



Agenda

Wed, Apr 20, 2016

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	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>	Cynthia Wrate
4:02	Round-Table Check-In (2 min.)	Cynthia Wrate
4:04	Acceptance of Agenda (1 min.)	Cynthia Wrate
4:05	Minutes for approval (1 min.)	Cynthia Wrate
4:06	Reports (6 min.) 1. Education Council Chair (2 min.) 2. VP Academic (2 min.) 3. Board Member (2 min.)	Cynthia Wrate John Boraas Nigel Giuliany
4:12	Mar 23, 2016 Committee Reports (3 min.) 1. Awards (2 min.) Meeting on Mon, May 9, 2016 to select recipients for the Lt. Governor's Silver Medal, Mixon Animal Rights Award, African Awareness Award, and the new Healthy Minds Award. 2. Education Council Policy and Standards Committee (1 min.)	Dominic Bergeron Steven Rumpel
4:15	Integrated Curriculum Committee Report (15 min.) – see attachment	Connie Klassen
4:15	1. Presentation (10 min.) Proposed Post-Degree Diploma in Adventure Education	Nevin Harper
4:25	2. Curriculum for Approval (5 min)	Connie Klassen

TIME	ITEM	PRESENTER
4:30	Presentations and/or Discussions (60 min.)	
4:30	2 Ed Approvals Focus Group Session (45 min.)	Patti Odynski and Wilma V.
5:15	3 Education Policy Needs Analysis Results Presentation (45 min.)	Katie Shaw and Steven Rumpel
6:00	Meeting Adjourned	Cynthia Wrate

Upcoming Meetings:

Special Election Meeting (Chair and Vice-Chair)

Wed May 18, 2016

4:00-4:10

CC 321, Interurban

Regular Meeting

Wed., May 18, 2016

4:10-6:00 pm

CC 321, Interurban

Education Council Retreat

Monday, June 13, 2016, 8:30-3:30

Songhees Wellness Centre, 1100 Admirals Rd., Esquimalt

Refreshments, Snacks and Lunch provided



Members (*Quorum = 11*)

Voting Council Members

- | | |
|---|-----------------------------------|
| 1. Alison Bowe, Faculty | 11. Gillyan Haden, Administration |
| 2. Bijan Ahmadi, Faculty | 12. Patrick Jones, Faculty |
| 3. Cindy Drover-Davidson, Support Staff | 13. Peter Ove, Faculty – regrets |
| 4. Cynthia Wrate, Faculty | 14. Rachael Grant, Student |
| 5. Dominic Bergeron, Administration | 15. Sarah Lindsay, Student |
| 6. Emara Angus, Student -regrets | 16. Shelley Melissa, Faculty |
| 7. Hannah Thomson, Student | 17. Shohreh Hadian, Faculty |
| 8. John Boraas, Administration | 18. Stephen Bishop, Faculty |
| 9. Leslie Martin, Support Staff | 19. Steven Rumpel, Administration |
| 10. Lisa Robertson, Faculty | 20. Tim Ayers, Faculty |

Non-Voting Council Members

Sherri Bell, President

Nigel Giuliany, Board of Governors

Shelley Butler, Permanent Secretary

Connie Klassen, ICC Chair

Corrine Michel, Indigenization Coordinator -

Council-Elect (Guests)

Brent Wassermann, Faculty

Zachary Snow, Student

Sukhdeep Kaur, Student

Guests

Nevin Harper, Sport and Exercise Education

For Information:**Education Council Executive:**

Chair: Cynthia Wrate, Business, Interurban, 370-4134, wratec@camosun.bc.ca

Vice-Chair: Stephen Bishop, Health & Human Services, 370-3113, bishops@camosun.bc.ca

ICC Chair: Connie Klassen, Sport & Exercise Education, 250-220-2568, klassenc@camosun.bc.ca

VP Education: John Boraas, Office of VP Education, Interurban, 370-4543, boraas@camosun.bc.ca

Permanent Secretary: Shelley Butler, Office of VP Education, Interurban, 370-4690, edapprovals@camosun.bc.ca

Intranet:

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

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

PRIOR to Dec 14: If you cannot attend please inform Shelley Butler @ 370-4690 or butler@camosun.bc.ca

ON DEC 14: : If you cannot attend please inform Cynthia Wrate @ 370-4134 or wratec@camosun.bc.ca



