



Education Council

Ensuring that our students are provided with quality educational experiences

AGENDA

Regular Meeting

Wednesday, September 18, 2019

4:00 – 6:00 pm

P216, Lansdowne

TIME	ITEM	PRESENTER
4:00	CALL TO ORDER AND DECLARATION OF QUORUM (1 MIN.)	Bijan Ahmadi
4:01	ACKNOWLEDGEMENT OF COAST SALISH TERRITORY (1 MIN.) <i>Camosun College campuses are located on the traditional territories of the Lkwungen and WSÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here. <http://camosun.ca/learn/school/indigenous-education-community-connections/about/index.html></i>	Bijan Ahmadi
4:02	ROUND TABLE CHECK-IN (15 MIN)	
4:17	ACCEPTANCE OF AGENDA (2 MIN)	Bijan Ahmadi
4:19	MINUTES FOR APPROVAL (1 MIN) For approval: EdCo Meeting Minutes June 26	Bijan Ahmadi
4:20	REPORTS (6 MIN)	
	1. Education Council Chair (2 min) Election of 2019-2020 Vice-Chair (Refer to Education Council By-laws)	Bijan Ahmadi
	2. VP Education (2 min)	John Boraas
	3. Board Member (2 min)	Brenda McBain
4:26	COMMITTEE REPORTS (10 MIN)	
	1. Education Council Policy and Standards Committee	Peter Moroney
4:36	INTEGRATED CURRICULUM COMMITTEE REPORT (5 MIN)	Connie Klassen
	1. Curriculum for Presentation and Approval None	
	Regular Curriculum for Approval None	



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TIME	ITEM	PRESENTER
	Curriculum Under Review See ICC Monthly Report	
4:41	PRESENTATION AND DISCUSSION (60 MIN)	
	Policy Framework See Policy Framework - 2019	Peter Moroney/ Rashed Al-Haque
	Academic Integrity See Draft policy document Process flow chart	
5:41	MEETING ADJOURNED	Bijan Ahmadi

Upcoming Meetings:

Regular Meeting
 Wednesday, October 16, 2019
 4:00 – 6:00 pm
 P216, Lansdowne

Voting Council Members

- | | |
|------------------------------------|------------------------------------|
| 1. Andrea Kucherawy, Support Staff | 11. Mark Fournier, Faculty |
| 2. Bijan Ahmadi, Faculty | 12. Richard Stride, Administration |
| 3. Chris Avis, Faculty | 13. Ryan Russell, Faculty |
| 4. Debbie Hlady, Administration | 14. Scott Harris, Administration |
| 5. Isabel Grondin, Faculty | 15. Vivian Fayowski, Faculty |
| 6. Jamie McPherson, Faculty | 16. Faculty (Vacant) |
| 7. Janet Danks, Support Staff | 17. Faculty (Vacant) |
| 8. Jennifer LeVecque, Faculty | 18. Student (Vacant) |
| 9. John Boraas, Administration | 19. Student (Vaant) |
| 10. Joshua Cameron, Student | 20. Student (Vacant) |

Members (Quorum = 9)

Non-Voting Council Members

Sherri Bell, President
 Brenda McBain, Board of Governors
 Connie Klassen, ICC Chair

Peter Moroney, Education Policy & Planning
 Melody Foreman, Permanent Secretary
 Todd Ormiston, Indigenization Representative

Guests

Rashed Al-Haque, Policy Specialist

For Information:

Education Council Executive:

Chair: Bijan Ahmadi, Business, 370-4140, ahmadib@camosun.bc.ca

ICC Chair: Connie Klassen, Sport & Exercise Education, 370-4728, klassenc@camosun.bc.ca

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

Registrar: Scott Harris, Registrar's Office, Interurban, 370-3840, harriss@camoun.bc.ca.ca

EPP Director: Peter Moroney, Office of VP Education, Interurban, 250-370-3249, moroneyp@camosun.bc.ca

Permanent Secretary: Melody Foreman, Office of VP Education, Interurban, 370-3037, edapprovals@camosun.bc.ca



DRAFT Minutes

REGULAR MEETING

Wednesday, June 26, 2019

4:00 – 6:00 pm

LACC 320/321, Interurban

Present

Voting Members

1. Alison Bowe, Faculty
2. Andrea Kucherawy, Support Staff
3. Bijan Ahmadi, Faculty (Vice-Chair)
4. Debbie Hlady, Administration
5. Dylan Bystedt, Student
6. Jamie McPherson, Faculty
7. John Boraas, Administration
8. Karen Lightbody, Faculty
9. Richard Stride, Administration
10. Ryan Russell, Faculty
11. Scott Harris, Administration
12. Tia Primrose, Support Staff
13. Tim Ayers, Faculty (Chair)

