



Education Council

Ensuring that our students are provided with quality educational experiences



Agenda

Wed, Sept 21, 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.)	Stephen Bishop
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>	Stephen Bishop
4:02	Round-Table Check-In (10 min.)	Stephen Bishop
4:12	Acceptance of Agenda (1 min.)	Stephen Bishop
4:13	Minutes for approval (1 min.)	Stephen Bishop
4:19	Reports (6 min.)	
	1. Education Council Chair (2 min.)	Stephen Bishop
	• Election for Vice-Chair of Education Council	
	2. VP Academic (2 min.)	John Boraas
	3. Board Member (2 min.)	Nigel Giuliany
4:25	Committee Reports (nil)	
	1. Awards (nil)	Dominic Bergeron
	2. Education Council Policy and Standards Committee (see Presentation/Discussion section).	Steven Rumpel
4:25	Presentations and/or Discussions (95 min.)	
4:25	1 Education Policy Update (45 min.)	Steven Rumpel & Katie Shaw
5:10	2 MOU Presentation and Discussion (25 min.)	Geoff Wilmshurst

TIME	ITEM	PRESENTER
5:35	3 Orientation (25 min.) <ul style="list-style-type: none"> • Meeting Basics • Electronic Resources (MS SharePoint, Curriculum Drive, etc.) 	Stephen Bishop and Shelley Butler
nil	Integrated Curriculum Committee Report (nil) – see attachments	Connie Klassen
	1 Curriculum for Presentation (nil)	
	2 Curriculum for Approval (nil)	Connie Klassen
6:00	Meeting Adjourned	Stephen Bishop

Upcoming Meetings:

Regular Meeting
 Wed., Oct 19, 2016
 4:00-6:00 pm
 CC 321, Interurban

Members (*Quorum = 11*)

Voting Council Members

- | | |
|---|-----------------------------------|
| 1. Alison Bowe, Faculty | 10. Scott Harris, Administration |
| 2. Bijan Ahmadi, Faculty | 11. Peter Ove, Faculty |
| 3. Brent Wasserman, Faculty | 12. Shelley Melissa, Faculty |
| 4. Cindy Drover-Davidson, Support Staff | 13. Shohreh Hadian, Faculty |
| 5. Cynthia Wrate, Faculty | 14. Stephen Bishop, Faculty |
| 6. Dominic Bergeron, Administration | 15. Steven Rumpel, Administration |
| 7. Emara Angus, Student | 16. Sukhdeep Kaur, Student |
| 8. John Boraas, Administration | 17. Tim Ayers, Faculty |
| 9. Leslie Martin, Support Staff | 18. Zachary Snow, Student |

Non-Voting Council Members

Sherri Bell, President	Connie Klassen, ICC Chair
Nigel Giuliany, Board of Governors	Corrine Michel, Indigenization Coordinator -
Shelley Butler, Permanent Secretary	

Guests

Geoff Wilmshurst, VP Partnerships	Katie Shaw, VP Education
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For Information:

Education Council Executive:

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

Vice-Chair: Vacant

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:

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.

<https://hub.camosun.ca/sites/Education/>

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


Camosun International Agreements: Covering all MOUs and Contract Agreements with Camosun International

Current as of: September 13, 2016

Institution:	Country:	Partner since:	Last MOU signed:	MOU Expiry	Purpose:
University of Applied Sciences Upper Austria	Austria	Sept. 2009	Sept. 2013	Sept. 2016	Study Abroad
Federal Institute of Science, Technology and Education, Brasilia	Brazil		Aug/2013	2018	Study Abroad and Faculty Exchange
Federal Institute of Science, Technology and Education, Santa Catarina	Brazil		Nov/2011	2016	Study Abroad and Faculty Exchange
Federal Institute of Science, Technology and Education, Alagoas	Brazil		Nov/2011	2016	Study Abroad and Faculty Exchange
Federal Institute of Science, Technology and Education, Sul-Rio - Grandense	Brazil		Nov/2011	2016	Study Abroad and Faculty Exchange
Baotou Vocational Technical College	China	unknown	unknown	unknown	Student and faculty exchanges
Shanghai Publishing and Printing College	China	2016	No MOU in place	N/A	Onshore custom ESL programs
Jiangsu Normal University Affiliated High School Xuzhou	China		Aug/2014	2017	Student Recruitment and Pathways
Baotou Vocational Technical College	China		Mar/2012		Study Abroad and Faculty Exchange Contract Training
Mingde School Changsha	China		Apr/2012	2017	Student Pathway Recruitment
Beijing Vocational College of Finance and Commerce	China		2013	2018	Field School Exchange
Jiangah University	China		Jun/2015		Study Abroad
Palacký University	Czech Republic	Sept. 2015	Sept. 2015	Sept. 2018	Study Abroad
Business Academy Aarhus University of Applied Sciences	Denmark	Sept. 2015	Sept. 2015	Sept. 2018	Study Abroad
Aga Khan Foundation in partnership with Seneca College	Egypt	2015		2018	Camosun and Seneca are the Aga Khan Foundation Canada's technical partners for the Aswan Skills Development Program in Egypt; Camosun is advising on equipment and tools, developing curriculum and training trainers


