:00 - 6:00 pm, Monday, Oct 17, 2011

CC 321, Interurban

Arrive early and grab a drink and refreshment. Bring your own mug or water bottle.

TIME	ITEM	PRESENTER
4:00	Call to order and declaration of quorum (1 min.)	Kathy Tarnai-Lokhorst
4:01	Acknowledgement of Coast Salish Territory (1 min.) <i>We acknowledge that Camosun College serves the communities of southern Vancouver Island and the south Gulf Islands that are located in the traditional territories of the Esquimalt; Lekwungen; Malahat; Pacheedaht; Pauquachin (Saanich); SC'lanew; Tsartlip (Saanich); Tsawout (Saanich); Tseycum (Saanich); and T'Sou ke Nations. Camosun College campuses are located on land that is the traditional territory of the Lekwungen, Esquimalt, and Saanich peoples. http://camosun.ca/aboriginal/territory.html</i>	Kathy Tarnai-Lokhorst
4:02	Round-Table Check-In (3 min.) <i>Please give 1 (one) word to describe your mood/feelings at this time. No explanation required. You may pass if you desire. (e.g. happy, drained, excited, calm, reflective, tired, elated, stressed, relaxed, attentive, confused, exhausted, confident, overwhelmed, hopeful, tense, gloomy, perplexed, tense, thrilled, cheerful, positive, balanced, nervous, hungry, sprite, comical, sunny, cloudy, etc.)</i>	Kathy Tarnai-Lokhorst
4:05	Sept 26/11 Minutes are approved via electronic vote (for your information)	Kathy Tarnai-Lokhorst
4:05	Reports (10 min.)	
	1. Education Council Chair (5 min.)	Kathy Tarnai-Lokhorst
	2. VP Education & Student Services (5 min.)	Baldev Pooni
	3. Board Member (nil)	TBD
4:15	Committee Reports (45 min.)	
	1. Awards (5 min.) See attached report.	TBD
	2. Education By-Laws (2 min.)	Baldev Pooni
	3. Education Approvals Review & Renewal (2 min.)	Karin Kaercher
	4. Alternatives & Electives (2 min.)	Kathy Tarnai-Lokhorst
	5. College Curriculum Committee (30 min.) See attached report.	Nicole Greengoe
5:00	Goodbye <i>Thank you all for coming to conduct the business of Education Council. Your presence and contributions are valued. Wishing everyone good health and a safe travel home.</i>	Kathy Tarnai-Lokhorst
	Next Regular Meeting	Kathy Tarnai-Lokhorst
	<i>Monday, Nov 2, 2011 4:00-6:00</i>	

TIME ITEM

PRESENTER

CC 321, Interurban

Members (*Quorum = 10*)**Voting Council Members**

Baldev Pooni, Administration

Barbara Herringer, Administration

Bradley Clements, Students

Carly Hall, Faculty

Cynthia Wrate, Faculty

Darragh Grove White, Student

Sarah Loewen, Administration

Gail Baxter, Support Staff

Joanne Cumberland, Support Staff

John Gordon, Faculty

Karin Kaercher, Faculty

Kathy Tarnai-Lokhorst, Faculty

Nancy Sly, Faculty

Nicole Greengoe, Administration

Patricia Gaudreault, Faculty

Paul Brady, Faculty

Stephen Bishop, Faculty

Thea Todd, Faculty

Non-Voting Council Members

Kathryn Laurin, President

Shelley Butler, Permanent Secretary

Vacant – Board of Governor Rep

Guests**For Information:****Education Council Executive:****Chair:** Kathy Tarnai-Lokhorst, Trades and Technology, Interurban, 370-4412, lokhorst@camosun.bc.ca**Vice-Chair:** Carly Hall, Health and Human Services, Lansdowne, 370-3240, hall@camosun.bc.ca**CCC Chair:** Nicole Greengoe, Student Services, Interurban, 370-3840, greengoe@camosun.bc.ca**VP Ed & SS:** Baldev Pooni, Office of VP Ed & SS, Interurban, 370-4543, pooni@camosun.bc.ca**Permanent Secretary:** Shelley Butler, Office of VP Ed & SS, Interurban, 370-4690, butler@camosun.bc.ca**Intranet:**