DRAFT Minutes

Wednesday, Mar 23, 2016

4:00-6:00 pm

CC 321, Interurban

Present

Alison Bowe, Faculty

Bijan Ahmadi, Faculty

Connie Klassen, ICC Chair

Cynthia Wrate, Faculty

Dominic Bergeron, Administration

Gillyan Hayden, Administration

John Boraas, Administration

Tim Ayers, Faculty

Leslie Martin, Support Staff

Nigel Giuliany, Board of Governors

Sarah Lindsay, Student

Shelley Butler, Perm. Secretary

Shelley Melissa, Faculty

Stephen Bishop, Faculty

Steven Rumpel, Administration

Regrets/Absent

Cindy Drover-Davidson, Support Staff

Corrine Michel, Indigenization Coordinator

Emara Angus, Student

Hannah Thomson, Student

Lisa Robertson, Faculty

Patrick Jones, Faculty

Peter Ove, Faculty

Rachael Grant, Student

Sherri Bell, President

Shohreh Hadian, Faculty

Guests

Katie Shaw, VP Education

ITEM	PRESENTER
<p>A. Call to order and Declaration of Quorum</p> <p>The Regular Meeting was called to order at 4:05 by Cynthia Wrate, Education Council Chair.</p>	Cynthia Wrate
<p>B. Acknowledgement of Coast Salish Territory</p> <p><i>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</i></p>	Cynthia Wrate
<p>C. Welcome to Nigel Guiliany, Board of Governor Representative</p> <p>Cynthia welcomed Nigel to Education Council. Nigel introduced himself.</p>	Cynthia Wrate

ITEM	PRESENTER
D. Round-Table Check-In Cynthia welcomed everyone and requested a roundtable check-in.	Cynthia Wrate
E. Outstanding Items from Feb 17, 2016 Meeting Acceptance of Feb 17, 2016 Agenda Motion put forward by John Boraas and accepted by Tim Ayers. The agenda was accepted. Jan 27, 2016 Minutes for Approval Motion put forward by John Boraas and accepted by Dominic Bergeron. The Jan 27, 2016 Minutes were accepted. Ratify the Feb 17, 2016 ICC Motion for approval of regular curriculum Motion put forward by Tim Ayers and accepted by Alison Bowe. The Feb 17, 2016 ICC motion for approval of regular curriculum is carried.	Cynthia Wrate
E. Acceptance of Mar 23, 2016 Agenda Motion put forward by Steven Rumpel and accepted by Stephen Bishop. The Mar 23, 2016 agenda was accepted.	Cynthia Wrate
F. Feb 17, 2016 Minutes for Approval Motion put forward by Tim Ayers and accepted by Alison Bowe. The Feb 17, 2016 minutes were accepted.	Cynthia Wrate
G. Reports 1. Education Council Chair Cynthia noted the Board Finance committee met and a review of the College's upcoming budget has begun. Additionally, Cynthia chairs the Innovation Committee and announcements on awards recipients is forthcoming. 2. VP Education John gave a brief overview of the roll out of College's engagement survey. The process is intended to engage with employees to determine how to make the college work better. 3. Board Member Nil	Cynthia Wrate John Boraas
H. Committee Reports 1. Awards The awards committee will be meeting in May to determine award recipients. Note that there is new "Healthy Minds Award" available this year.	Cynthia Wrate Dominic Bergeron
2. Education Approvals Steering Committee	Cynthia Wrate

ITEM	PRESENTER
<p>Cynthia Wrate, on behalf of Cindy Drover-Davidson, Ed Approvals Steering Committee Chair reported that the committee feels their work as outlined in the Terms of Reference has been completed. As such this committee is now dissolved. Cynthia acknowledged the work done by this committee.</p> <p>It was noted that some new work undertaken by this committee (outside the Terms of Reference and outside of Education Council's mandate) will continue. No details have been worked out yet.</p>	
3. Education Council Policy and Standards Committee	Steven Rumpel
<p>Steven noted that the committee continues. He will bring forward more details in the discussion section of this meeting.</p>	
I. Integrated Curriculum Committee Report	Connie Klassen
Program Cancellation	
<p>John presented the proposed cancellation for the Certificate in Community Support Worker Foundations and CSEA 155.</p>	
<p>The Certificate in Community Support Worker Foundations was first offered in 2008. This 3 course (140 hour) Certificate program provided graduates with the foundational skills required for entry level employment in settings that support individuals with developmental disabilities. Learners graduated from the program with basic knowledge, skills and values related to health and wellness, safety, professional practice and a set of community living values necessary to work in community-based organizations. Opportunities for employment exist throughout the province and graduates received credit towards to the Community Support and Education Assistant Certificate. This Certificate was of interest to current and potential employees of community agencies and to graduates of Camosun's Human Services and Continuing Care Certificate and Diploma programs</p>	
<p>This foundations program was created to meet an employment and community need. A community-based coalition of employers contracted with the department to develop and deliver a program in the 2008/2009 academic year. The last intake of students in this credential was Sept 2008.</p>	
Motion	
<p>It was moved by John Boraas and seconded by Dominic Bergeron that the Certificate in Community Support Worker Foundations (IDS 1934) be recommended for cancellation to the Board of Governors.</p>	
Motion Carried	
Motion	
<p>It was moved by Bijan Ahmadi and seconded by Gillyan Haden that the CSEA 155 (IDS 1499) course be recommended for cancellation to the Board of Governors.</p>	
Motion Carried	
Curriculum Recommended for Approval	Connie Klassen