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Kajaani University of Applied Sciences	Finland	Sept. 2009	Sept. 2013	Sept. 2016	Study Abroad
INSEEC Business School	France	Sept. 2009	Sept. 2013	Sept. 2016	Study Abroad
Technische Hochschule Ingolstadt (Ingolstadt University of Applied Sciences)	Germany	Sept. 2012	Sept. 2012	Sept. 2017	Study Abroad and Faculty Exchange
Jain University	India	2015	MOU signed in 2016		Offshore delivery, transfer articulations and pathways from JU to Camosun in Sports and Business programs
Vel Tech University	India	2016	MOU signed in 2016	2021	Exchange of faculty and students, Joint research and publication activities, Participation in seminars and academic meetings, Exchange of academic materials and other information, Special short-term academic Certification and Diploma programs via mutual agreement
Chandigarh University	India		Oct/2014	2019	Potential Articulation Agreement
Dr. Ambedkar Institute of Technology	India		Dec/2013	2018	Potential Articulation Agreement
Thkur Institute of Management and Research	India		Jul/2014	2019	Potential Articulation Agreement
Iwate College of Nursing	Japan	2015	No MOU in place, annual contracts signed	Annually	Onshore custom ESL and nursing programs
Josai International University	Japan	1990	Sept. 2013	Sept.2016	Study Abroad and Onshore custom ESL and nursing programs
Kansai Gaidai University	Japan	Sept. 2006	Sept. 2006	Indefinite	Study Abroad
Miyagi Advanced Dental Hygiene College	Japan	~ 2012	New MOU signed in 2016	2021	Onshore custom program in Dental Hygiene
Morioka University	Japan	~ 1995	No MOU in place, annual contracts signed	Annually	Onshore custom ESL programs
Seijo Highschool in partnership with VIEC	Japan	unknown	No MOU in place, annual contracts signed	Annually	Onshore custom ESL programs


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Institution:	Country:	Partner since:	Last MOU signed:	MOU Expiry	Purpose:
Soyo Highschool	Japan	~ mid 2000s	No MOU in place, annual contracts signed	Annually	Onshore custom ESL programs
The University of Morioka	Japan	1987	Sept. 2014	Sept. 2016	Study Abroad
Miyagi Advancced Hygenist College	Japan		Mar/2013	2016	
The University of Morioka	Japan		Sep/1987		Study Abroad
Soyo Junior High School	Japan		May/2005		Customized Training Programs
VIEC-Seijo High School	Japan		Aug/2018		Customized Training Programs
Lodwar Vocational Technical College	Kenya	2015	Service Agreement signed with College of the Rockies ending this year	2016	Lundin Foundation contract with College of the Rockies, teacher and equipment training in electrical and plumbing
Hallym University	Korea	Sept. 2009	Sept. 2013	Sept. 2016	Study Abroad
La Nueva Universidad Regiomontana	Mexico	Sept. 2006	Sept. 2016	Sept. 2019	Study Abroad
Mozambique Ministry of Education	Mozambique	2015	Letter of Support signed with Seneca College		STEM project (Skills Training for Employment in Mozambique) with Seneca College and the Marine Institute of Memorial University; leadership and management training, funded by Global Affairs Canada through CIGan
Fontys University of Applied Sciences	Netherlands	Sept. 2010	Sept. 2013	Sept. 2016	Study Abroad
Universitat Autònoma de Barcelona (UAB) - Tourism Management	Spain	Sept. 2010	Sept. 2010	Sept. 2013	Study Abroad
Universitat Autònoma de Barcelona (UAB) - Finance and Economics	Spain	Sept. 2016	Sept. 2016	Sept. 2019	Study Abroad
Jonkoping University	Sweden	Sept. 2005	Sept. 2016	Sept. 2019	Study Abroad
Bern University of Applied Sciences	Switzerland	Sept. 2010	Sept. 2014	Sept. 2018	Study Abroad


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Arusha Technical College	Tanzania	2009	Signed in 2015	2018	ISTEP project (Improving Skills Training for Employment Program) through CICan, funded by Global Affairs Canada; training trainers, technical consulting, LMI & curriculum development, etc
Mwanza Regional Vocational Training and Service Centre in partnership with College of the Rockies	Tanzania	2015	Service Agreement signed with College of the Rockies	2018	ISTEP project (Improving Skills Training for Employment Program) through CICan, funded by Global Affairs Canada; training trainers, technical consulting, LMI & curriculum development, etc
University of Wales Trinity Saint David	UK (Wales)	Sept. 2009	Sept. 2015	Sept. 2018	Study Abroad
University of California Riverside (Disney)	USA		Jan/2012	2015	Co-Op Placements with Disney Corporation