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<http://sp1.camosun.bc.ca/sites/edco/homepage>



Sept 26 Minutes (Electronic)

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Documents

- [EdCo Resource Binder](#)
- [Minutes for Electronic Review and Approval AND Learning Outcomes Feedback](#)
- [Rough Notes - EdCo Meetings](#)
- [Attendance](#)
- [Agenda Packages and Approved Minutes](#)
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Lists

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Discussions

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- [2011-04-18- DRAFT Minutes for Approval - Regular Meeting](#)
- [2011-02-21-Regular-Meeting](#)
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EX-250-002-002 (2011-09-26)

EDUCATION COUNCIL**APPROVED Minutes of the Meeting****Monday, Sept 26, 2011, 3:50 -6:00****CC 321, Interurban****PRESENT**

- Baldev Pooni (Administration)
- Barbara Herringer (Administration)
- Bradley Clements (Student)
- Carly Hall (Faculty), Vice-Chair
- Cynthia Wrate (Faculty)
- Darragh Grove-White (Student)
- Gail Baxter (Support Staff)
- Joanne Cumberland (Support Staff)
- John Gordon (Faculty)
- Karin Kaercher (Faculty)
- Kathy Tarnai-Lokhorst (Faculty), Chair
- Nancy Sly (Faculty)
- Nicole Greengoe (Administration)
- Patricia Gaudreault (Faculty)
- Paul Brady (Faculty)
- Shelley Butler (Permanent Secretary)
- Stephen Bishop (Faculty)
- Thea Todd (Faculty)

REGRETS / ABSENT

- Kathryn Laurin (President)
- Sarah Loewen (Administration)

GUESTS

- Debbie Sargent, Health and Human Services
- Gloria Darroch, Cooperative Education and Continuing Education
- Ian Humphries, Business
- Matthew Martin, Student
- Rowan Epp, Student
- Val Montague, Continuing Education

MEETING**1. EDUCATION COUNCIL GROUP PICTURE**

Jason King from Audio Visual took a group picture of the 2011-2012 council for our website.

2. CALL TO ORDER & DECLARATION OF QUORUM

The Regular Meeting was called to order at 4:08 by Kathy Tarnai-Lokhorst Education Council Chair.

3. ACKNOWLEDGEMENT OF COAST SALISH TERRITORY

Kathy acknowledged the Coast Salish Territory. Camosun College serves the communities of southern Vancouver Island and the south Gulf Islands that are located in the traditional territories of the Esquimalt; Lekwungen; Malahat; Pacheedaht; Pauquachin (Saanich); SC'lanew; Tsartlip (Saanich); Tsawout (Saanich); Tseycum (Saanich); and T'Sou ke Nations. Camosun College campuses are located on land that is the traditional territory of the Lekwungen, Esquimalt, and Saanich peoples.

4. ACCEPTANCE OF AGENDA

The Sept 26, 2011 agenda was accepted via a unanimous consent.

5. APPROVAL OF MINUTES

The June 20 2011 Regular Minutes and the Special Meeting Minutes were accepted as presented via a unanimous

consent.

6. INTRODUCTIONS & ROUND-TABLE CHECK-IN

Kathy requested members describe their mood/feelings that day as in one word to acknowledge and give voice to the emotional climate of the members.

7. EDUCATION COUNCIL CHAIR'S REPORT

Kathy noted that she attended the first Board meeting of the 2011-2012 academic year. The new chair of the Board is Kyman Chan. The past chair Lynda Farmer will be staying on the Board. The Board discussion focused on the College's new [Strategic Plan](#). Kathy noted that Education Council, like the Board, will be looking to ensure all our activities for the upcoming year align with the Strategic Plan.

Kathy also noted that the Board reviewed Camosun's latest Institutional Accountability Plan and Report. The report notes such things as our institutional accomplishments & highlights, institutional overview, planning context (i.e. environmental scan, etc.), goals and objectives, and strategic objectives, performance measures and targets. Kathy noted that we did see some improvements in the report (i.e. in the area of literacy).