ITEM**PRESENTER****REGULAR CURRICULUM**

Whereas: The Integrated Curriculum Committee has reviewed the following curriculum:

- MATH 172 (IDS 1929), MATH 173 (IDS 1933) – course cancellations, req.
- PHYS 101 (IDS 1925) – pre/co-requisite
- SPAN 205 (IDS 1922), SPAN 206 (IDS 1923), SPAN 240 (IDS 1924) – new courses
- MOA 153 (IDS 1927) – pre-requisite -
- ABT 294 (IDS 1928) – learning outcomes
- MRAD 102 (IDS 1660), MRAD 103 (IDS 1661), MRAD 105 (IDS 1662), MRAD 107 (IDS 1663), MRAD 109 (IDS 1664), MRAD 111 (IDS 1665), MRAD 113 (IDS 1666), MRAD 115 (IDS 1667), MRAD 120 (IDS 1668), MRAD 122 (IDS 1669), MRAD 124 (IDS 1670), MRAD 125 (IDS 1671), MRAD 127 (IDS 1672), MRAD 129 (IDS 1673), MRAD 230 (IDS 1674), MRAD 235 (IDS 1675), MRAD 237 (IDS 1676), MRAD 240 (IDS 1677), MRAD 241 (IDS 1678), MRAD 243 (IDS 1679), MRAD 245 (IDS 1680), MRAD 246 (IDS 1681), MRAD 247 (IDS 1682), MRAD 248 (IDS 1683), MRAD 249 (IDS 1684), MRAD 250 (IDS 1685), MRAD 255 (IDS 1686) – course cancellations
- Bachelor of Business Administration - Accounting (IDS 1838) – description, admission requirements, program content, special notes - pending
- BUS 242 (IDS 1833) – course cancellation – pending

Questions and discussion followed. There was some concern expressed that there was no time provided to review the Bachelor of Business Administration- Accounting (IDS 1838) revisions due to a delay in receiving up to date paperwork.

Motion

It was moved by Sarah Lindsay and seconded by Alison Bowe that Education Council divide the Bachelor of Business Administration – Accounting (IDS 1838) from the original motion.

Motion Carried

Motion

It was moved by Sarah Lindsay and seconded by Alison Bowe that Education Council approves changes to the following curriculum :

- MATH 172 (IDS 1929), MATH 173 (IDS 1933) – course cancellations, req.
- PHYS 101 (IDS 1925) – pre/co-requisite
- SPAN 205 (IDS 1922), SPAN 206 (IDS 1923), SPAN 240 (IDS 1924) – new courses - MOA 153 (IDS 1927) – pre-requisite
- ABT 294 (IDS 1928) – learning outcomes
- MRAD 102 (IDS 1660), MRAD 103 (IDS 1661), MRAD 105 (IDS 1662), MRAD 107 (IDS 1663), MRAD 109 (IDS 1664), MRAD 111 (IDS 1665), MRAD 113 (IDS 1666), MRAD 115 (IDS 1667), MRAD 120 (IDS 1668), MRAD 122 (IDS 1669), MRAD 124 (IDS 1670), MRAD 125 (IDS 1671), MRAD 127 (IDS 1672), MRAD 129 (IDS 1673), MRAD 230 (IDS 1674), MRAD 235 (IDS 1675), MRAD 237 (IDS 1676), MRAD 240 (IDS 1677), MRAD 241 (IDS 1678), MRAD 243 (IDS 1679), MRAD 245 (IDS 1680), MRAD 246 (IDS 1681), MRAD 247 (IDS 1682), MRAD 248 (IDS 1683), MRAD 249 (IDS 1684), MRAD 250 (IDS 1685), MRAD 255 (IDS 1686) – course cancellations
- BUS 242 (IDS 1833) – course cancellation

ITEM	PRESENTER
<p style="text-align: right;">Motion Carried</p> <p>Motion It was moved by Sarah Lindsay and seconded by Alison Bowe that that Education Council defer the Bachelor of Business Administration – Accounting (IDS 1838) change to the April 20, 2016 meeting.</p> <p style="text-align: right;">Motion Carried</p>	

J. Presentations and/or Discussions

Policy Needs Assessment Session

Steven gave brief power point on the Education Policy Initiative to date, including the intention/purpose of the session and an update on the initiative. Katie and Steven then facilitated a small group discussion activity. In small groups Education Council members were tasked with answering 3 questions.