MEMORANDUM OF UNDERSTANDING

Camosun College
Victoria, Canada

And

Vel Tech University
Chennai, India

Victoria, Canada

May 2016



**Memorandum of Understanding on Academic Cooperation
Between Camosun College and Vel Tech University**

VEL TECH UNIVERSITY, CHENNAI, INDIA

Vel Tech University, a teaching–research University with UGC recognition, was founded about two decades ago by Dr.R.Rangarajan and Dr.Sugunthala Rangarajan with the objective of providing quality education imbued with values. By virtue of intense industry interaction, employing a multidisciplinary approach and institutional outreach, Vel Tech University carved a niche for itself with undergraduate, postgraduate and doctorate programs; these encompass engineering, science and management streams. Spread over multiple campuses in Chennai, India, Vel Tech University houses more than 18,000 students from several states across India. The hallmark of the University is collaboration with international industries and Universities, working towards notable outcomes in collaborative projects, student exchanges and joint programs. Vel Tech University is keen to initiate programs by developing partnerships with Canadian institutions’ academic programs.

This MEMORANDUM OF UNDERSTANDING (MOU) is designed to foster a friendly relationship through the mutual cooperation of academic programs between **Camosun College** and **Vel Tech University**, hereinafter jointly referred as “The Parties”. No financial obligations are to be assumed under this agreement.

The Parties have reached agreement on the following areas of cooperation, subject to mutual consent and the availability of sufficient funding:

- Exchange of faculty and students



CAMOSUN COLLEGE
Victoria, Canada



VEL TECH
UNIVERSITY

VEL TECH UNIVERSITY
Chennai, India

- Joint research and publication activities
- Participation in seminars and academic meetings
- Exchange of academic materials and other information
- Special short-term academic Certification and Diploma programs with mutual agreement

The terms of such mutual assistance and funding for any specific program and activity shall be jointly discussed and agreed upon in writing by both parties, prior to the initiation of any specific program. Each institution will designate an individual to coordinate this program and any endeavors that may derive from it. For this purpose, Vel Tech University has designated Mr. K.V.D. Kishore Kumar, Vice President, Vel Tech University, and Camosun College has designated Mr. Geoff Wilmshurst, Vice president for Partnerships, Camosun College.

No amendment, consent, or waiver of the terms of this MOU shall bind either party unless in writing and signed by all parties. Any such amendment, consent, or waiver shall only be effective for a specifically stated occurrence or for a specified given purpose.

The parties of this MOU, will be acknowledged by the signatures of their authorized representatives below, who having read and understood this MOU have agreed to be bound by its terms and conditions.

This MOU shall commence from the date of most recent signature and be in effect for five (5) years, at which time it shall be reviewed for a possible extension. Either party may terminate this MOU by means of written notification and the signature of the appropriate official of the institution initiating the notice. However, such notification must be received by the other party at least six (6) months prior to the effective date of termination.



CAMOSUN COLLEGE
Victoria, Canada



VEL TECH UNIVERSITY

VEL TECH UNIVERSITY
Chennai, India

This agreement will become the basis for more specific areas of cooperation and collaboration, which will be formally agreed to and become addendums to this Agreement.

For Camosun College

For Vel Tech University

1.

Name & Designation

Name & Designation

Date: _____

Date: _____

2.

Name & Designation

Name & Designation

Date: _____

Date: _____



UNIVERSITY of HAWAII®
LEEWARD
COMMUNITY COLLEGE

**MEMORANDUM OF UNDERSTANDING
FOR
ACADEMIC COOPERATION**

Between

**CAMOSUN COLLEGE,
Victoria, British Columbia, Canada**

And

**UNIVERSITY OF HAWAII-LEEWARD COMMUNITY COLLEGE
Pearl City, Hawaii, USA**

Recognizing the mutual benefits of collaborative activities in promoting international understanding, University of Hawaii-Leeward Community College and Camosun College agree to explore the feasibility of establishing frameworks and cooperative activities in educational endeavors. Such cooperation may include but is not limited to the following:

1. Exchange of scholarly ideas, information, and materials.
2. Consultation between individual faculty, academic departments and research centers to explore activities of mutual interest.
3. Exchange of faculty for capacity building, lectures, and joint research activities.
4. Exploration of the feasibility of working together on joint projects including, but not limited to:
 - a.) academic programs
 - b.) training programs
 - c.) study abroad and exchange programs
5. Investigation of external funding sources for projects deemed to be mutually beneficial to both institutions.