Kathy noted that Education Council currently does not have a Board Representative. She has requested that the Board appoint a Board to become the Education Council rep. This request is in process.

Kathy also gave a brief background on the various ad-hoc and standing committees of Education Council and asked if members wished to continue with the committee or if any new members were interested in joining a committee:

- **EdCo Approvals Review and Renewal Committee** – Karin gave some additional information on the work of this committee and clarified her role as a facilitator of the group.
Members: Stephen, Patricia, Nancy, Carly, Kathy, Karin (facilitator), John, Nicole, Shelley.
- **EdCo By-Laws Committee** - *Members: Kathy, Nicole, Baldev, Cynthia, Matthew Martin (?), Shelley*
- **Awards Committee** – *Members: Joanne, Karin, Patricia, Shelley, and other non-EdCo committee members, Anne Gilbody, Doug Crowther, Franklyn Roy.*

8. VP EDUCATION & STUDENT SERVICES REPORT – Baldev Pooni

Baldev advised Education Council members to keep their eyes open for a Cam News Article on Wednesday regarding the Strategic Plan. He noted that the article will note the nine (9) items identified in the implementation plan and the champions that will be leading them.

9. COLLEGE CURRICULUM COMMITTEE REPORT – Nicole Greengoe

Nicole briefed the council regarding a vacant seat on CCC for a student member.

Nicole presented the CCC report as follows:

a. Presentation – Proposed Certificate in Herbal Studies – Val Montague

Val presented the proposed Certificate in Herbal Studies. Herbal Medicine is the ancient use of plant remedies in the treatment of disease. Modern science now allows us to better understand their healing powers and how they can complement traditional medicine. The philosophy behind herbal medicine is to treat the person, not the disease. Our six-month part-time program educates students to safely create effective, simple, affordable herbal medicines for personal use, using sustainable practices. Students will:

- Learn how to identify and use local wild and cultivated healing herbs.
- Become knowledgeable in Western, Ayurvedic, and traditional Indigenous philosophy and their use of herbs.
- Create effective, simple, affordable herbal medicines for personal use and learn about sustainable herbal practices.
- Apply a holistic approach to health and healing with herbs using modern science to enhance and complement your knowledge, efficacy and safety

Students will explore traditional and western approaches of using herbs for different body systems and will compare and contrast commercially available herbal remedies. The program theory includes an introduction to the physical structure and systems of the human body. Legal and ethical considerations of practicing herbalism will also be discussed. The practical component of this program, "Learning on the Land", includes hands-on herb identification, harvesting, and medicine making for personal use. Students are also introduced to the western herbal approach of using herbs for different body systems and will compare and contrast commercially available herbal remedies.

As the herbal industry is not presently regulated, this credential provides validation that the student has received a quality education from a reputable public post-secondary institution. While many students will choose to attend for personal interest, this credential serves to raise the standard of the industry and helps to promote a broader acceptance of holistic medicine. This program provides a strong foundation for students to create herbal remedies for personal use and to apply their knowledge in a community setting. Students may pursue continuing education towards professional membership in the American Herbalist Guild.

Questions and discussion followed.

Motion

It was moved by and seconded by College Curriculum Committee that Education Council approves the proposed curriculum changes to:

- Herbal Studies (Certificate in) (Substantive/Major Addition (New))** - New Program/Credential (ID 6644)
- HERB 501V History of Herbal Medicine (Substantive/Major Addition (New))** - New Course (ID 6645)
- HERB 502V Holistic Anatomy & Physiology (Substantive/Major Addition (New))** - New Course (ID 6646)
- HERB 503V Holistic Consulting Process (Substantive/Major Addition (New))** - New Course (ID 6647)
- HERB 504V Materia Medica (Substantive/Major Addition (New))** - New Course (ID 6648)
- HERB 505V Learning on the Land (Substantive/Major Addition (New))** - New Course (ID 6649)

Motion Carried.

b. Bachelor of Business Administration (BBA) Work Experience Courses

1. Reduce the number of BBA work experience courses from two (2) 360 hours courses to one(1) 420 hour course.
2. Cancel the current BBA work experience courses - BUS 399 (360 hours) and BUS 499 (360 hours).
3. Replace the cancelled BBA work experience courses with new ACCT 499 (420 hours), or HRML 499 (420 hours), or MARK 499 (420 hours) depending on the student's BBA program.