1. What is the optimal purpose of Education Policy?
2. What would represent a “breakthrough achievement” next year for Education Policy?
3. What are the current needs, gaps or pressing policy areas that are undermining the college’s ability to meet this optimal purpose?

Council members reconvened as a larger group to debrief the responses.

Responses included but were not limited to:

#1

- *Guides clear actions and principles.*
- *Reflect our values, purpose, etc. of the organization*
- *Give clear structure*
- *Applicable to all the Camosun population*
- *Connect what we believe should happen, happens*
- *Procedure align with our organization, strategic plan*
- *Try not to be all things to all people*

#2

- *A framework*
- *Be able to manage all our admin, budget, policy framework, etc.*
- *Policy, standards and guidelines in alignment*
- *Have an accommodation policy in place*
- *Identify the easiest policy to implement and put in place*
- *Do what we say we will do*
- *Reflect the current and future context of the organization*
- *Indigenize our policy approach (future, current and past generations)*

#3

- *Competitive Admissions, glossary of terms with examples, standards of policy review, integration of policies so they achieve common objectives*
- *Some policies craftily created may not be implementable*
- *Students are changing fast and expecting us to be nimble, we are not providing what they need*
- *Clarity on how policies are created, what they are, how they are created, how to proceed through them.*
- *International students*
- *Exam policy*

Steven
Rumpel and
Katie Shaw

ITEM	PRESENTER
<ul style="list-style-type: none">• <i>Other issues, resources not allowing us to get to policy</i>• <i>No shelf life policy</i>• <i>How do we change parts of policies (how to manage the small changes)</i>	
K. Adjournment	Cynthia Wrate
The Meeting adjourned at 5:50 pm.	



Integrated Curriculum Committee Report

Ensuring that our students are provided with quality educational experiences



EX-250-003-001-002

Wed, Mar 16, 2016, 1-4, Paul 216, Lansdowne

Present: Lynda Warren, Shelley Butler, Mavis Smith (Acting Chair), Debbie Hlady, Heather Del Villano, Lea Quill, Lea Quill, Connie Klassen, Steven Rumpel,

Regrets/Absent: Tim Ayers, Valerie Montague, Richard Stride

Guests: Chris Avis, Dominic Bergeron, Pat Wrean, Nevin Harper

Mon, Mar 21, 2016, 1-4, CC 321, Interurban

Present: Lynda Warren, Shelley Butler, Mavis Smith (Acting Chair), Debbie Hlady, Heather Del Villano, Lea Quill, Valerie Montague, Lea Quill, Connie Klassen, Steven Rumpel,

Regrets/Absent: Tim Ayers, Richard Stride

Guests: Robin Fast, Alan Duncan, Patti Odynski, Wilma van Wiltenburg

A. Curriculum for Full Recommendation

PRESENTATION

Whereas: The Integrated Curriculum Committee has reviewed the following curriculum:

- Proposed Post Degree Diploma in Adventure Education (IDS 1955) – new program
- AE 501 (IDS 1956), AE 502 (IDS 1957), AE 503 (IDS 1958), AE 504 (IDS 1959), AE 505 (IDS 1960), AE 506 (IDS 1961), AE 507 (IDS 1962), AE 508 (IDS 1963), AE 509 (IDS 1964), AE 510 (IDS 1965) - new courses

Whereas: The Integrated Curriculum Committee had consensus to recommend full approval of the curriculum;

Motion: Be it so moved that Education Council approves changes to the following curriculum :

- Proposed Post Degree Diploma in Adventure Education (IDS 1955) – new program
- AE 501 (IDS 1956), AE 502 (IDS 1957), AE 503 (IDS 1958), AE 504 (IDS 1959), AE 505 (IDS 1960), AE 506 (IDS 1961), AE 507 (IDS 1962), AE 508 (IDS 1963), AE 509 (IDS 1964), AE 510 (IDS 1965) - new courses

Moved by:

Seconded by:

REGULAR CURRICULUM

Whereas: The Integrated Curriculum Committee has reviewed the following curriculum:

