



## Education Council

Ensuring that our students are provided with quality educational experiences



# Agenda

Wed, Jun 15, 2016

4:00 - 6:00 pm – Regular Meeting

CC 321, Interurban

Please bring your own mug or water bottle.

TIME	ITEM	PRESENTER
4:10	Call to order and declaration of quorum (1 min.)	Cynthia Wrate
4:11	<b>Acknowledgement of Coast Salish Territory (1 min.)</b> <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
4:12	<b>Round-Table Check-In (10 min.)</b>	Cynthia Wrate
4:22	<b>Acceptance of Agenda (1 min.)</b>	Cynthia Wrate
4:23	<b>Minutes for approval (1 min.)</b>	Cynthia Wrate
4:24	<b>Reports (6 min.)</b> <ol style="list-style-type: none"> <li>1. Education Council Chair (2 min.)</li> <li>2. VP Academic (2 min.)</li> <li>3. Board Member (2 min.)</li> </ol>	Cynthia Wrate John Boraas Nigel Giuliany
4:30	<b>Committee Reports (2 min.)</b> <ol style="list-style-type: none"> <li>1. Awards (nil)</li> <li>2. Education Council Policy and Standards Committee (2 min.)</li> </ol>	Dominic Bergeron Steven Rumpel
4:32	<b>Integrated Curriculum Committee Report (40 min.) – see attachments</b> <ol style="list-style-type: none"> <li>1. Curriculum for Presentation (30 min.) <ul style="list-style-type: none"> <li>• Revised Certificate in Bookkeeping Fundamentals (15 min.) – Presented by Karen Clarke and Patricia Gaudreault</li> <li>• Revised Diploma in Early Learning Care (15 min.) – Presented by Toni Hoyland</li> </ul> </li> </ol>	Connie Klassen

TIME	ITEM	PRESENTER
	<b>2 Curriculum for Approval (5 min)</b>	Connie Klassen
	<b>3 Program Cancellation (5 min)</b> Advanced Diploma in Human Resource Management	John Boraas
<b>5:12</b>	<b>Presentations and/or Discussions (70 min.)</b>	
5:12	<b>1 MOU's – Part 2(10 min.)</b>	John Boraas & Cynthia Wrate
<b>5:22</b>	<b>Thank you to Outgoing Members</b> <i>Thank you for your service and dedication to Education Council</i> <ul style="list-style-type: none"> <li>❖ <i>Hannah Thomson, Student</i></li> <li>❖ <i>Patrick Jones, Faculty</i></li> <li>❖ <i>Rachael Grant, Student</i></li> <li>❖ <i>Sarah Lindsay, Student</i></li> <li>❖ <i>Lisa Robertson, Faculty</i></li> </ul>	Cynthia Wrate
<b>5:30</b>	<b>Meeting Adjourned</b>	Cynthia Wrate

Upcoming Meetings:

*Regular Meeting*  
Wed., Sept 21, 2016  
4:00-6:00 pm  
CC 321, Interurban

## Education Council Retreat

Monday, June 13, 2016, 8:30-3:00

Songhees Wellness Centre, 1100 Admirals Rd., Esquimalt  
Refreshments, Snacks and Lunch provided



**Members** (Quorum = 11)

If you cannot attend please inform Shelley Butler @ 370-4690 or [butler@camosun.bc.ca](mailto:butler@camosun.bc.ca)

**Voting Council Members**

- |   |   |
|---|---|
| 1. Alison Bowe, Faculty                 | 11. Gillyan Haden, Administration         |
| 2. Bijan Ahmadi, Faculty <b>regrets</b> | 12. Patrick Jones, Faculty                |
| 3. Cindy Drover-Davidson, Support Staff | 13. Peter Ove, Faculty                    |
| 4. Cynthia Wrate, Faculty               | 14. Rachael Grant, Student <b>regrets</b> |
| 5. Dominic Bergeron, Administration     | 15. Sarah Lindsay, Student                |
| 6. Emara Angus, Student <b>regrets</b>  | 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 <b>regrets</b>     |