Non-Voting Members

Brenda McBain, Board of Governors
 Connie Klassen, ICC Chair
 Melody Foreman, Permanent Secretary

Peter Moroney, Education Policy & Planning
 Todd Ormiston, Indigenization Representative
 Sherri Bell, President

Regrets/Absent

Isabel Grondin, Faculty
 Karen Neilson, Faculty
 Maia Sampson, Student
 Peter Ove, Faculty
 Shane Nath, Student
 Wesley Paterson, Student

Guests

Cynthia Smith, Health & Human Services (Dean)
 Eric Sehn, Trades & Technology (Dean)
 Lynelle Yutani, Allied Health & Technologies (Chair)
 Rashed Al-Haque (Policy Specialist)
 Ros Giles-Pereira, Continuing Care (Chair)
 Zoe Broom, Civil Engineering (Chair)

ITEM

PRESENTER

A. CALL TO ORDER AND DECLARATION OF QUORUM

Bijan Ahmadi

The regular meeting was called to order at 4:00 pm. Quorum was reached.

B. ACKNOWLEDGEMENT OF COAST SALISH TERRITORY

Bijan Ahmadi

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C. ACCEPTANCE OF AGENDA	Bijan Ahmadi
The June 26, 2019 agenda was approved by unanimous consent.	
D. MINUTES FOR APPROVAL	Bijan Ahmadi
The meeting minutes for May 15, 2019 were approved by unanimous consent.	
E. REPORTS	
1. Education Council Chair	Bijan Ahmadi
Bijan Ahmadi reported that expedited approval requests for curriculum changes in the Baccalaureate of Science in Nursing and Practical Nursing programs were approved. The expedited approval request for curriculum changes in the Indigenous Studies program was denied and will be effective Fall 2020. Bijan also announced that the Fall EdCo retreat will be held on September 27, 2019.	
2. VP Education	John Boraas
John Boraas commented that a large volume of curriculum has been processed through the Education Approvals system this year. This is a harbinger of the work to be performed next year through the Education Approvals Renewal project, which is the need examine our processes through the lens of assigning the right resources at the right time in the process to avoid overtaxing resources. John also shared with EdCo that he will be continuing in his role as VP Education at Camosun. He added that his decision to stay has renewed his commitment to the work he considers important at Camosun and to the campus community.	
3. Board Member	Brenda McBain
Brenda McBain reported that there were two board meetings in June: the June 10 th quarterly report and the June 12 th joint delegation meeting. Two new members, Ted Pennell, Chief Information Officer and Rodney Porter, Executive Director of Camosun’s Communications and Marketing attended the meeting on June 10. Audited financial statements for year-end March 31 were reviewed. This was the last meeting for outgoing chair Ron Rice whose term expires on July 31, 2019. Laylee Rohani is the newly elected chair effective August 1, 2019. The board will be making changes to its operating procedures to avoid a gap month between outgoing and newly elected chairs.	
F. COMMITTEE REPORTS	
Education Council Policy and Standards Committee	Peter Moroney
Peter Moroney reported that the Policy and Standards committee met on May 27 and June 24. The committee reviewed the Educational Quality policy and made a number of recommendations, which included supporting a new title, “Program Quality Assurance policy.” The committee also discussed the Education Approvals Renewal project and looked at the prototype of the new Education Approvals model generated from the EdCo retreat. The committee had several insights and made several recommendations which will be incorporated into the model. The committee also discussed the new policy framework under development. The	

policy framework will be coming forward to EdCo in the Fall. Peter announced that future Policy and Standards committee meetings will be extended to two hours. He thanked members of the Policy and Standards committee for their work this academic year.

