



# Agenda

Monday, June 15, 2015

4:00-6:00 pm – Regular Meeting

CC 321, Interurban

Please bring your own mug or water bottle.

| TIME | ITEM  | PRESENTER                                     |
|------|---|---|
| 4:00 | Call to order and declaration of quorum (1 min.)  | Cynthia Wrate                                 |
| 4:01 | <b>Acknowledgement of Coast Salish Territory (1 min.)</b><br><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. <a href="http://camosun.ca/aboriginal/territory.html">http://camosun.ca/aboriginal/territory.html</a></i>   | Cynthia Wrate                                 |
| 4:02 | Round-Table Check-In (3 min.)   | Cynthia Wrate                                 |
| 4:05 | Acceptance of Agenda (1 min.)   | Cynthia Wrate                                 |
| 4:06 | Minutes for approval (1 min.)   | Cynthia Wrate                                 |
| 4:07 | <b>Reports (8 min.)</b><br>1. Education Council Chair (3 min.)<br>2. VP Academic (3 min.)<br>3. Board Member (2 min.)   | Cynthia Wrate<br>John Boraas<br>Laylee Rohani |
| 4:15 | <b>Committee Reports (5 min.)</b><br>Request for members to put their names forward for one or more of the Education Council Committees <ul style="list-style-type: none"> <li><b>Awards:</b> Require chair and members. Approx. 1 or 2 meetings (1-3 hrs each) per year to select nominees for College wide awards. <b>2015-2016 membership:</b> Joanne Cumberland, Franklyn Roy, Nicole Greengoe, Patricia Gaudreault, Dominic Bergeron, Shelley Butler (Support)</li> <li><b>Ed Approvals Steering Committee:</b> Require chair and members. Approx. 1 or 2 meetings (90 min.) a month to provide guidance, feedback and advise on challenges with the Ed Approvals process. <b>2015-2016 membership:</b> Carly Hall, Lynda Warren (Lea Quill alternate), Gail Baxter, Steven Rumpel, Connie Klassen (new), Tracey Morris (new), Shelley Butler</li> </ul> | Cynthia Wrate                                 |

| TIME | ITEM   | PRESENTER   |
|------|--|---|
|      | <ul style="list-style-type: none"> <li><b>EdCo Policy &amp; Standards Committee:</b> Require members. Meeting schedule to be determined (likely one or two 90 min. meetings a month). See Terms of Reference for the committee. <b>2015-2016 membership:</b> Cynthia Wrate (Chair), Nicole Greengoe, Shohreh Hadian, Steven Rumpel, Sarah Lindsay, Shelley Butler</li> </ul>   |   |
|      | 1. Awards (nil)  | None  |
|      | 2. Educational Approvals Steering Committee (nil)  | Karin Kaercher  |
|      | 3. Education Council Policy and Standards Committee (nil)  | Cynthia Wrate   |
| 4:20 | <b>Integrated Curriculum Committee Report (50 min.)</b><br><i>The ICC would like to recognize Connie Klassen as the new ICC Chair for 2015-2016.</i>   | Karin Kaercher  |
|      | 1. <b>Presentations of Renewed Programs (Quarter to Semester)</b> <ul style="list-style-type: none"> <li>Three Technology Access Programs (15 min.) <ul style="list-style-type: none"> <li>Certificate in Civil Engineering Access</li> <li>Certificate in Mechanical Engineering Access</li> <li>Certificate in Electronics and Computer Engineering Access</li> </ul> </li> <li>Diploma in Civil Engineering Technology (15 min.)</li> <li>Diploma in Mechanical Engineering Technology (15 min.)</li> </ul> | Zoe Broom,<br>Alan Duncan,<br>Ross Lyle, &<br>Pat Wrean |
|      | 2. <b>Regular Curriculum for Full Recommendation (5 min)</b>   | Karin Kaercher  |
| None | <b>Presentations and/or Discussions (nil)</b>  |   |
| 5:10 | <b>Thank You to Outgoing Members (5 min.)</b><br><i>Thank you for your service and dedication to Education Council:</i><br>Carly Hall, Faculty                      Tony Veron, Faculty<br>Craig Derksen, Faculty                Vicky Qu, Student<br>Joanne Cumberland, Support Staff   Peter Lockie, Interim President   | Cynthia Wrate   |
| 5:15 | <b>Meeting Adjourned</b>   | Cynthia Wrate   |
|      | <b>Upcoming Meetings:</b><br><br><b>Regular Meetings(Orientation)</b><br>Monday, Sept 21, 2015<br>4:00-6:00 pm<br>CC 321, Interurban   |   |