The specific terms, expenses, and other matters arising related to the implementation of any aspects of this agreement shall be discussed in detail by the parties concerned for each case. Any commitment of resources, financial or otherwise, for cooperative activities shall be made in a supplemental agreement for that specific purpose entered into at a subsequent date and approved by the official authority of each institution.

Both Camosun College and University of Hawaii – Leeward Community College will nominate one individual from their institution as its primary representative in charge of cooperative programs. Individual projects implemented under this Memorandum of Understanding will be jointly planned and supervised by the nominees of both parties.

This Memorandum of Understanding will be effective for a period of five years from the date of signing and is subject to change, renewal, and termination by mutual consent. Termination may be made by either party, giving the other party three months notice in writing. The parties further agree to consult periodically concerning the status of the above mentioned activities and other relevant matters of mutual interest.

Sherri Bell
President
Camosun College

Date:_____

Manuel J. Cabral
Chancellor
University of Hawaii – Leeward Community
College

Date:_____

Education Policy Initiative Update

Education Council Presentation –

September 21st, 2016

Steven Rumpel, Director, Education Planning & Policy &

Katie Shaw, Manager, Education Policy

Our Discussion Today

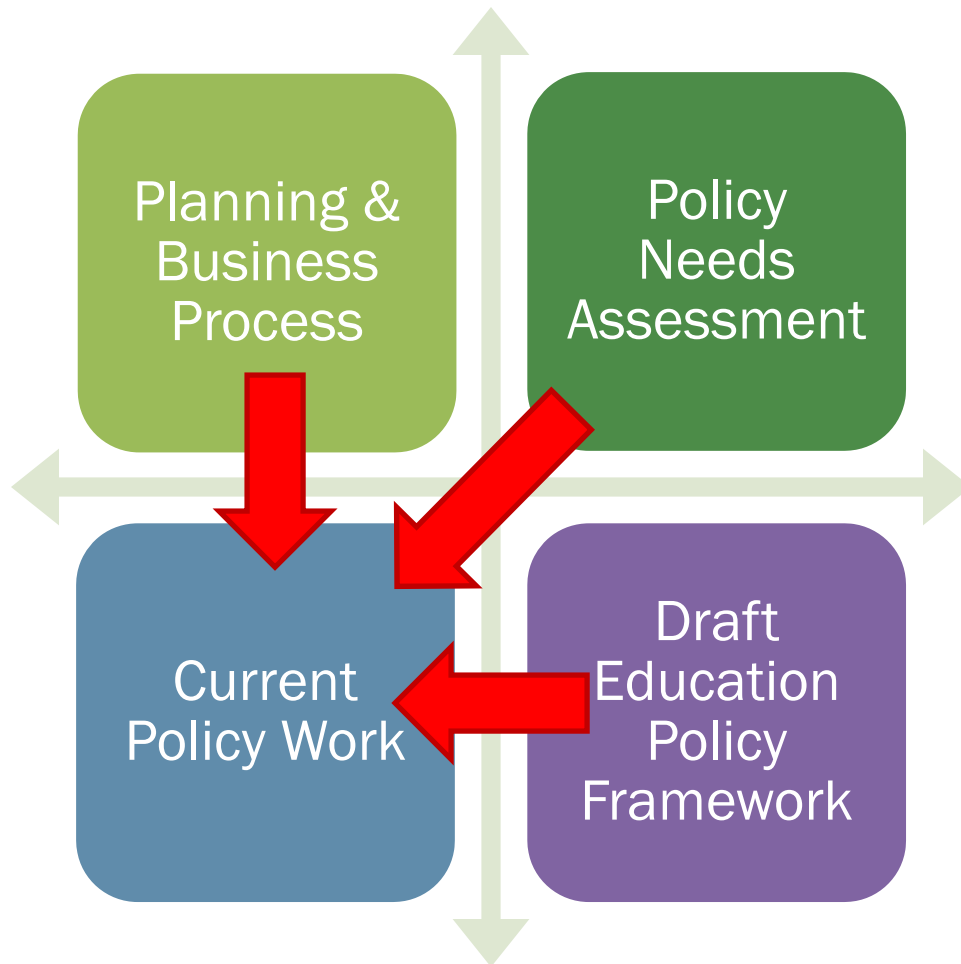
- The Education Policy Initiative
 - Where we are now
- The Education Policy Needs Assessment: Moving Forward
- Communications: Website Enhancement
- EDCO Policy & Standards Engagement Strategy
- Policy Work Updates

Students are the center of everything we do, from the decisions we make to the programs and services we offer. Students are why we are here and supporting them in their path to success is the reason the college exists.