**Non-Voting Council Members**

Sherri Bell, President **leave at 5:00**

Nigel Giuliany, Board of Governors

Shelley Butler, Permanent Secretary

Connie Klassen, ICC Chair **leave at 5:00**

Corrine Michel, Indigenization Coordinator -

**Council-Elect (Guests)**

Brent Wassermann, Faculty

Zachary Snow, Student

Sukhdeep Kaur, Student

**Guests**

Richard Stride, Business

**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:** Connie Klassen, Sport & Exercise Education, 250-220-2568, [klassenc@camosun.bc.ca](mailto:klassenc@camosun.bc.ca)

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

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

**Intranet:**

*For the most up to date agenda and other resources visit us on our Share Point site. "UserName" is your Camosun number, password is your regular Camosun password. Students use the password that will be provided to you.*

<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](mailto:butler@camosun.bc.ca)

**ON DEC 14:** : If you cannot attend please inform Cynthia Wrate @ 370-4134 or [wratec@camosun.bc.ca](mailto:wratec@camosun.bc.ca)



# DRAFT Special Meeting Minutes

Wednesday May 18, 2016

4:00 – 4:10 Meeting

CC321, Interurban

## Present

Alison Bowe, Faculty (V)	Leslie Martin, Support Staff (V)
Bijan Ahmadi, Faculty (V)	Nigel Giuliani, Board of Governors
Cindy Drover-Davidson, Support Staff (V)	Peter Ove, Faculty (V)
Connie Klassen, ICC Chair	Shelley Butler, Perm. Secretary
Corrine Michel, Indigenization Coordinator	Sherri Bell, President
Cynthia Wrate, Faculty (V)	Shohreh Hadian, Faculty (V)
Dominic Bergeron, Administration (V)	Steven Rumpel, Administration (V)
Gillyan Haden, Administration (V)	Sukhdeep Kaur, Student (V)
John Boraas, Administration (V)	Tim Ayers, Faculty (V)

## Regrets/Absent

Brent Wasserman, Faculty (V)	Stephen Bishop, Faculty (V)
Emara Angus, Student (V)	Zachary Snow, Student (V)
Shelley Melissa, Faculty (V)	

## Meeting

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

The Special Meeting was called to order at 4:07 by Connie Klassen. Quorum declared.

### B. ELECTION OF 2016-2017 CHAIR

Connie called for nominations from the floor for the position of Chair of Education Council.

- Tim Ayers was nominated by Steven Rumpel. Tim accepted the nomination.
- Stephen Bishop was nominated by John Boraas. Stephen Bishop is currently out of country but did accept the nomination in advance via email.

There was a request for secret ballot. Stephen Bishop was declared the 2016-2017 Chair of Education Council.

### C. ELECTION OF 2016-2017 VICE CHAIR

Connie called for nominations from the floor for the position of Vice-Chair of Education Council. Tim Ayers was nominated by Cynthia Wrate. Tim declined the nomination. There were no other nominations. Connie noted that a by-election will be held in the fall to select a Vice-Chair.

**D. NEXT MEETING & ADJOURNMENT**

---

Next meeting for the 2016-2017 Education Council will be Wed, Sept 21, 2016, 4:00-6:00 pm, CC 321, Interurban campus. Connie adjourned the meeting at 4:15 pm.