Members (Quorum = 7)

**Voting Council Members**

- |                                     |  |
|-------------------------------------|--|
| 1. Carly Hall, Faculty              | 10. Patrick Jones, Faculty                                 |
| 2. Craig Derksen, Faculty           | 11. Sarah Lindsay, Student                                 |
| 3. Cynthia Wrate, Faculty           | 12. Shohreh Hadian, Faculty                                |
| 4. Dominic Bergeron, Administration | 13. Stephen Bishop, Faculty                                |
| 5. Hannah Thomson, Student          | 14. Steven Rumpel, Administration                          |
| 6. John Boraas, Administration      | 15. Rachael Grant, Student                                 |
| 7. Leslie Martin, Support Staff     | 16. <del>Joanne Cumberland, Support Staff</del> - resigned |
| 8. Lisa Robertson, Faculty          | 17. <del>Tony Vernon, Faculty</del> -resigned              |
| 9. Nicole Greengoe, Administration  | 18. <del>Vicky Qu</del> , Student - resigned               |

**Non-Voting Council Members**

Peter Lockie, President

Laylee Rohani, Board of Governors

Shelley Butler, Permanent Secretary

Karin Kaercher, ICC Chair (*Regular Guest*)

Corrine Michel, Indigenization Coordinator  
(*Regular Guest*)

**Guests**

Alan Duncan, Trades and Technology

Ross Lyle, Trades and Technology

Zoe Broom, Trades and Technology

Pat Wrean, Access and Arts and Science

**For Information:****Education Council Executive:**

**Chair:** Cynthia Wrate, Business, Interurban, 370-4134, [wratec@camosun.bc.ca](mailto:wratec@camosun.bc.ca)

**Vice-Chair:** Stephen Bishop, Health & Human Services, 370-3113, [bishops@camosun.bc.ca](mailto:bishops@camosun.bc.ca)

**ICC Chair:** Karin Kaercher, CETL, 370-3365, [kaercher@camosun.bc.ca](mailto:kaercher@camosun.bc.ca)

**VP Academic:** John Boraas, Office of VP, Interurban, 370-4543, [boraas@camosun.bc.ca](mailto:boraas@camosun.bc.ca)

**Permanent Secretary:** Shelley Butler, Office of VP Academic, Interurban, 370-4690, [edapprovals@camosun.bc.ca](mailto:edapprovals@camosun.bc.ca)

**Intranet:**

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<http://sp1/sites/edco/homepage>; or

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



# DRAFT Minutes

Monday, May 25, 2015

4:10-6:00 pm

CC 321, Interurban

## Present

Carly Hall, Faculty  
 Craig Derksen, Faculty  
 Cynthia Wrate, Faculty  
 Dominic Bergeron, Administration  
 Hannah Thomson, Student  
 Joanne Cumberland, Support Staff  
 Karin Kaercher, ICC Chair (*Regular Guest*)

Patrick Jones, Faculty  
 Peter Lockie, Interim President  
 Rachael Grant, Student  
 Sarah Lindsay, Student  
 Shelley Butler, Permanent Secretary  
 Shohreh Hadian, Faculty  
 Steven Rumpel, Administration

## Regrets/Absent

John Boraas, Administration  
 Laylee Rohani, Board of Governors  
 Leslie Martin, Support Staff  
 Lisa Robertson, Faculty

Nicole Greengoe, Administration  
 Stephen Bishop, Faculty  
 Tony Vernon, Faculty  
 Vicky Qu, Student

## Guests

Alan Duncan, Trades and Technology

## ITEM

## PRESENTER

### A. Call to order and Declaration of Quorum

Cynthia Wrate

The Regular Meeting was called to order at 4:15 by Cynthia Wrate, Education Council Chair.