*Camosun College Strategic Plan
2016 - 2020*

Approach

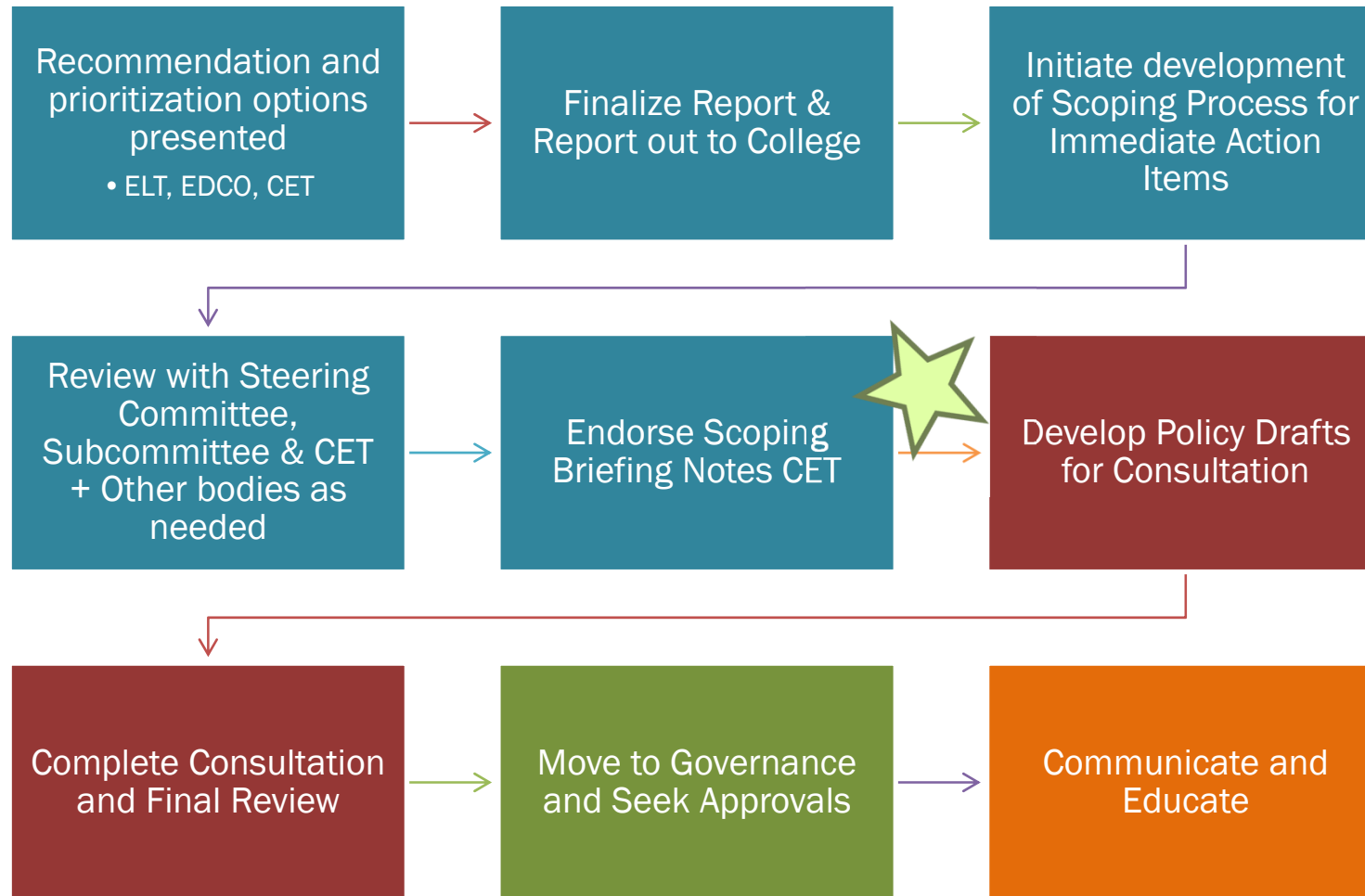
Proposed Vision:
Education policy will reflect our collective values and principles for an exceptional student experience.



Key Themes

- ✓ • Policy renewal and review
- Teaching and learning
- ✓ • Mature student admissions
- ✓ • Student progression
 - Internationalization
- ✓ • Indigenization
- Student ✓
accommodation / Duty
to Accommodate
- Safety ✓
- Student health and
wellbeing ✓
- Educational
technology ✓