The school notes that one work experience satisfies the work experience set by the DQAB and reduces the total length time to complete the BBA without sacrificing academic quality. Also, some limited work opportunities may cause the graduation of some students to be delayed because they cannot find a suitable second work term. Note that the change will also be consistent with the COOP 201 option in the program, which requires 420 hours, and thereby ensures equal work experience requirements for both coop and non-coop students. The school and Co-op will be working together to develop a communications plan to communicate the proposed changes to students. It is also the intent of the program to recognize students that have existing relevant work experience via the PLA route, and strongly recommend that students without work experience enrol in Coop.

Note that there was no consensus reached with regard to a recommendation for approval from the CCC due to an outstanding concern regarding the application of Prior Learning Assessment (PLA) for students that wished to use the PLA process for work gained while a student in the program. It was noted by some CCC members that this watered down our definition and process of PLA, that it challenged the value of Cooperative Education, and that there was a strong potential for confusion for employers in the community regarding whether they were employing a Camosun student enrolled in a work experience course or not. The CCC forwarded to Education Council for decision.

Questions and discussion followed. Note that Ian and Gloria answered questions or clarified information as requested.

Baldev noted that it is the College Administration's responsibility to find operational solutions for recognizing work experience that a student may bring into or complete while in a program or course. He will review the issue with the affected parties to find a solution

Motion

It was moved by Stephen Bishop and seconded by Darragh Grove-White that Education Council approves the proposed curriculum changes to:

- Business Admin, Accounting Major (Bachelor of) (Substantive/Major Revision)** - Program Description, Program Content, Program Completion Requirements (ID 6315)
- ACCT 499 Unsupervised ACCT Work Exp (Substantive/Major Addition (Replacement))** - New Course (ID 6316)
- HRML 499 Unsupervised ACCT Work Exp (Substantive/Major Addition (Replacement))** - New Course (ID 6318)
- MARK 499 Unsupervised ACCT Work Exp (Substantive/Major Addition (Replacement))** - New Course (ID 6317)
- BUS 399 Work Term 1 (Substantive/Major Cancellation (Replacement))** - Cancel Course (ID 6332)
- BUS 499 Work Term 2 (Substantive/Major Cancellation (Replacement))** - Cancel Course (ID 6333)

Motion Carried.

Abstain (2) – Joanne Cumberland, Bradley Clements and Darragh Grove-White

c. Associate Degree of Arts and Associate Degree of Science

Following a program review and renewal and based on data and feedback provided, revisions were made to the Associate of Arts and Associate of Science degree programs. Revisions were made to program description and learning outcomes, and the Associate Degree of Science admission requirements. It was also determined through this process that a number of the specific discipline options in the program would be cancelled mainly due to low enrolments. It was determined that it is more viable to put resources into the promotion of the Diploma of Arts and Science than a number of the Associate Degree discipline options, which are very restrictive re. program content/completion requirements.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

Associate Degree () (Substantive/Major Revision) - Program Description, Program Admission Requirements, Learning Outcomes (ID 6642)

Anthropology (Associate Degree of Arts) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6651)

Asia-Pacific Studies (Associate Degree of Arts) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6652)

Chemistry (Associate Degree of Science) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6658)

Computer Science (Associate Degree of Science) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6659)

French (Associate Degree of Arts) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6653)

Geographic Information Science (GIS) (Associate Degree of Science) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6660)

Geography (Associate Degree of Arts) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6654)

Geography (Associate Degree of Science) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6663)

Math & Physics (Associate Degree of Science) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6661)

Philosophy (Associate Degree of Arts) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6655)

Physics (Associate Degree of Science) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6662)

Political Science (Associate Degree of Arts) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6656)

Sociology (Associate Degree of Arts) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6657)

Motion Carried.