### B. Acknowledgement of Coast Salish Territory

Cynthia Wrate

*Cynthia acknowledges 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. <http://camosun.ca/aboriginal/territory.html>*

### C. Round-Table Check-In

Cynthia Wrate

Cynthia welcomed everyone and requested a roundtable check-in.

### D. Acceptance of Agenda

Cynthia Wrate

The May 25, 2015 agenda was accepted via unanimous consent, with one addition – a discussion item on course duplication by Shohreh Hadian.

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**E. Minutes for approval**

Cynthia Wrate

The Apr 20, 2015 minutes were approved via unanimous consent.

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**F. Reports****1. Education Council Chair**

Cynthia Wrate

Cynthia updated council members on the meeting she attended on April 24<sup>th</sup> with the provincial Academic Governance Council. Cynthia raised the question of adding an Indigenous voice to Education Councils. The purpose was to seek input, perspectives and support from the provincial body, and to amend the College and Institute Act to include an Indigenous voice. There was no decision by the group, but healthy discussion was had. Many other institutions in the province are not necessarily in the same place as Camosun with regard to relationships with their First Nations communities. This makes the addition of a “voice” more complex for some institutions. There was also concern expressed over opening of the College and Institute Act generally and what that might mean for the Act. Academic Governance Council meeting attendees were thankful the issue was raised and it will be the start of continuing discussion on the topic.

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**2. VP Academic**

John Boraas

John was absent so no report was delivered.

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**3. Board Member**Peter Lockie for  
Laylee Rohani

Peter updated council member on two items:

- The last Board Meeting was on student housing. The question of student housing for the institution is a big one, and there are still many outstanding questions to be determined.
- Marilyn Pattison has stepped down from the Board, as have Andy Chen and Keith Todd. Peter noted his terms will also end as President and Sherri Bell will take over.

Cynthia thanked Peter for his work and his commitment to the work of Education Council.

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**G. Committee Reports****1. Awards**Joanne  
Cumberland

Joanne presented the nominations for the Education Council Awards. Joanne noted she will be stepping down as Awards Committee Chair as she will no longer be on Education Council next year; Cynthia thanked Joanne for serving on the committee as Chair.

**Motion**

It was moved by Joanne Cumberland and seconded by Dominic Bergeron that Education Council approve the following students for the Education Council Awards:

- Donald Family Leadership Award – Thomas K. McCormick
- Mixon Animal Rights Award – Sara Laursen
- Leadership in African Awareness Award – James Carmichael
- Lt. Governor’s Silver Medal Award – Robin Adams

**Motion Carried**

**2. Education Approvals Steering Committee**

Karin Kaercher

Nil

**3. Education Council Policy and Standards Committee**

Cynthia Wrate

Nil

**H. Integrated Curriculum Committee Report**

Karin Kaercher

**Curriculum Recommended for Approval****PRESENTATION 1**

Alan Duncan presented the revised the renewed Electronics and Computer Engineering – Renewable Energy program. Questions and discussion followed.

**Motion**

It was moved and seconded by the Integrated Curriculum Committee that Education Council approves changes to following revised curriculum :

- Electronics and Computer Engineering – Renewable Energy (IDS 847)
- ECET 120 (IDS 848), ECET 130 (IDS 849), ECET 140 (IDS 850), ECET 141 (IDS 851), ECET 161 (IDS 852), ECET 162 (IDS 853), ECET 165 (IDS 854), ECET 190 (IDS 855)
- ECET 220 (IDS 856), ECET 221 (IDS 857), ECET 230 (IDS 858), ECET 231 (IDS 859), ECET 242 (IDS 860), ECET 250 (IDS 861), ECET 251 (IDS 862), ECET 260 (IDS 863), ECET 261 (IDS 864), ECET 280 (IDS 865), ECET 281 (IDS 866), ECET 282 (IDS 8687), ECET 290 (IDS 868), ECET 291 (IDS 869), ECET 292 (IDS 870) – new courses
- MATH 166 (IDS 946), MATH 168 (IDS 947) – new courses
- PHYS 157 (IDS 844) – new course
- ENGL 170 (IDS 788), ENGL 273 (IDS 789) – various (requisite, course type, activity/hours, credits)

Motion Carried

**PRESENTATION 2**

Alan Duncan presented the revised three revised Department of National Defense contract training programs. Questions and discussion followed.