- AET 272 (IDS 1941) description, pre-req.
- Bachelor of Business Administration - Accounting (IDS 1838) – description, admission requirements, program content, special notes
- CHEM 160 (IDS 1953) – cancellation
- CRWR 153 (IDS 1937) –cancellation
- CRWR 155 (IDS 1938) – new course

- CRWR 254 (IDS 2134) – pre-requisite
- ELEN 145 (IDS 1772) – new course
- ELEX 080 (IDS 1602), ELEX 121 (IDS 1603), ELEX 122 (IDS 1604), ELEX 124 (IDS 1605), ELEX 130 (IDS 1606), ELEX 131 (IDS 1607), ELEX 142 (IDS 1608), ELEX 143 (IDS 1609), ELEX 161 (IDS 1610), ELEX 162 (IDS 1611), ELEX 167 (IDS 1612), ELEX 173 (IDS 1613), ELEX 231 (IDS 1614), ELEX 235 (IDS 1615), ELEX 240 (IDS 1616), ELEX 241 (IDS 1617), ELEX 242 (IDS 1618), ELEX 244 (IDS 1619), ELEX 250 (IDS 1620), ELEX 251 (IDS 1621), ELEX 252 (IDS 1622), ELEX 267 (IDS 1623), ELEX 268 (IDS 1624), ELEX 283 (IDS 1625), ELEX 284 (IDS 1626), ELEX 285 (IDS 1627), ELEX 290 (IDS 1628) – course cancellation
- ELEX 204 (IDS 1985) – new course
- ENGL 175 (IDS 1910) – activity/hours
- ENGL 180 (IDS 1952) – cancellation
- HTLH 110 (IDS 1727), HLTH 111 (IDS 1728), HLTH 112 (IDS 1712), and HLTH 113 (IDS 1729) title, description, pre-req., learning outcomes
- MATH 163 (IDS 1944), MATH 174A (IDS 1945), MATH 174B (IDS 1946), MATH 175 (IDS 1947), MATH 185 (IDS 1949), MATH 187 (IDS 1950), MATH 189 (IDS 1951) – cancellation

Whereas: The Integrated Curriculum Committee had consensus to recommend full approval of the curriculum;

- AET 272 (IDS 1941) description, pre-req.
- Bachelor of Business Administration - Accounting (IDS 1838) – description, admission requirements, program content, special notes
- CHEM 160 (IDS 1953) – cancellation
- CRWR 153 (IDS 1937) –cancellation
- CRWR 155 (IDS 1938) – new course
- CRWR 254 (IDS 2134) – pre-requisite
- ELEN 145 (IDS 1772) – new course
- ELEX 080 (IDS 1602), ELEX 121 (IDS 1603), ELEX 122 (IDS 1604), ELEX 124 (IDS 1605), ELEX 130 (IDS 1606), ELEX 131 (IDS 1607), ELEX 142 (IDS 1608), ELEX 143 (IDS 1609), ELEX 161 (IDS 1610), ELEX 162 (IDS 1611), ELEX 167 (IDS 1612), ELEX 173 (IDS 1613), ELEX 231 (IDS 1614), ELEX 235 (IDS 1615), ELEX 240 (IDS 1616), ELEX 241 (IDS 1617), ELEX 242 (IDS 1618), ELEX 244 (IDS 1619), ELEX 250 (IDS 1620), ELEX 251 (IDS 1621), ELEX 252 (IDS 1622), ELEX 267 (IDS 1623), ELEX 268 (IDS 1624), ELEX 283 (IDS 1625), ELEX 284 (IDS 1626), ELEX 285 (IDS 1627), ELEX 290 (IDS 1628) – course cancellation
- ELEX 204 (IDS 1985) – new course
- ENGL 175 (IDS 1910) – activity/hours
- ENGL 180 (IDS 1952) – cancellation
- HTLH 110 (IDS 1727), HLTH 111 (IDS 1728), HLTH 112 (IDS 1712), and HLTH 113 (IDS 1729) title, description, pre-req., learning outcomes
- MATH 163 (IDS 1944), MATH 174A (IDS 1945), MATH 174B (IDS 1946), MATH 175 (IDS 1947), MATH 185 (IDS 1949), MATH 187 (IDS 1950), MATH 189 (IDS 1951) – cancellation

Motion: Be it so moved that Education Council approves changes to the following curriculum :

Moved by:

Seconded by:

Curriculum Change Documents are viewable in the EdCo Curriculum Documents folder on the EdCo Sharepoint site
[LINK to curriculum documents here:](#)

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