# DRAFT Minutes

Wednesday, May 18, 2016

4:10-6:00 pm

CC 321, Interurban

---

## Present

Alison Bowe, Faculty	Nigel Giuliani, Board of Governors
Bijan Ahmadi, Faculty	Patrick Jones, Faculty
Cindy Drover-Davidson, Support Staff	Peter Ove, Faculty
Connie Klassen, ICC Chair	Sarah Lindsay, Student
Corrine Michel, Indigenization Coordinator	Shelley Butler, Perm. Secretary
Cynthia Wrate, Faculty	Sherri Bell, President
Dominic Bergeron, Administration	Shohreh Hadian, Faculty
Gillyan Haden, Administration	Steven Rumpel, Administration
John Boraas, Administration	Tim Ayers, Faculty
Leslie Martin, Support Staff	

---

## Regrets/Absent

Emara Angus, Student	Rachael Grant, Student
Hannah Thomson, Student	Shelley Melissa, Faculty
Lisa Robertson, Faculty	Stephen Bishop, Faculty

---

## Guests

Richard Stride, School of Business	Sukhdeep Kaur, Student (Council-Elect)
------------------------------------	--

---

ITEM	PRESENTER
<p><b>A. Call to order and Declaration of Quorum</b></p> <p>The Regular Meeting was called to order at 4:15 by Cynthia Wrate, Education Council Chair.</p>	Cynthia Wrate
<p><b>B. Acknowledgement of Coast Salish Territory</b></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. <a href="http://camosun.ca/aboriginal/territory.html">http://camosun.ca/aboriginal/territory.html</a></i></p>	Cynthia Wrate
<p><b>C. Round-Table Check-In</b></p> <p>Cynthia welcomed everyone and requested a roundtable check-in.</p>	Cynthia Wrate

ITEM	PRESENTER
<b>D. Acceptance of Agenda</b> The May 18, 2016 agenda was accepted.	Cynthia Wrate
<b>E. Minutes for Approval</b> The April 20, 2016 minutes were accepted.	Cynthia Wrate
<b>F. Reports</b>	
<b>1. Education Council Chair</b> Cynthia noted that it has been an honor and privilege to serve as Chair for the last couple of years. She reported that she will continue on as a member of the Board of Governor's Innovation Committee, and looks forward to the upcoming Education Council policy sub-committee work next year.	Cynthia Wrate
<b>2. VP Education</b> John thanked Cynthia for her service to Education Council. He expressed his appreciation for all the work Cynthia has accomplished in the last two years.	John Boraas
<b>3. Board Member</b> Nigel also expressed his thanks to Cynthia for her serving the College as Education Council Chair	Nigel Giuliany
<b>G. Committee Reports</b>	Cynthia Wrate
<b>1. Awards</b> Dominic put forward the names of three nominees selected by the Education Council Awards Committee as follows: <ul style="list-style-type: none"> <li>• Leadership in African Awareness Award: Marina Gathright</li> <li>• Peter &amp; Muriel Mixon Animal Rights Award: Michelle Williams</li> <li>• Healthy Minds Award: Kathleen Brown</li> </ul>	Dominic Bergeron
<p><b>Motion:</b> It was moved by Sarah Lindsay and seconded by Alison Bowe that Education Council approves the following students for the Education Council Awards:</p> <ul style="list-style-type: none"> <li>• Leadership in African Awareness Award: Marina Gathright</li> <li>• Peter &amp; Muriel Mixon Animal Rights Award: Michelle Williams</li> <li>• Healthy Minds Award: Kathleen Brown</li> </ul> <p style="text-align: right;"><b>Motion Carried</b></p>	
<b>2. Education Council Policy and Standards Committee</b>	Steven Rumpel
Steven noted that the committee continues to meet. The meeting schedule has recently moved to a monthly schedule. A question was asked by a member regarding the meeting date selections. Steven clarified that committee members schedules are taken into consideration when setting meeting dates for the committee.	