Abstain: Bradley Clements

d. HIST 290

New Course. Created at the suggestion of the Chair of History at the University of Victoria. These special topics courses permits history instructors to offer a variety of courses in areas of expertise. Instructors may use these courses to gauge student interest in a particular topic before offering a course on a regular basis for unassigned credit.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

HIST 290 Special Topics in History (Substantive/Major Addition (New)) - New Course (ID 6518)

Motion Carried.

Abstain: Bradley Clements

e. MATH115, 187, and 189

MATH 115 – Increase hours from 5 to 6 a week and reduce the pre-requisite from an “A” to a “B” in Math 11. The increase in hours will allow for moving through content a bit more slowly, adding “just-in-time” review as needed. In addition the learning outcomes have been regrouped. Note that for pre-requisite and credential purposes the proposed version of the course is equivalent to the old version of the course.

MATH 187 and 189 – Simplify the pre-requisite by removing MATH 110, as the MATH 110 content is recommended by not required to succeed in the course.

Questions and discussion followed.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

MATH 059 Math for Ship Stability (Substantive/Major Addition (New)) - New Course (ID 6494)

Motion Carried

f. Diploma in Golf Management

Move GOLF 114 from year 1 to year 2 as it was better for workload balance for students.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

Golf Management (Diploma in) (Substantive/Major Revision) - Program Content (ID 6544)

Motion Carried

g. BUS 210, BUS 380, and MARK 225

BUS 210 - Remove the existing pre-requisite of BUS 110, or 150, or PADM 112, and add a pre/co-requisite of BUS 150 to ensure students have greater flexibility in completing the Advanced Diploma in a timely fashion by removing barriers that have been created by unnecessary pre-requisites.

BUS 380 - Add 1 hour a week (from 3 to 4) to course hours to allow for greater time to explore themes and course content to a level where students are able to deliver projects and assignments that reflect the course requirements.

MARK 225 – Add 1 hour a week (from 3 to 4) to provide a greater grounding in Public relations writing, etc. and to make the course time consistent with other required and elective courses in the diploma and BBA programs. In addition, a learning outcome was added related to the development of public relations writing skills.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

BUS 210 HR Management Foundations (Substantive/Major Revision) - Course Pre-Requisite (relax), Course Pre/Co-Requisite (increase) (ID 6541)

BUS 380 New Venture Development (Substantive/Major Revision) - Course (Activity) & Hours (ID 6543)

MARK 225 Public Relations (Substantive/Major Revision) - Course (Activity) & Hours , Learning Outcomes (ID 6542)

Motion Carried

h. BUS 285

New Course. Traditionally, professional identity has been formed primarily in the workplace with little conceptual support from undergraduate curriculum. Professionalism is now considered a fundamental competency in many careers. As educators, we must define professionalism, deliberately teach it, and assess our students. This course is more than a course in ethics and etiquette. It complements the student's discipline specific knowledge with a professional toolkit for their working lives.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

BUS 285 Workplace Professionalism (Substantive/Major Addition (New)) - New Course (ID 6540)

Motion Carried

i. ELC 150B

New Course. This bridging course has been developed for students who completed the 2 credit Health, Safety and Nutrition course (ECCE 150). The revised Health/Safety & Nutrition course (ELC 150) is 3 credits and has integrated concepts from the former second year Health and Safety course (ECCE 220). The bridging course includes the outstanding concepts and content required to demonstrate the learning outcomes of ELC 150.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

ELC 150B Health/Safety/Nutrition Bridge (Substantive/Major Addition (New)) - New Course (ID 6650)

Motion Carried

10. STUDENT APPEAL POLICY – Baldev Pooni

Baldev was going to present the housekeeping revision to change the contact number from the VP Ed & SS office to the Board. However, he has pulled the agenda item at this time for further review.

11. DRAFT LEARNING OUTCOMES STANDARD – Shelley Butler

Shelley presented the draft Learning Outcomes Standard for review. Shelley is seeking input from Education Council re. the DRAFT document. Send any feedback to Shelley. Once feedback has been received, it will be assessed and where appropriate it will be incorporated into the document. The document will then be circulated to EMT, EMOT and CCC for additional review/feedback. It will finally be returned to Education Council for review and approval.