H. INTEGRATED CURRICULUM COMMITTEE REPORT

Curriculum for Presentation and Approval

TRADES & TECHNOLOGY: CLEAN ENERGY AND EFFICIENT BUILDINGS

Zoe Broom

[CEEB \(IDS3639\) Winter 2020 – New Program](#)
[ENGR 300 \(IDS3640\) Winter 2020 – New Course](#)
[ENGR 322 \(IDS3654\) Winter 2020 – New Course](#)
[ENGR 360 \(IDS3655\) Winter 2020 – New Course](#)
[ENGR 362 \(IDS3658\) Winter 2020 – New Course](#)
[ENGR 364 \(IDS3659\) Winter 2020 – New Course](#)
[ENGR 365 \(IDS3660\) Winter 2020 – New Course](#)
[ENGR 366 \(IDS3661\) Winter 2020 – New Course](#)
[ENGR 368 \(IDS3662\) Winter 2020 – New Course](#)
[ENGR 380 \(IDS3663\) Winter 2020 – New Course](#)
[ENGR 382 \(IDS3664\) Winter 2020 – New Course](#)
[ENGR 384 \(IDS3665\) Winter 2020 – New Course](#)
[ENGR 386 \(IDS3666\) Winter 2020 – New Course](#)
[ENGR 388 \(IDS3667\) Winter 2020 – New Course](#)
[ENGR 390 \(IDS3668\) Winter 2020 – New Course](#)

Whereas: The Integrated Curriculum Committee has reviewed and did not have consensus to recommend full approval of the curriculum.

Motion: Be it so moved that Education Council approves amendments to the curriculum as follows:

Section 4: Admission Requirements

1. English Language Proficiency be replaced with C in English 11 or Camosun alternatives.
2. Post-Secondary Credential Level 1 Apprenticeship be replaced with Level 2.

Moved by: Tim Ayers

Seconded by: Alison Bowe

Motion Carried

Motion: Be it so moved that Education Council approves the curriculum as amended.

Moved by: Alison Bowe

Seconded by: Andrea Kucherawy

Motion Carried

[SONO \(IDS3679\) May 2020 – New Diploma Program](#)

[SONO \(IDS3763\) May 2020 – New Advanced Certificate Program](#)

[AHLT134 \(IDS3701\) May 2020 – Revision](#)

[AHLT266 \(IDS3702\) May 2020 – Revision](#)

[AHLT268 \(IDS3703\) May 2020 – Revision](#)

[AHLT288 \(IDS3704\) May 2020 – Revision](#)

[HLSC 264 \(IDS3741\) May 2020 - Revision](#)

[MIDS121 \(IDS3680\) May 2020 – New Course](#)

[MIDS127 \(IDS3681\) May 2020 – New Course](#)

[MIDS137 \(IDS3683\) May 2020 – New Course](#)

[MIDS139 \(IDS3682\) May 2020 – New Course](#)

[MIDS147 \(IDS3684\) May 2020 – New Course](#)

[MIDS151 \(IDS3685\) May 2020 – New Course](#)

[MIDS181 \(IDS3686\) May 2020 – New Course](#)

[MIDS187 \(IDS3687\) May 2020 – New Course](#)

[MIDS197 \(IDS3688\) May 2020 – New Course](#)

[MIDS199 \(IDS3689\) May 2020 – New Course](#)

[MIDS227 \(IDS3690\) May 2020 – New Course](#)

[MIDS231 \(IDS3691\) May 2020 – New Course](#)

[MIDS237 \(IDS3692\) May 2020 – New Course](#)

[MIDS247 \(IDS3693\) May 2020 – New Course](#)

[MIDS267 \(IDS3694\) May 2020 – New Course](#)

[MIDS281 \(IDS3695\) May 2020 – New Course](#)

[MIDS287 \(IDS3696\) May 2020 – New Course](#)

[MIDS297 \(IDS3697\) May 2020 – New Course](#)

[PRAC290 \(IDS3698\) May 2020 – New Course](#)

[PRAC295 \(IDS3698\) May 2020 – New Course](#)

[PRAC296 \(IDS3698\) May 2020 – New Course](#)

[PRAC299 \(IDS3698\) May 2020 – New Course](#)

[MRAD \(IDS3707\) Fall 2020 – Revision](#)

[CMLA \(IDS3708\) Fall 2020 – Revision](#)

[MRAD277 \(IDS3705\) May 2020 – Revision](#)

[MRAD290 \(IDS3706\) May 2020 – Revision](#)

[MRAD165 \(Now AHLT 165\) \(IDS3710\) May 2020 - Revision](#)

[MRAD157 \(IDS3711\) May 2020 - Revision](#)

[MRAD260 \(IDS3712\) May 2020 - Revision](#)

[MRAD279 \(IDS3713\) May 2020 - Revision](#)

Whereas: The Integrated Curriculum Committee has reviewed and did not have consensus to recommend full approval of the curriculum.