ITEM	PRESENTER
<b>H. Integrated Curriculum Committee Report</b>	Connie Klassen
<b>Curriculum Recommended for Approval</b>	Connie Klassen
<b>REGULAR CURRICULUM</b>	
<p>Connie presented the curriculum for approval. Questions and discussion followed. Note that there was discussion that the College should consider a broader discussion (possibly as part of our policy work) regarding the course cancellation process.</p>	
<p><b>Motion:</b> It was moved by Tim Ayers and seconded by Dominic Bergeron that Education Council approves the following curriculum :</p>	
<ul style="list-style-type: none"> <li>• ENGL 106 (IDS 1990) – course cancellation</li> <li>• Certificate in Leadership Development (IDS 2127) program content <ul style="list-style-type: none"> <li>○ LDCT 504V (IDS 2128) – course cancellation</li> <li>○ LDCT 531V (IDS 2129) – course cancellations</li> <li>○ LDCT 538V (IDS 2250) - new course</li> </ul> </li> <li>• AET 411 (IDS 1978) description, requisites, activity/hours</li> <li>• Bachelor Athletic and Exercise Therapy (IDS 1979) program content</li> </ul>	
<p style="text-align: right;"><b>Motion Carried</b> <i>Opposed – Bjian Ahmadi</i></p>	
<b>I. Presentations and/or Discussions</b>	
<p><b>1. Policy Needs Analysis Results Presentation</b> Steven and Katie presented an update and report out on the Education Council Policy Initiative. The presentation included an update and report on the needs assessment policy work, and moving from the needs assessment to the policy work (i.e. our starting points and emergent education policy work). See May 18<sup>th</sup>, 2016, Education Policy Initiative Power Point presentation for more detail.</p>	<p><b>Steven Rumpel and Katie Shaw</b></p>
<p><b>2. MOU's and Dual Credentials/Credits Discussion</b> Richard Stride presented the MOU between with Technische Hochschule Ingolstadt (THI) in Germany and Camosun College. Over the past four years (since 2012) several students have enjoyed exchange experiences between the two institutions. Through detailed work by faculty from both institutions, Camosun College and THI have agreed to enter into a Memorandum of Understanding (MOU) to further develop their partnership and to support the exchange of students between institutions through a Double Degree exchange. The Double Degree Program leads to two recognized Bachelor's degrees, one from the student's home institution and one from the host institution.</p>	<p><b>John Boraas with guest Richard Stride</b></p>
<p>John then presented an overview of Camosun's commitment to MOU's. Camosun College values supportive and mutually beneficial partnerships with colleague institutions where educational benefits exist for our students, programming</p>	



---

**ITEM****PRESENTER**

and/or faculty. To this end, the college has established and maintains a number of MOUs with local, national and international institutions that support achievement of these values. Such mutually supported agreements may support or provide for (for example): educational pathways and two way flow of students (sending and receiving), curriculum sharing and/or articulation, agreement in principle or a statement of intent to explore opportunities or potential areas of collaboration, and the like. The college seeks to initiate a dialogue with Education Council to support development of a process to meet legislative requirements and provide necessary flexibility to respond to requests for partnership from international colleges and universities that will continue to benefit our students, students of our partner institutions, our programming and the college.

Questions and discussion followed. John noted that he will keep Education Council apprised of MOU's in which the College is engaging, and/or once they are completed. If something is dramatically askew in a signed MOU, the College should know about it, and as such Education Council should raise the issue.

**J. Adjournment****Cynthia Wrate**

The Meeting adjourned at 5:59 pm.

---



# Integrated Curriculum Committee Report

Ensuring that our students are provided with quality educational experiences



EX-250-003-001-002

## Wed, May 11, 1:30-4:00, WT 103, Lansdowne

**Present:** Shelley Butler, Mavis Smith, Debbie Hlady, Heather Del Villano, Connie Klassen (Chair), Steven Rumpel, Tim Ayers, Valerie Montague, Richard Stride

**Regrets/Absent:** Tim Ayers, Student Services Rep, Indigenous Rep

**Guests:** Toni Hoyland (H&H), Bill Wong (A&S)

## Monday, May 16, 1:00-4:00, CC 321, Interurban

**Present:** Shelley Butler, Mavis Smith, Debbie Hlady, Heather Del Villano, Connie Klassen (Chair), Steven Rumpel, Tim Ayers, Valerie Montague, Halinka Szwender (for Richard Stride)