**Motion**

It was moved and seconded by the Integrated Curriculum Committee that Education Council approves changes to following revised curriculum :

- Electrical Technical Junior (ETECH 4) – IDS 1028 – delivery arrangements
  - ELEN 140 (IDS 1029), ELEN 141 (IDS 1030), ELEN 173 (IDS 1031) – activity/hours
  - ENGL 141 (IDS 1111) – activity/hours
- Electrical Technician (ETECH 5) – IDS 1032
  - ELEN 120 (IDS 1041), ELEN 124 (IDS 1042), ELEN 132 (IDS 1037), ELEN 142 (IDS 1033), ELEN 144 (IDS 1034), ELEN 147 (IDS 1038), ELEN 148 (IDS 1043), ELEN 164 (IDS 1035), ELEN 170 (IDS 10356), ELEN 180 (IDS 1044), ELEN 232 (IDS 1045), ELEN 243 (IDS 1039), MECH 252A (IDS 1046), ENGR 276A (IDS 1040) – various (subject codes, short descriptions, requisites, activity/hours, credits, learning out comes)
  - ENGL 171 (IDS 1112) – activity/hours

- WENG TECH System Maintainer –IDS 1047
  - ELEN 102 (IDS 1048), ELEN 134 (IDS 1049), ELEN 135 (IDS 1050), ELEN 160 (IDS 1054), ELEN 163 (IDS 1051), ELEN 181 (IDS 1055), ELEN 243 (IDS 1055), ELEN 244 (IDS 1060), ELEN 246 (IDS 1061), ELEN 284 (IDS 1057), ELEN 285 (IDS 1058), ELEN 186 (IDS 1059) – various (activity/hours, course cancellation, new course)
  - ENGL 173 (IDS 1113) – new course
- SOC 101 (IDS 800), SOC 120 (IDS 801), SOC 200 (IDS 802) – title, description, requisite, learning outcome, PLA
- ENGL 221 (IDS 1062), ENGL 224 (IDS 1063), ENGL 262 (IDS 1064), ENGL 266 (IDS 1066), ENGL 270 (IDS 1068) , ENGL 280 (IDS 1072), ENGL 282 (IDS 1076), ENGL 288 (IDS 1079), ENGL 290 (IDS 1080) – pre-requisite
- ENGL 286 (IDS 798) – title, description, pre-req., learning outcomes

**Motion Carried****REGULAR CURRICULUM**

Karin presented the following curriculum for approval:

**Motion**

It was moved and seconded by the Integrated Curriculum Committee that Education Council approves changes to following revised curriculum :

- SOC 101 (IDS 800), SOC 120 (IDS 801), SOC 200 (IDS 802) – title, description, requisite, learning outcome, PLA
- ENGL 221 (IDS 1062), ENGL 224 (IDS 1063), ENGL 262 (IDS 1064), ENGL 266 (IDS 1066), ENGL 270 (IDS 1068) , ENGL 280 (IDS 1072), ENGL 282 (IDS 1076), ENGL 288 (IDS 1079), ENGL 290 (IDS 1080) – pre-requisite
- ENGL 286 (IDS 798) – title, description, pre-req., learning outcomes

**Motion Carried****PROGRAM CANCELLATIONS**

Dominic presented the cancellations, on behalf of John Boraas, for the following three programs and their associated courses. Questions and discussion followed.

**Motion**

It was moved by Dominic Bergeron and seconded by Sarah Lindsay that Education Council recommends the approval of the cancellation of the following programs to the Board of Governors.