Process Overview



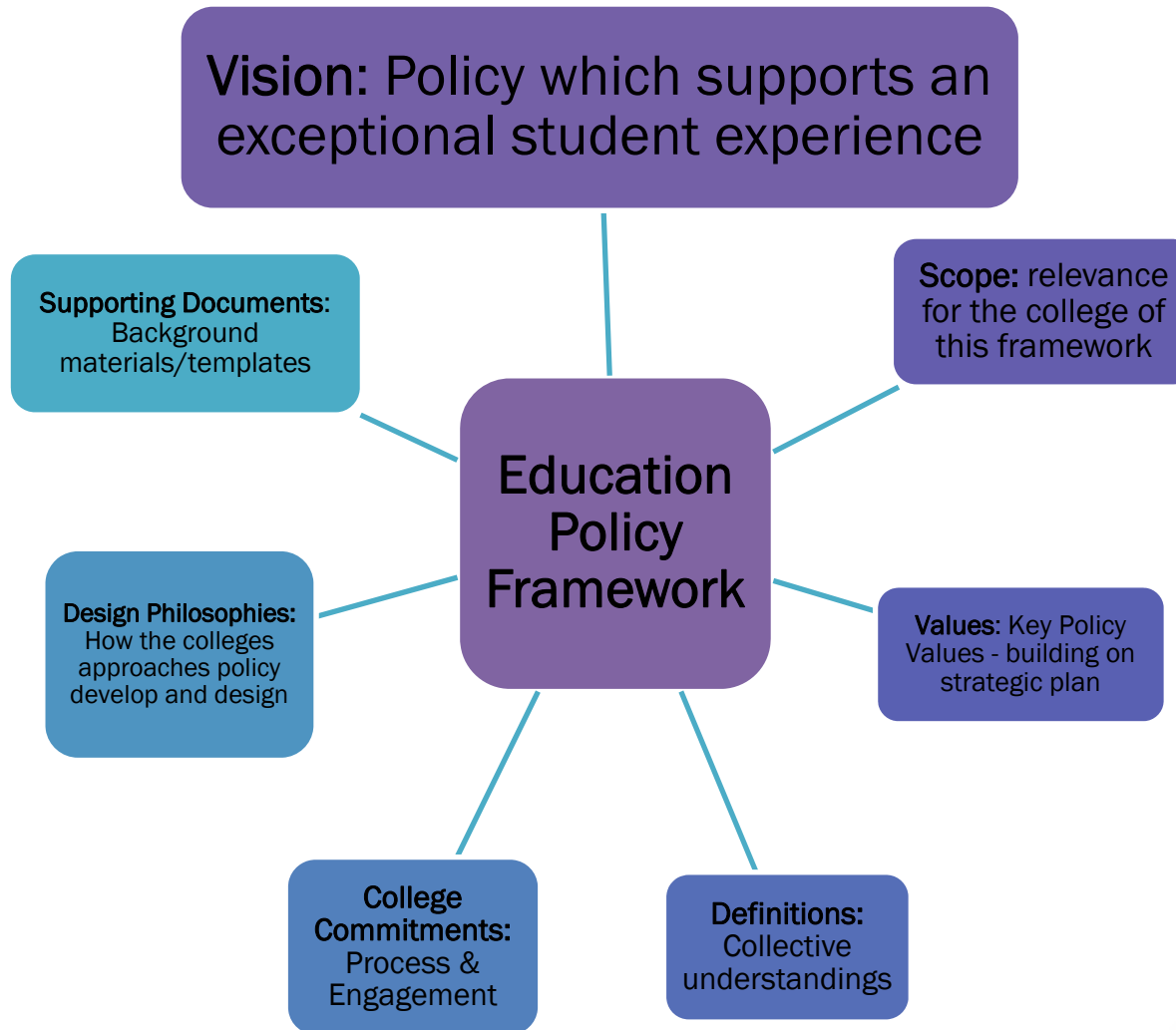
The Education Policy Framework

- The past 6 months have provided generous engagement and consultation opportunities from across the College
- Key DRAFT components for Education Policy Framework have been identified
- Workshops with Faculty to discuss the key emerging elements will begin in October / November
- Intention is to create a draft by Christmas

Function of an Education Policy Framework

1. Establish clear, transparent and consistent policy development process and practice informed by the College's Strategic plan, key initiatives and core values
2. Create value based policies that support the institutions Strategic Plan and objectives
3. Establish consistent feedback and consultation strategies; including clear feedback timelines, design philosophies and guiding principles
4. Identify evaluation and review strategies for policy development practices and policies