**Regrets/Absent:** Richard Stride, Student Services Rep, Indigenous Rep

**Guests:** Patricia Gaudreault (Bus), Karen Clarke (Bus), Zack Z. (Acc), Alison B. (Acc), Lynelle Y. (H&H), Karen G. (Bus)

## Friday, May 20, 1:00-2:30, CBA 250

**Present:** Shelley Butler, Mavis Smith, Debbie Hlady, Heather Del Villano, Connie Klassen (Chair), Steven Rumpel, Tim Ayers, Valerie Montague, Halinka Szwender (for Richard Stride)

**Regrets/Absent:** Richard Stride

**Guests:** Enid Elliot (H&H), Debbie Hlady, Student Services Rep, Indigenous Rep

## A. Curriculum for Full Recommendation – [Curriculum Document Link](#)

### PRESENTATION 1

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

- Certificate in Bookkeeping Fundamentals (IDS 2214) – description, admission requirements, participation requirements, learning outcomes, content, delivery arrangements, special notes

(Jun 15/16)

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

- Certificate in Bookkeeping Fundamentals (IDS 2214) – description, admission requirements, participation requirements, learning outcomes, content, delivery arrangements, special notes

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

**Moved by:**

**Seconded by:**

**PRESENTATION 2**

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

- Diploma in Early Learning and Care (IDS 2227)
- ELC 110 (IDS 2228), ELC 111 (IDS 2229), ELC 112 (IDS 2230), ELC 113 (IDS 120), ELC 120 (IDS 2232), ELC 121 (IDS 2233), ELC 130 (IDS 2234), ELC 143 (IDS 2235), ELC 150 (IDS 2236), ELC 160 (IDS 2237), ELC 170 (IDS 2238), ELC 210 (IDS 2239), ELC 212 (IDS 2240), ELC 214 (IDS 2241), ELC 220 (IDS 2242), ELC 221 (IDS 2243), ELC 230 (IDS 2244), ELC 231 (IDS 2245), ELC 240 (IDS 2246), ELC 241 (IDS 2247), ELC 242 (IDS 2248), CFCS 220 (IDS 2249)

Jun 15, 2016

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

- Diploma in Early Learning and Care (IDS 2227)
- ELC 110 (IDS 2228), ELC 111 (IDS 2229), ELC 112 (IDS 2230), ELC 113 (IDS 120), ELC 120 (IDS 2232), ELC 121 (IDS 2233), ELC 130 (IDS 2234), ELC 143 (IDS 2235), ELC 150 (IDS 2236), ELC 160 (IDS 2237), ELC 170 (IDS 2238), ELC 210 (IDS 2239), ELC 212 (IDS 2240), ELC 214 (IDS 2241), ELC 220 (IDS 2242), ELC 221 (IDS 2243), ELC 230 (IDS 2244), ELC 231 (IDS 2245), ELC 240 (IDS 2246), ELC 241 (IDS 2247), ELC 242 (IDS 2248), CFCS 220 (IDS 2249)

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

**Moved by:**

**Seconded by:**

**REGULAR CURRICULUM**

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

- ACCT 480 (IDS 2212) – pre-requisite, course type
- Diploma in Hospitality Management (IDS 2213) – admission requirements, content
- Engineering Transfer (IDS 2135) and Applied Chemistry & Biotechnology (IDS 1988) – program content
- Hospital Unit Clerk (IDS 2211) – admission requirements
- MATH 038 (IDS 2226) – title
- MATH 039 (IDS 2210) – title, description, learning outcomes, grading
- MATH 052 (IDS 2224) – pre/co-req.
- MATH 057 (IDS 2225) – title
- Mental Health and Addictions (IDS 2136) - admission req., participation req., content, recommend information
- MHA 130 (IDS 2137) – course cancellation
- MHA 140 (IDS 2138) – pre-req.
- PDD in Human Resource Management and Leadership (IDS 2216) – description, admission requirements, learning outcomes, content, completion requirements
- PHYS 114 (IDS 1975) and PHYS 115 (IDS 1976) – cancel course
- PSYC 275 (IDS 1911) – description, pre-requisite, learning outcomes
- Removal of PE Admission Requirement
  - Bachelor of Athletic & Exercise Therapy (IDS 2139)
  - Bachelor of Sport & Fitness Leadership (IDS 2140)
  - Diploma in Sport Management (IDS 2141)