Program Cancellation: Diploma in Jazz Studies (IDS 927)

Course Cancellation:

- JAZZ 104 (IDS 417), 105 (IDS 418), 112 (IDS 419), 113 (IDS 420), 122 (IDS 421), 123 (IDS 422), 124 (IDS 423), 125 (IDS 424), 126 (IDS 425), 127 (IDS 427), 134 (IDS 428), 135 (IDS 429), 144 (IDS 430), 145 (IDS 432), 146 (IDS 433), 147 (IDS 431), 204 (IDS 434), 205 (IDS 435), 222 (IDS 436), 223 (IDS 437), 224 (IDS 438), 225 (IDS 709), 226 (IDS 710), 227 (IDS 711), 234 (IDS 712), 235 (IDS 713), 244 (IDS 442), 245 (IDS 439), 246 (IDS 440), 247 (IDS 441)

Program Cancellation: Diploma in Music (IDS 1251)

Course Cancellation:

- MUS 100 (IDS 443), 101 (IDS 444), 102 (IDS 445) , 103 (IDS 446), 106 (IDS 447), 107

(IDS 448), 110 (IDS 449), 111 (IDS 450), 115 (IDS 451), 120 (IDS 452), 121 (IDS 453), 122 (IDS 454), 123 (IDS 455), 124 (IDS 456), 126 (IDS 457), 127 (IDS 458), 130 (IDS 459), 131 (IDS 460), 132 (IDS 461), 133 (IDS 462), 136 (IDS 463), 137 (IDS 464), 140 (IDS 465), 141 (IDS 466), 142 (IDS 467), 143 (IDS 468), 146 (IDS 469), 147 (IDS 470), 150 (IDS 471), 151 (IDS 472), 152 (IDS 473), 153 (IDS 474), 154 (IDS 475), 155 (IDS 476), 156 (IDS 477), 157 (IDS 478), 160 (IDS 479), 161 (IDS 480), 162 (IDS 481), 163 (IDS 482), 172 (IDS 483), 173 (IDS 484), 190 (IDS 485), 191 (IDS 486), 192 (IDS 487), 193 (IDS 488), 200 (IDS 489), 201 (IDS 490), 202 (IDS 491), 203 (IDS 492), 206 (IDS 493), 207 (IDS 494), 208 (IDS 495), 209 (IDS 496), 210 (IDS 497), 211 (IDS 498), 212 (IDS 499), 213 (IDS 500), 220 (IDS 501), 221 (IDS 502), 222 (IDS 503), 223 (IDS 504), 226 (IDS 505), 227 (IDS 506), 228 (IDS 507), 229 (IDS 508), 230 (IDS 509), 231 (IDS 510), 232 (IDS 511), 233 (IDS 512), 236 (IDS 513), 237 (IDS 514), 240 (IDS 515), 241 (IDS 516), 242 (IDS 517), 243 (IDS 518), 246 (IDS 519), 247 (IDS 520), 250 (IDS 521), 251 (IDS 522), 252 (IDS 523), 253 (IDS 524), 254 (IDS 525), 255 (IDS 526), 256 (IDS 527), 257 (IDS 528), 260 (IDS 529), 261 (IDS 530), 272 (IDS 531), 273 (IDS 532), 274 (IDS 533), 275 (IDS 534), 276 (IDS 535), 290 (IDS 536), 291 (IDS 537), 292 (IDS 539), 293 (IDS 540)

Program Cancellation: Certificate in Music Foundations (IDS 842)

Course Cancellation:

- MUSF 100 (IDS 405), 101 (IDS 406), 102 (IDS 410), 103 (IDS 407), 120 (IDS 408), 121 (IDS 409)

**Motion Carried**

**Issues Arising from Curriculum Review:**

nil

**Karin Kaercher**



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**I. Presentations and/or Discussions**
**1. Adding an Indigenous Voice and the ICC Chair to Education Council**

Cynthia Wrate

Cynthia reviewed the proposed language changes to the Education Council by-laws to include the Indigenization Coordinator and the ICC Chair as non-voting members of Education Council.