Emerging Key Elements

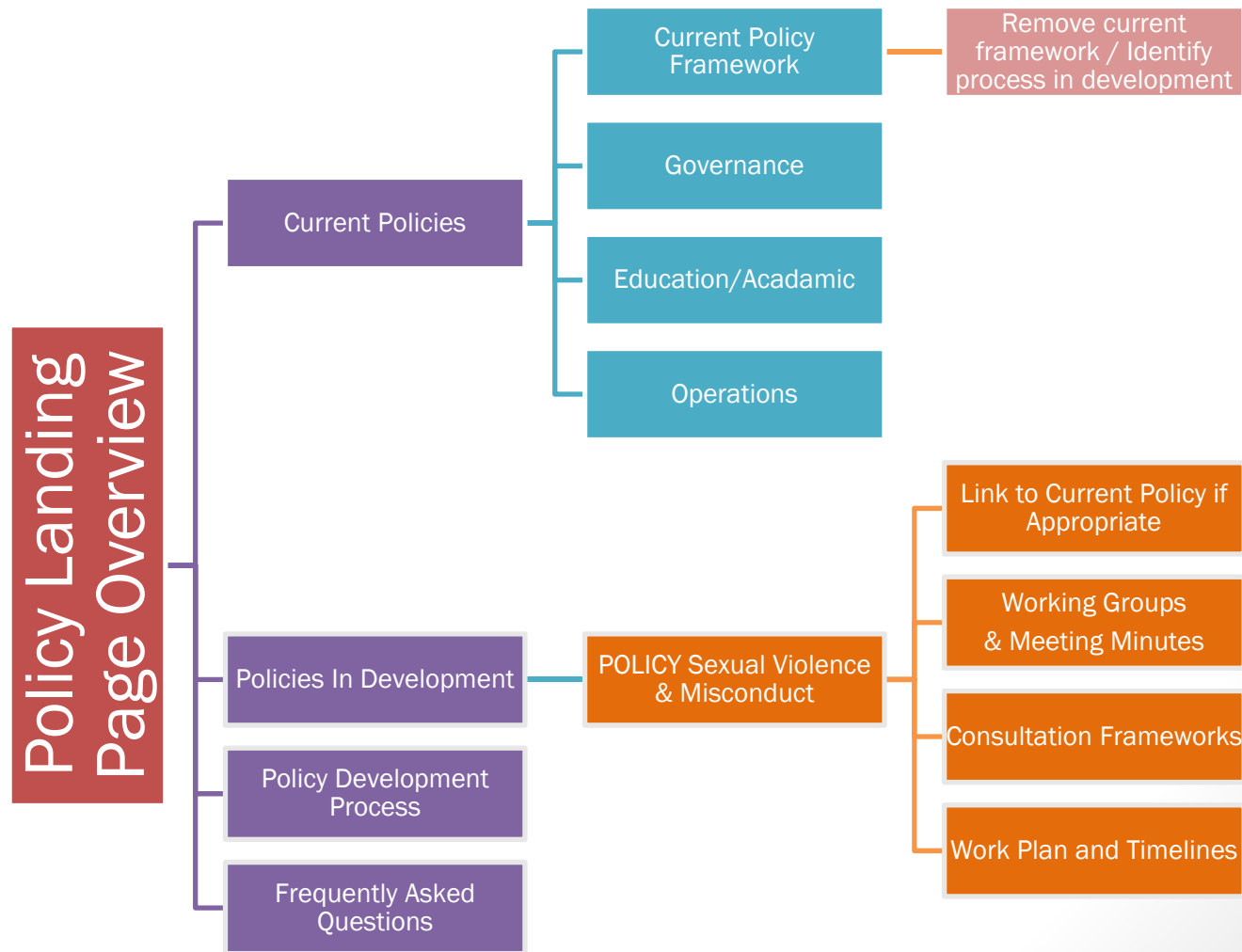


Online Communications Enhanced

- Changes are coming to the public landing page for the Policy information at Camosun
 - <http://camosun.ca/about/policies/policies.html>
- This page will be enhanced to include:
 - Public information on the new Policy Development process
 - Information on Policies in Development
 - Frequently Asked Questions on Policy Development Fact Sheet
 - Information on specific policies currently in development, including
 - Consultation frameworks
 - Draft Policies for Feedback
 - Work Plans and Timelines
- Objective: Clear, Fair, Consistent, Transparent

DRAFT Online Policy Website

- Policy Link on the Camosun.ca webpage



Policy & Standards Committee Update

- Established monthly meetings from September to June
- Objectives for this coming year include:
 - Supporting greater engagement of EDCO in the policy work coming up for discussion and decision
 - Establishing a new “buddy” system to augment understanding and awareness of policy issues and opportunities
 - Move forward to address key outcomes from the education policy needs assessment
 - Finalize the Education Policy Framework

The “Buddy System”

- A way to connect with the work of the Policy & Standards Committee
- Informal time to review drafts and discuss consultation strategies
- Build greater capacity to manage complexity and volume of policy underway