12. NEXT REGULAR MEETING

Monday, Oct 17, 2011

4:00-6:00

Interurban, CC 321

13. ADJOURNMENT

The meeting adjourned at 5:50 pm.

Baldev Pooni Approve
Bradley Clements Approve
Barbara Herringer Approve
Carly Hall Approve
Cynthia Wrate Approve
Darragh Grove-White Vote Pending
Gail Baxter Approve
Joanne Cumberland Approve
John Gordon Approve
Karin Kaercher Approve
Kathy Tarnai-Lokhorst Approve
Nancy Sly Approve
Nicole Greengoe Vote Pending
Patricia Gaudreault Approve
Paul Brady Approve
Sarah Loewen Vote Pending
Stephen Bishop Vote Pending
Thea Todd Approve
Comments I would like it noted that I abstained from voting on motions "b," "c" and "d". Bradley Clements Student Representative (Shelley) - Okay. It will be noted.
Academic Year 2011-2012
Status Approved
Actively Viewable Yes

Last modified at 10/12/2011 9:23 AM by Shelley Butler

Education Council Awards Committee Report

Friday October 7, 2011

Members: Nicole Greengoe, Patricia Gaudreault, Anne Gilbody, Joanne Cumberland, Franklyn Roy, Karin Kaercher, Doug Crowther, Shelley Butler (Committee Support)

REPORT

The Education Council Awards Committee received 3 nominations for this year's Lt. Governor's Silver Medal Award. The Lieutenant-Governor of British Columbia annually awards a medal to a student graduating from a one-year or shorter program. The recipient must have an excellent academic record and have contributed positively to the college or community at large.

The Awards Committee selected Charlene Caldwell as this year's recipient for the award. Charlene made notable contributions to college and community, and graduated in the Advanced Diploma in Human Resource Management program with a GPA of 7.3.

Charlene was nominated by faculty members Robin McQueen and Shari Corrigan in the School of Business. Shari notes that Charlene "has developed into such a strong leader among her peers (...) by assisting in the creation and development of the Camosun DECA Chapter (...) DECA prepares emerging leaders and entrepreneurs (...) but it also encourages chapters to develop a civic consciousness (...) as a founding member, Charlene assisted in the development of a chapter constitution and lobbied the Dean's office to support the chapter, the very first in Western Canada".

In addition to the founding of DECA, Charlene volunteered in the Choices Adoption Annual Art Auction, The Victoria Tea Festival, Camosun Open House, School of Business Orientation Day, First Annual DECA Leadership Conference, and various fundraising events for chapter members to offset travel costs to competitive events. Shari, in her letter of recommendation, concludes that "Charlene was able to maintain a strong academic performance while simultaneously committing countless hours of service to the college, her employer, and volunteer activities in the broader Victoria community. Because of this she is truly deserving of the Lt. Governor's Silver Medal Award".

Charlene noted in her own words that volunteering with DECA and as their Vice-President of Marketing and Recruitment allowed her the opportunity to "make a difference in the lives of the students".

In addition to her work with DECA, Charlene also volunteered for the Burnside Gorge Community Santa's Pancake Breakfast and for "goBEYOND" to put on a seminar about sustainability in the workplace and "enrich lives at Camosun College".

The Awards Committee proudly recommends Charlene Caldwell for the Lt Governor's Silver Medal Award.

Motion

The Education Council Awards Committee have moved and seconded that Education Council award the Lt. Governor's Silver Medal to Charlene Caldwell.