**Motion**

It was moved by Cynthia Wrate and seconded by Craig Derksen that Education Council to approve the following revision to the Education Council By-Laws to include two additional non-voting members:

**"B. TERMS OF MEMBERSHIP**

1. The composition of Education Council is that defined by *Section 15 of the College and Institute Act*.

- a) There are two additional non-voting members who provided expert counsel to Education Council. These members are the Integrated College Curriculum Committee Chair and the Camosun College Indigenization Coordinator.
- b) In the event that the Integrated College Curriculum Committee Chair and/or the Camosun College Indigenization Coordinator is an elected member of Education Council, no additional non-voting member will be appointed as expert counsel."

**Motion Carried (2/3 votes received)**

**2. Course Duplication**

Shohreh Hadian

Shohreh introduced the issue of how course duplication is impacting on her personally for this Fall 2015 and the institution overall. Questions and discussion followed, and included but was not limited to:

- There are internal issues and external issues as a result of course duplication.
- How do we define course duplication? Duplication is often in the eye of the beholder.
- We need clarity on who has the responsibility and authority to approve the offering of duplicate courses, and the mechanisms to pursue the resolution of that.
- Our expertise is being duplicated, what are the impacts of this?
- There are political and territorial issues that contribute to this issue.
- We need guidelines and ability to enforce them when it comes to course duplication.
- Course duplication is confusing for students.
- We are stronger as a College if we use "we" versus "us/them" when discussing this issue.
- This is an important policy question.

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**J. Next Meeting**

Cynthia Wrate

**Regular Meeting**

Monday, Jun 15, 4-6, CC 321, Interurban

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**K. Adjournment**

Cynthia Wrate

The Meeting adjourned at 5:33 pm.

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Ex-250-002-002

# DRAFT Special Meeting Minutes

Monday, May 25, 2015

4:00 – 4:10 Meeting

CC321, Interurban

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## Present

Cindy Drover-Davidson, Support Staff  
Cynthia Wrate, Faculty  
Dominic Bergeron, Administration  
Hannah Thomson, Student  
Karin Kaercher, ICC Chair  
Patrick Jones, Faculty  
Peter Lockie, Interim President

Peter Ove, Faculty  
Steven Rumpel, Administration  
Rachael Grant, Student  
Shohreh Hadian, Faculty  
Shelley Butler, Permanent Secretary  
Tim Ayers, Faculty

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## Regrets/Absent

Alison Bowe, Faculty  
Bijan Ahmadi, Faculty  
Emara Angus  
John Boraas, Administration  
Leslie Martin, Support Staff

Lisa Robertson, Faculty  
Nicole Greengoe, Administration  
Stephen Bishop, Faculty  
Laylee Rohani, Board of Governors

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## Meeting

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### A. CALL TO ORDER AND A DECLARATION OF QUORUM

The Special Meeting was called to order at 4:10 by Karin Kaercher. Quorum declared.

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### B. ELECTION OF 2015-2016 CHAIR

Karin called for nomination from the floor for the position of Chair of Education Council. Cynthia Wrate was nominated and she accepted the nomination. There were no other nominations. Cynthia Wrate was declared the 2015-2016 Chair of Education Council.

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### C. ELECTION OF 2015-2016 VICE CHAIR

Karin called for nomination from the floor for the position of Vice-Chair of Education Council. Stephen Bishop was nominated. Stephen was absent from the meeting but he accepted a nomination for the position via email. There were no other nominations. Stephen Bishop was declared the 2015-2016 Vice-Chair of Education Council.

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**D. NEXT MEETING & ADJOURNMENT**

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Next meeting for the 2015-2016 Education Council will be Monday, September 21, 4:00-6:00 pm, CC 321, Interurban campus.

Karin adjourned the meeting at 4:14 pm.



|                        |                          |
|------------------------|--------------------------|
| <b>Policy:</b>         | <b>G-3.5</b>             |
| <b>Approved By:</b>    | <b>Education Council</b> |
| <b>Approval Date:</b>  | <b>May 12, 2014</b>      |
| <b>Amendment Date:</b> |                          |
| <b>Policy Holder</b>   | <b>VP Education</b>      |

## **POLICY AND STANDARDS COMMITTEE TERMS OF REFERENCE**

### **Purpose**

As a Sub-Committee of Education Council, the Policy and Standards Committee is responsible for recommendations to Education Council regarding governance and policy issues and coordinates the development of policy briefings and policy drafts for review, discussion and decision of Education Council.