Policy Update

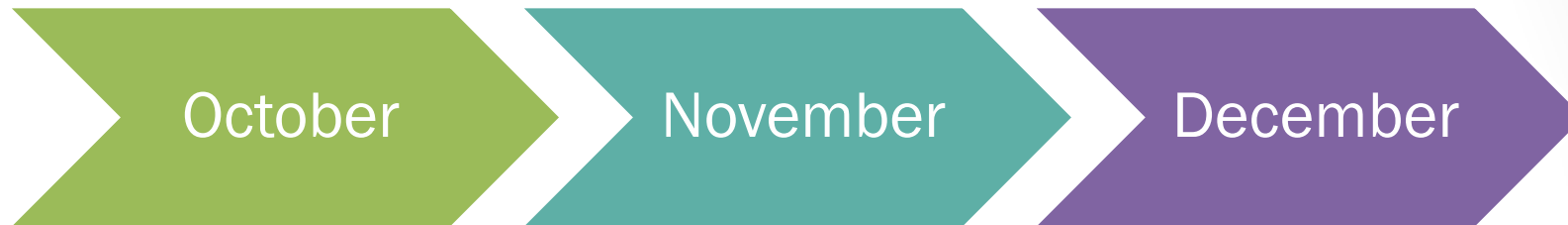
- **Scoping Documents Drafted**

- Sexual Violence and Misconduct Policy (Oct)
- Involuntary Health and Safety Leave of Absence (Oct)
- Protected Disclosure (Oct)
- Acceptable Use (Oct)

- **Coming Up**

- Mature Student Admissions (initial conversations Oct. with ELT)
- Indigenization (leadership mtgs fall)
- Student Inclusion and Diversity (update)
- Student Progression

Next Steps for EDCO

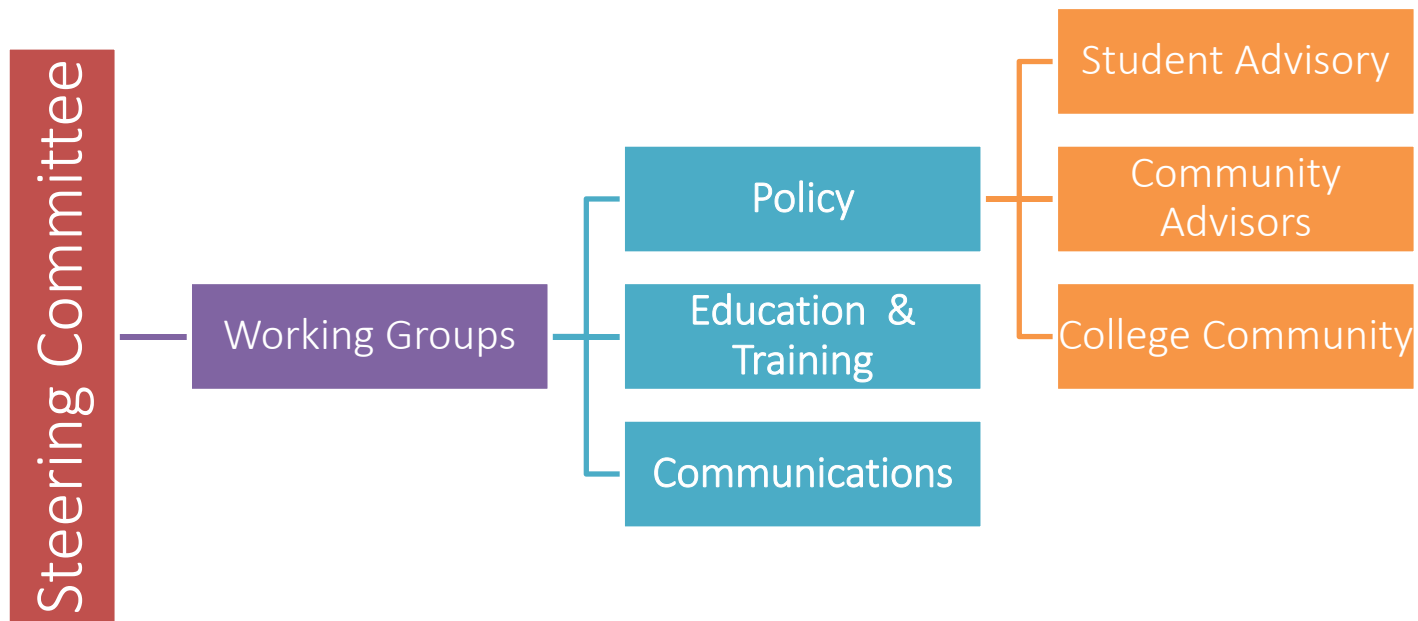


- Acceptable Use /
- Involuntary Health and Safety Leave of Absence

- Sexual Violence and Misconduct
- Protected Disclosure

- Mature Admissions
- Indigenization

Sexual Violence and Misconduct Policy College Approach



Engagement and Consultation: SVMP



Contact Us

- Organize presentation and discussions on
 - Education Policy Framework
 - Sexual Violence & Misconduct Policy
 - The Education Policy Initiative (overall)
- Identify key stakeholders for consultations
- One on one meetings for policy onboarding
- Steven Rumpel
 - Director, Education Policy & Planning
 - RumpelS@camosun.bc.ca
- Katie Shaw
 - Manager, Education Policy
 - ShawK@camosun.bc.ca