Motion: Be it so moved that Education Council approves amendments to the curriculum as follows:

Section 7: Program Content

Remove list of qualifying electives and replace with the statement, “Qualifying Electives must be approved by the program leader.”

Moved by: Jamie McPherson

Seconded by: Scott Harris

Motion Carried

Section 13: Recommended Information

Replace “Sonography program” with “Allied Health programs” in the second bullet for SONO, CMLA, and MRAD programs.

Moved by: Andrea Kucherawy

Seconded by: Alison Bowe

Motion Carried

MRAD 266: Effective date

Effective May 2020 SONO program

Effective Sept 2020 MRAD program

Moved by: Tim Ayers

Seconded by: Alison Bowe

Motion Carried

Motion: Be it so moved that Education Council approves the curriculum as amended.

Moved by: Jamie McPherson

Seconded by: Scott Harris

Motion Carried

Regular Curriculum for Approval

Connie Klassen

HEALTH & HUMAN SERVICES: NURSING

[BSN \(IDS3743\) Fall 2019 - Revision](#)

Whereas: The Integrated Curriculum Committee has reviewed and did not have consensus to recommend full approval of the curriculum.

Motion: Be it so moved that Education Council approves the curriculum as submitted.

Moved by: Tim Ayers**Seconded by: Jamie McPherson****Motion Carried**

HEALTH & HUMAN SERVICES: PRACTICAL NURSING

[PNUR \(IDS3742\) Fall 2019 - Revision](#)[PNUR 114 \(IDS3715\) Fall 2019 – Revision](#)[PNUR 115 \(IDS3716\) Fall 2019 – Revision](#)[PNUR 116 \(IDS3717\) Fall 2019 – Revision](#)[PNUR 117 \(IDS3718\) Fall 2019 – Revision](#)[PNUR 118 \(IDS3719\) Fall 2019 – Revision](#)[PNUR 124 \(IDS3720\) Fall 2019 – Revision](#)[PNUR 125 \(IDS3721\) Fall 2019 – Revision](#)[PNUR 126 \(IDS3722\) Fall 2019 – Revision](#)[PNUR 127 \(IDS3723\) Fall 2019 – Revision](#)[PNUR 128 \(IDS3724\) Fall 2019 – Revision](#)[PNUR 129 \(IDS3725\) Fall 2019 – Revision](#)[PNUR 134 \(IDS3726\) Fall 2019 – Revision](#)[PNUR 135 \(IDS3727\) Fall 2019 – Revision](#)[PNUR 136 \(IDS3728\) Fall 2019 – Revision](#)[PNUR 137 \(IDS3729\) Fall 2019 – Revision](#)[PNUR 138 \(IDS3730\) Fall 2019 – Revision](#)[PNUR 144 \(IDS3731\) Fall 2019 – Revision](#)[PNUR 145 \(IDS3732\) Fall 2019 – Revision](#)[PNUR 146 \(IDS3733\) Fall 2019 – Revision](#)[PNUR 147 \(IDS3734\) Fall 2019 – Revision](#)[PNUR 148 \(IDS3735\) Fall 2019 – Revision](#)[PNUR 181 \(IDS3736\) Fall 2019 – Revision](#)[PNUR 182 \(IDS3737\) Fall 2019 – Revision](#)[PNUR 183 \(IDS3738\) Fall 2019 – Revision](#)[PNUR 184 \(IDS3739\) Fall 2019 – Revision](#)[PNUR 186 \(IDS3740\) Fall 2019 – Revision](#)

Whereas: The Integrated Curriculum Committee has reviewed and did not have consensus to recommend full approval of the curriculum.

Motion: Be it so moved that Education Council approves the curriculum as submitted.

Moved by: Andrea Kucherawy

Seconded by: Alison Bowe

Motion Carried

SPORT & EXERCISE EDUCATION: MESSAGE THERAPY

[MASS 105 \(IDS3623\) Fall 2019 – Revision](#)

[MASS 141 \(IDS3624\) Fall 2019 – Revision](#)

[MASS 161 \(IDS3625\) Fall 2019 – Revision](#)

[MASS 180 \(IDS3626\) Fall 2019 – Revision](#)

[MASS 191 \(IDS3627\) Fall 2019 – Revision](#)

ACCESS: INDIGENOUS STUDIES

[IST \(IDS3641\) Fall 2020 – Revision](#)

[IST 118 \(IDS3644\) Fall 2020 – Revision](#)