Camosun College Curriculum Committee Report

Monday, Oct 3, 1:00-4:00, Paul 216, Lansdowne

- **Present:**, Nicole Greengoe (Chair), Peggy Tilley, Lynda Warren, Ian Humphries, Shelley Butler, Corrine Michel, Shohreh Hadian, Kirstin Lane, Debbie Sargent
- **Regrets/Absent:** Kristal Anderson, Susanne Thiessen
- **Guests:** LeaAnne Webster

Tuesday, Oct 4, 1:00-4:00, CC 235, Interurban

- **Present:**, Nicole Greengoe (Chair), Debbie Sargent, Lynda Warren, Susanne Thiessen, Shelley Butler
- **Regrets/Absent:** Peggy Tilley, Ian Humphries, Corrine Michel, Shohreh Hadian, Kirsten Lane, Kristal Anderson
- **Guests:**

CURRICULUM REPORT

1. Diploma in Indigenous Studies

Summary/Purpose

To increase the four (4) Circle Seminar courses in the program by 30 min. each from 1 hour to 1.5 hours a week to ensure students are given enough time to be heard. Current student feedback has indicated students don't feel that they have been allotted enough time. This also increases the course credits from 1.0 to 2.0, and the overall program credits from 64 to 68.

CCC Concerns/Questions/Comments

1. The CCC requested clarification on the justification for the additional 30 min. per week as it will increase the tuition for the course. The department has clarified that downside of the program cost increase is outweighed by students' need to have time to process the activities involved in circle learning.
2. The CCC requested the department redo the Calendar Descriptions to be more informative and better reflect the learning outcomes for the courses. The department has done.
3. The CCC requested clarification on how the department would PLA the courses. The department has clarified a process for assessing students for prior learning.
4. The CCC is challenged with the course being a 2.0 credit value given it is not clear if the additional 30 min. a week actually leads to an additional depth or breadth of learning or that the course outcomes even support it at a 2.0 credit value. The CCC, however recognizes that the increase in credits is a result of the credit model calculation which makes this increase (1.5 derived hours) round up to the nearest whole number. The CCC recommended the concern re. the credit model be forwarded to Baldev Pooni. This has been done.
5. The CCC requested some wordsmiths to the documents to improve clarity. The Department has done.

Full Recommendation – Pending CCC E-Vote

CCC has reviewed the curriculum, and any subsequent revisions and/or responses and is prepared to recommend for approval.

Motion Pending

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

Indigenous Studies (Diploma in) (Substantive/Major Revision) - Program Content (ID 6797)

IST 111 Circle Seminar 1 (Substantive/Major Revision) - Course (Activity) & Hours, Course Credits (ID 6798)

IST 112 Circle Seminar 2 (Substantive/Major Revision) - Course (Activity) & Hours, Course Credits (ID 6799)

IST 211 Circle Seminar 3 (Substantive/Major Revision) - Course (Activity) & Hours, Course Credits (ID 6800)

2. Diploma in Applied Chemistry and Biotechnology and CHEM 224

Summary/Purpose

1. **Diploma** - As a result of Program Review and Renewal, the program learning outcomes have been substantially revised. In addition, MATH 116 (one of two math options) has been removed from Program Content due to articulation issues and BIOL 230 (one of 4 science options) has been included as it is in alignment with the newly defined program learning outcomes.
2. **CHEM 224** – Remove the math pre/co-requisites as the statistical content presented in them will now be covered in the CHEM 224 course. This brings this course into alignment with the other four research universities and gives students more flexibility as to when their math courses are taken.

CCC Concerns/Questions/Comments

Nil.

Full Recommendation

CCC has reviewed the curriculum, and any subsequent revisions and/or responses and is prepared to recommend for approval.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

Applied Chemistry & Biotechnology (Diploma in) (Substantive/Major Revision) - Program Content, Learning Outcomes (ID 6672)

CHEM 224 Analytical Chemistry (Substantive/Major Revision) - Course Pre/Co-Requisite (relax) (ID 6671)

3. BUS 261 (new course) and cascading changes

Summary/Purpose

New (replacement) course. This course was originally known as TMGT 261 and restricted to tourism program students. With the suspension of the tourism programs for 2011/12 there was an opportunity to refresh the curriculum to serve a wider student population.

CCC Concerns/Questions/Comments

The CCC requested some wordsmith improvements to the calendar description and learning outcomes to improve clarity. The department has done.

Full Recommendation - Pending CCC E-Vote

CCC has reviewed the curriculum, and any subsequent revisions and/or responses and is prepared to recommend for approval.