- Diploma in Exercise & Wellness (IDS 2142)
- Certificate in Sport Management (IDS 2143)
- Certificate in Exercise & Wellness (IDS 2144)
- SPMA 135 (IDS 2152) – PE 11 removal

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

- ACCT 480 (IDS 2212) – pre-requisite, course type
- Diploma in Hospitality Management (IDS 2213) – admission requirements, content
- Engineering Transfer (IDS 2135) and Applied Chemistry & Biotechnology (IDS 1988) – program content
- Hospital Unit Clerk (IDS 2211) – admission requirements
- MATH 038 (IDS 2226) – title
- MATH 039 (IDS 2210) – title, description, learning outcomes, grading
- MATH 052 (IDS 2224) – pre/co-req.
- MATH 057 (IDS 2225) – title
- Mental Health and Addictions (IDS 2136) - admission req., participation req., content, recommend information
- MHA 130 (IDS 2137) – course cancellation
- MHA 140 (IDS 2138) – pre-req.
- PHYS 114 (IDS 1975) and PHYS 115 (IDS 1976) – cancel course
- PSYC 275 (IDS 1911) – description, pre-requisite, learning outcomes
- Removal of PE Admission Requirement
  - Bachelor of Athletic & Exercise Therapy (IDS 2139)
  - Bachelor of Sport & Fitness Leadership (IDS 2140)
  - Diploma in Sport Management (IDS 2141)
  - Diploma in Exercise & Wellness (IDS 2142)
  - Certificate in Sport Management (IDS 2143)
  - Certificate in Exercise & Wellness (IDS 2144)
  - SPMA 135 (IDS 2152) – PE 11 removal

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

**Moved by:**

**Seconded by:**

Jun 15, 2016

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

- PDD in Human Resource Management and Leadership (IDS 2216) – description, admission requirements, learning outcomes, content, completion requirements

**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



EX-260-001-006

## Education Council Briefing Notes

**Submitted by:** John Boraas, VP Education

**Date:** Jun 15, 2016

**Topic:** Program Credential Cancellation

**Decision Being Sought:** Request for Education Council to recommend to the Board for approval of cancellation of the following program credential:

- *Advanced Diploma in Human Resource Management*

**Background:** At this time I am bringing forward following program credential for cancellation:

---

### **Advanced Diploma in Human Resource Management**

The Advanced Diploma in Human Resource Management was first offered in Sept 2004. The program was designed for people who are in leadership or management positions, or employed as HR practitioners, or preparing for transition into leadership/management or HR roles. The courses in the program gave consideration to knowledge and learning that assisted students in preparation for the CHRP designation.

There were three drives for the decision to cancel this program:

1. The Human Resource Management Association (HRMA) now requires that members pursuing their Certified Human Resources Professional (CHRP) designation must have a Bachelor degree in any discipline. The advanced diploma does not satisfy this requirement.
2. Confusion by stakeholders when the PDD was launched in 2012. There were many inquiries regarding the differences between the advanced diploma and the PDD from Student Services, potential students, PAC members, and even within the School's own department (competing priorities).

Note that for mature learners who only want to take content specific HR courses, they will have the opportunity to them once they meet the course prerequisites. This would apply specifically to students who do not need or want their CHRP designation.

The College will discontinue accepting applications for January 2017. Current students will be able to complete this program as all courses will continue to be offered in the BBA HRL and PDD in Business Administration, Human Resource Management & Leadership Option programs.

**Request for Motion to recommend the CANCELLATION of the following to the Board of Governors:**

Program Cancellation:

- Advanced Diploma in Human Resource Management (IDS 2215)