### **Responsibilities**

#### **Committee:**

1. Reviews Education Council's governance record, policies and procedures periodically to ensure consistency with the powers and responsibilities identified in the BC College and Institute Act;
2. Initiates revision or creation of policy that falls under the responsibility of Education Council in the College and Institute Act;
3. Identifies and engages college resources, stakeholders, and communication processes to support policy development and review;
4. Participates as needed in policy development initiatives;
5. Reviews submitted drafts of Education Council governance briefings, policies and procedures/processes that fall under the responsibility of Education Council in the College and Institute Act;
6. Liaises with ICC / Education Council to set priorities for issues arising from curriculum review;
7. Presents briefings, policies and procedures to Education Council for decision/approval;

8. Develops new Education Council member orientation and training pertaining to policy and standards.

**Chair:**

1. To chair meetings as the representative of Education Council.
2. Regularly reports to Education Council on the work of the Committee and any arising issues or concerns.

**Committee Membership**

Committee members will typically be Education Council members supplemented by members of the college community as deemed appropriate by Education Council.

**Committee Operation**

1. The Committee will normally meet monthly September through June. Additional meetings will be scheduled as required.
2. Briefing documents and draft policy will be presented to Education Council for their discussion and decision.
3. Staff Coordination support will be provided by the Office of the VP Education and other college departments as required.
4. Quorum is required for all decisions leading to a recommendation to Education Council.



## Integrated Curriculum Committee Report

Ensuring that our students are provided with quality educational experiences



EX-250-003-001-002

### **Apr 22, 2015, 1:00-4:30, Paul 216, Lansdowne**

**Present:** Karin Kaercher, Connie Klassen, Dianne Binn, Lea Quill, Lynda Warren, Shelley Butler, Mavis Smith, Tim Ayers, Steven Rumpel, Valerie Montague, Yolina Denchev

**Regrets/Absent:** Amar Bouallouche, Pei Mei Chia

**Guests:** Joseph Hoh (Arts/Sci), John Boehme (Arts/Sci), Bradley Muir (Arts/Sci) – Visual Arts

### **Apr 27, 1:00-4:30, CC 321, Interurban**

**Present:** Karin Kaercher, Connie Klassen, Lynda Warren, Shelley Butler, Steven Rumpel, Yolina Denchev, Tim Ayers

**Regrets/Absent:** Amar Bouallouche, Lea Quill, Pei Mei Chia, Mavis Smith, Dianne Binn, Valerie Montague

**Guests:** Ross Lyle (Trades/Tech), Pat Wrean (Art/Sci, Access) – Mechanical Engineering Tech

### **Apr 28, 2015, 1:00--4:30, CC 321, Interurban**

**Present:** Karin Kaercher, Connie Klassen, Lynda Warren, Shelley Butler, Steven Rumpel, Yolina Denchev, Tim Ayers

**Regrets/Absent:** Amar Bouallouche, Lea Quill, Pei Mei Chia, Mavis Smith, Dianne Binn, Valerie Montague

**Guests:** Zoe Broom (Trades/Tech), Pat Wrean (Arts/Sci, Access) – Civil Engineering Tech

### **May 6, 2015, 1:00-4:30, CC 321, Interurban**

**Present:** Karin Kaercher, Connie Klassen, Lynda Warren, Shelley Butler, Steven Rumpel, Yolina Denchev, Tim Ayers, Pei Mei Chia, Dianne Binn, Valerie Montague

**Regrets/Absent:** Amar Bouallouche, Lea Quill, Mavis Smith

**Guests:** Alan Duncan (Trades/Tech), Pat Wrean (Arts/Sci, Access) – Three DND Q2S program revisions

### **May 11, 2015, 1:00-4:30, LLC 151, Lansdowne**

**Present:** Karin Kaercher, Lynda Warren, Shelley Butler, Steven Rumpel, Yolina Denchev, Tim Ayers, Pei Mei Chia, Dianne Binn, Valerie Montague, Lea Quill, Mavis Smith