[IST 119 \(IDS3645\) Fall 2020 – Revision](#)

[IST 232 \(IDS3651\) Fall 2020 – Revision](#)

[IST 243 \(IDS3656\) Fall 2020 – Revision](#)

ARTS & SCIENCE: CHEMISTRY

[CHEM 090 \(IDS3673\) Fall 2020 – New Course](#)

ARTS & SCIENCE/TRADES & TECHNOLOGY: ENGINEERING TRANSFER

[ENG-TRANSF \(IDS3674\) Fall 2020 – Revision](#)

[CHEM150 \(IDS3675\) Fall 2020 – Revision](#)

[COMP139 \(IDS3669\) Fall 2020 – Revision](#)

[COMP166 \(IDS3670\) Fall 2020 – Revision](#)

ARTS & SCIENCE: MUSIC

[MUSC 146 \(IDS3622\) Fall 2020 – New Course](#)

Whereas: The Integrated Curriculum Committee has reviewed and had consensus to recommend full approval of the curriculum.

Motion: Be it so moved that Education Council approves the curriculum as submitted.

Moved by: Richard Stride

Seconded by: Debbie Hlady

Motion Carried

G. PRESENTATION AND DISCUSSION**Course Syllabus****Rashed Al-Haque**

Rashed Al-Haque informed EdCo of a working group initiative led by John Boraas to develop a Camosun-wide course syllabus template. Development of the proposed model has been informed by consultation with members of the campus community as well as academic literature on teaching and learning. Research shows that the more information you can provide students about the goals of a course, their responsibilities, and the criteria used to evaluate their performance, the more successful they will be as students. Rashed shared the highlights of the feedback from the Centre for Excellence in Teaching and Learning, faculty, and students. Rashed walked EdCo through the features of the course syllabus model and explained how this information supports and prepares students for success. Members provided feedback, including having the course syllabus generated from the Colleague student information system, which will be considered for incorporation into the model. John Boraas added that one of the chief reasons why appeals fail is because the course syllabus does not reflect what has actually occurred in the classroom. For this reason as well as the need to provide transparency and support for students, the current model is being recalibrated.

I. THANK YOU TO OUTGOING MEMBERS**Bijan Ahmadi**

Bijan Ahmadi recognized the valuable contributions of Education Council this past year. He thanked outgoing members Dylan Bystedt, Karen Lightbody, Alison Bowe, Tia Primrose for their service. He also presented outgoing chair Tim Ayers with a gift for his leadership during his tenure. Scott Harris thanked Connie Klassen for her leadership and acknowledged the work of the Integrated Curriculum Committee this past year. Tim Ayers presented Bijan Ahmadi a gift for his leadership as outgoing vice-chair and wished him luck in his role as chair of Education Council next year.

J. ADJOURNMENT**Bijan Ahmadi**

The meeting adjourned at 6:08 pm.



EX-250-003-001-002

Wed, Sept 11, 2019 (1:00 - 4:00 pm CC320/321, Interurban)

Present: Connie Klassen (Chair), Dianne Biin, Gillyan Haden, Ken Kosik, Mavis Smith, Lynelle Yutani, Melody Foreman (Resource)

Guests: Ros Giles-Pereira, Continuing Care (Chair)

Regrets:

CURRICULUM FOR APPROVAL

CURRICULUM FOR PRESENTATION AND APPROVAL

None

REGULAR CURRICULUM

None

CURRICULUM UNDER REVIEW

ARTS & SCIENCE: PHYSICS

[PHYS-104 \(IDS3744\) Fall2020](#)

[PHYS-105 \(IDS3745\) Fall2020](#)

HEALTH & HUMAN SERVICES: HEALTH CARE ASSISTANT

[HCA-174 \(IDS3769\) Winter2020 – Revision](#)

HEALTH & HUMAN SERVICES: PRACTICAL NURSING

[PNUR-116 \(IDS3773\) Fall2020 – Revision](#)

[PNUR-136 \(IDS3773\) Summer2020 – Revision](#)

[PNUR-184 \(IDS3773\) Winter2021 – Revision](#)

APPROVED CATEGORY 3 CURRICULUM CHANGES

Approved Category 3 (Dean Approval) and Category 3 (VP Ed Approval) (Program Suspensions) curriculum changes are accessible from the [EdCo SharePoint site](#) > [Category 3 Changes Approved](#) for members to review.

POST-EDCO ERROR CORRECTIONS

See [Corrections Post-EdCo](#)