Motion Pending

BUS 261 Business and Sustainability (Substantive/Major Revision(Replacement)) - New Course (ID 6750)

TMGT 261 Sustainability (Substantive/Major Cancellation (Replacement)) - Cancel Course (ID 6755)

Business Admin, Marketing (Diploma in) (Substantive/Major Revision) - Program Content (ID 6752)

Business Admin, Tourism Management (Diploma in) (Substantive/Major Revision) - Program Content (ID 6751)

Golf Operations (Advanced Diploma) (Substantive/Major Revision) - Program Content (ID 6753)

4. Diploma in Sport Performance

Summary/Purpose

Remove the “UT” from the academic elective restriction on the Sport Performance Diploma. It is proposed that students have the opportunity to choose non-university transfer (UT) courses that fit with their career and professional goals. This will improve flexibility in course offerings and enhance retention of students as they choose courses more appropriate to their needs.

CCC Concerns/Questions/Comments

Nil

Full Recommendation

CCC has reviewed the curriculum, and any subsequent revisions and/or responses and is prepared to recommend for approval.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

Sport Performance (Diploma in) (Substantive/Major Revision) - Program Content (ID 6760)

5. BUS 150 - revision

Summary/Purpose

The proposed revisions are the result of a review and renewal of the course. The course is no longer the anchor to the School of Business’ Integrated Business Case experience. The course will now focus on management and organizations.

CCC Concerns/Questions/Comments

The CCC recommended a wordsmith and an error correction. The department has done.

Full Recommendation

CCC has reviewed the curriculum, and any subsequent revisions and/or responses and is prepared to recommend for approval.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

BUS 150 Introduction to Management (Substantive/Major Revision) - Course Calendar Description, Course Pre-Requisite (alternate), Learning Outcomes (ID 6749)

6. BUS 217 - revision

Summary/Purpose

The proposed revisions are the result of a review and renewal of the course (the first since its inception over 10 years ago). The proposed revisions are to evolve the course into a skills-based communication course to attract students from all business programs (not only Human Resource students) and provide them with “ready-to-wear” communication and interpersonal skills to use when they are coaching, consulting, or leading in the workplace.

CCC Concerns/Questions/Comments

The CCC requested some rationale on the increase in course hours and some wordsmith improvements to the learning outcomes to improve clarity. The department has done.

Full Recommendation – CCC E-Vote Pending

CCC has reviewed the curriculum, and any subsequent revisions and/or responses and is prepared to recommend for approval.

Motion Pending

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

BUS 217 Effective Workplace Interaction(Substantive/Major Revision) - Course Title, Course Calendar Description , Course (Activity) & Hours, Learning Outcomes (ID 6756)

7. BUS 421 -revision

Summary/Purpose

The proposed change is a result of a program review for the Advanced Diploma in Human Resources Management. The review noted the need for students to have greater flexibility to course offering and to remove unnecessary pre-requisite barriers. After the review it was determined that the pre-requisites required could be reduced and still be sufficient to provide the necessary preparation for the BUS 421 course.

CCC Concerns/Questions/Comments

1. The CCC requested a revision to the rationale for the change to improve its clarity. The department has done.
2. The CCC requested a couple of error corrections. The department has done.

Full Recommendation

CCC has reviewed the curriculum, and any subsequent revisions and/or responses and is prepared to recommend for approval.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

BUS 421 Strategic Human Resources Management (Substantive/Major Revision) - Course Pre-Requisite (relax) (ID 6759)

8. ABT 118 - revision

Summary/Purpose

Reduce credits based on the new credit model, add an additional pre-requisite and remove four pre/co-requisites as they are not necessary for student success, and remove one learning outcome as it is covered in detail in another course in the program.

CCC Concerns/Questions/Comments

Nil

Full Recommendation

CCC has reviewed the curriculum, and any subsequent revisions and/or responses and is prepared to recommend for approval.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

ABT 118 Office Procedures (Substantive/Major Revision) - Course Pre-Requisite (increase), Course Pre/Co-Requisite (relax), Course Credits, Learning Outcomes (ID 6796)