**Regrets/Absent:** Amar Bouallouche, Connie Klassen,

**Guests:** Alan Duncan, Zoe Broom, Ross Lyle (Trades/Tech), Pat Wrean (Arts/Sci, Access) – Three Technology Access Programs

**A. CURRICULUM FOR FULL RECOMMENDATION****RENEWED PROGRAMS**

Ross Lyle, Zoe Broom, Alan Duncan and Pat Wrean presented renewed or new curriculum related to the following:

**Motion**

It was moved and seconded by the Integrated Curriculum Committee that Education Council approves changes (renewed and new) to the following curriculum :

**Three Technology Access Programs**

- Program #1: Electronics and Computer Engineering Access (IDS 1238)
  - ECET 125 (IDS 1241)
- Program #2: Mechanical Access (IDS 1238)
- Program #3: Civil Access (Quarter Version – “transition version for Jan 2016”) (IDS 1236)
- Program #3: Civil Access (Semester Version – Sept 2016) (IDS 1239)
- All Programs: Shared Courses
  - TEAC 105 (DS 846)
  - ENGL 130 (IDS 875)
  - MATH 139 (IDS 874)
  - LRNS 102 (IDS 843)
  - Program 2&3: CHEM 175 – Quarter Version – Jan 2016 (IDS 1242)
  - Program 2&3: CHEM 175 – Semester Version – Sept 2016 (IDS 1243)

**Civil Engineering Technology– Program Revisions (Q2S)**

- Civil Engineering Technology (IDS 896)
- CIVE 131 (IDS 897), CIVE 141 (IDS 898), CIVE 181 (IDS 899), CIVE 191 (IDS 900), CIVE 132 (IDS 901), CIVE 142 (IDS 902), CIVE 152 (IDS 903), CIVE 192 (IDS 904)
- CIVE 251 (IDS 905), CIVE 255 (IDS 906), CIVE 261 (IDS 907), CIVE 271 (IDS 908), CIVE 276 (IDS 909), CIVE 291 (IDS 910), CIVE 262 (IDS 911), CIVE 278 (IDS 912), CIVE 282 (IDS 913), CIVE 289 (IDS 914), CIVE 292 (IDS 915)
- CHEM 180 (IDS 845)

**Mechanical Engineering – Program Revision (Q2S)**

- Mechanical Engineering Technology (IDS 1065)
- MENG 131 (IDS 1067) MENG 132 (IDS 1074), MENG 141 (IDS 1069), MENG 152 (IDS 1075), MENG 162 (IDS 1077), MENG 171 (IDS 1070), MENG 172 (IDS 1078), MENG 181 (IDS 1071)
- MENG 244 (IDS 1087), MENG 245 (IDS 1092), MENG 253 (IDS 1082), MENG 254 (IDS 1088), MENG 263 (IDS 1083), MENG 264 (IDS 1089), MENG 273 (IDS 1084), MENG 274 (IDS 1090), MENG 275 (IDS 1093), MENG 283 (IDS 1085), MENG 284 (IDS 1091), MENG 293 (IDS 1086), MENG 295 (IDS 1094)
- ECET 149 (IDS 1073), ECET 248 (IDS 1081)
- MATH 191 (IDS 948), MATH (IDS 949), PHYS 272 (IDS 1104)

**REGULAR CURRICULUM****Motion**

It was moved and seconded by the Integrated Curriculum Committee that Education Council approves changes to following revised curriculum :

- MATH 142 (IDS 1098), MATH 143 (IDS 1099) – new courses
- MATH 226 (IDS 1097) – course title, learning outcomes
- Early Learning and Care (IDS 1245) – participation requirements, content
- CFCs 211 (IDS 1240) - cancellation
- ELC 231 (IDS 1244) – new course



- COMP 244 (IDS 1235) – pre-req, activity/hours, learning outcomes

***Curriculum Change Documents are viewable  
in the EdCo Curriculum Documents folder on the EdCo Sharepoint site***

***Note – not all documents may be posted to the folder as they are in progress.  
To view documents not listed in the folder go to <\\nas2\cecp> and  
search by School folder, then Program or Course***

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## **B. Governance and Standards Issues Arising from ICC Review of Curriculum**

None