



Education Council

Ensuring that our students are provided with quality educational experiences

AGENDA

Regular Meeting

Wednesday, September 16, 2020

4:00 – 6:00 pm

MS Teams

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	CHECK-IN (15 MIN.)	Bijan Ahmadi
4:17	ACCEPTANCE OF AGENDA (2 MIN.)	Bijan Ahmadi
4:19	MINUTES FOR APPROVAL (1 MIN.) For approval: EdCo Special Meeting Minutes June 24, 2020 EdCo Meeting Minutes June 24, 2020	Bijan Ahmadi
4:20	REPORTS (6 MIN.)	
	Education Council Chair (2 min)	Bijan Ahmadi
	VP Education (2 min)	John Boraas
	Board Member (2 min)	Joanne Cumberland
4:26	COMMITTEE REPORTS (4 MIN.)	
	Education Council Policy and Standards Committee	Peter Moroney
4:30	INTEGRATED CURRICULUM COMMITTEE REPORT (3 MIN.)	Connie Klassen
	Curriculum Under Review See ICC Monthly Report	
	PRESENTATION AND DISCUSSION	
4:33	Education Approvals Renewal Process Update	Peter Moroney
5:03	Course Syllabus Update	Peter Moroney/ Scott Harris



Education Council

Ensuring that our students are provided with quality educational experiences

TIME	ITEM	PRESENTER
5:18	Farewell to Tim Ayers, Former Education Council Chair	John Boraas
5:20	MEETING ADJOURNED	Bijan Ahmadi

Upcoming Meeting:

Regular Meeting
 Wednesday, October 21, 2020
 4:00 – 6:00 pm
 MS Teams

Voting Council Members

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

Members (Quorum = 11)

Non-Voting Council Members

Sherri Bell, President	Peter Moroney, Education Policy & Planning
Joanne Cumberland, Board of Governors	Melody Foreman, Permanent Secretary
Connie Klassen, ICC Chair	Todd Ormiston, Indigenization Representative

For Information:

Education Council Executive:

Chair: Bijan Ahmadi, Business, 250-370-4140, ahmadib@camosun.bc.ca

Vice Chair: Andrea Kucherawy, Access, 250-370-3165, KucherawyA@camosun.bc.ca

ICC Chair: Connie Klassen, Sport & Exercise Education, 250-370-4728, klassenc@camosun.bc.ca

VP Education: John Boraas, Office of VP Education, Interurban, 250-370-4543, boraas@camosun.bc.ca

Registrar: Scott Harris, Registrar's Office, Interurban, 250-370-3840, harriss@camoun.bc.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, 250-370-3037, edapprovals@camosun.bc.ca



DRAFT Special Meeting Minutes

Wednesday June 24, 2020

4:00 – 4:10 Meeting

MS Teams

Present

Voting Council Members

- | | |
|--|--|
| <ol style="list-style-type: none">1. Andrea Kucherawy, Support Staff2. Bijan Ahmadi, Faculty3. Blair Fisher, Faculty4. Chris Avis, Faculty5. Debbie Hlady, Administration6. Isabel Grondin, Faculty7. Janet Danks, Support Staff | <ol style="list-style-type: none">8. John Boraas, Administration9. Mark Fournier, Faculty10. Puneet Kaur, Student11. Richard Stride, Administration12. Robin Fast, Faculty13. Ruth Lyall, Faculty14. Ryan Russell, Faculty15. Scott Harris, Administration16. Vivian Fayowski, Faculty |
|--|--|

Non-Voting Council Members

- Brenda McBain, Board of Governors
- Connie Klassen, ICC Chair
- Melody Foreman, Permanent Secretary
- Peter Moroney, Education Policy & Planning
- Sherri Bell, President

Regrets/Absent

- Jennifer LeVecque, Faculty
- Todd Ormiston, Indigenization Representative

Meeting

A. CALL TO ORDER AND A DECLARATION OF QUORUM

The Special Meeting was called to order at 4:01 pm by Connie Klassen. Quorum was reached.

B. ELECTION OF 2020-2021 CHAIR

Connie called for nominations from the floor. Andrea Kucherawy nominated Bijan Ahmad. There were no other nominations. Bijan Ahmadi was acclaimed the 2020-2021 Chair of Education Council.

Moved by: Isabel Grondin

Seconded By: Andrea Kucherawy

Motion Carried

C. ELECTION OF 2020-2021 VICE CHAIR

Connie called for nominations from the floor. Isabel nominated Andrea Kucherawy. There were no other nominations. Andrea Kucherawy was acclaimed the 2020-2021 Chair of Education Council.

Moved by: Bijan Ahmadi
Seconded By: Janet Danks
Motion Carried



Education Council

Ensuring that our students are provided with quality educational experiences

DRAFT Minutes

REGULAR MEETING

Wednesday, June 24, 2020

4:00 – 6:00 pm

Video Conference

Present

Voting Members

1. Andrea Kucherawy, Support Staff
2. Bijan Ahmadi, Faculty
3. Chris Avis, Faculty
4. Debbie Hlady, Administration
5. Fillette Umulisa, Student
6. Isabel Grondin, Faculty
7. Janet Danks, Support Staff
8. John Boraas, Administration
9. Mark Fournier, Faculty
10. Robin Fast, Faculty
11. Ryan Russell, Faculty
12. Scott Harris, Administration
13. Richard Stride, Administration
14. Vivian Fayowski, Faculty

Non-Voting Members

- Brenda McBain, Board of Governors
- Connie Klassen, ICC Chair
- Melody Foreman, Permanent Secretary
- Peter Moroney, Education Policy & Planning
- Sherri Bell, President

Regrets/Absent

- Joshua Cameron, Student
- Paige Martin, Student
- Isaiah Jurkuch, Student
- Jennifer LeVecque, Faculty
- Todd Ormiston, Indigenization Representative

Guests

- Blair Fisher, Faculty
- Puneet Kaur, Student
- Rashed Al-Haque, Education Policy Specialist
- Ruth Lyall, Faculty

ITEM

PRESENTER

A. CALL TO ORDER AND DECLARATION OF QUORUM

Bijan Ahmadi

The regular meeting was called to order at 4:11 pm. Quorum was reached.

B. ACKNOWLEDGEMENT OF COAST SALISH TERRITORY

Bijan Ahmadi

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>>

ITEM	PRESENTER
<p>C. ACCEPTANCE OF AGENDA</p> <p>The June 24, 2020 agenda was approved by unanimous consent.</p>	Bijan Ahmadi
<p>D. MINUTES FOR APPROVAL</p> <p>The minutes for May 20, 2020 were approved by unanimous consent.</p>	Bijan Ahmadi
<p>E. REPORTS</p>	
<p>1. Education Council Chair</p> <p>Bijan Ahmadi thanked members who attended the EdCo Retreat on June 12th via videoconference. Bijan reported that it was very effective in gaining a better understanding of perceptions around the Education Approvals process and that he looks forward to being part of the team returning to EdCo in the Fall with procedures and policies to support the new model. Bijan also noted that Brenda McBain’s term comes to an end and thanked her for her service to EdCo as Board Representative.</p>	Bijan Ahmadi
<p>2. VP Education</p> <p>John Boraas congratulated Bijan and Andrea on their acclamation to Chair and Vice Chair and thanked them and members of EdCo for their work over the last year. John also thanked members for their enthusiastic and thoughtful insight into the Education Approvals process at the EdCo Retreat. John also reported that the college is currently working through safe start process and expressed gratitude to the college community for their willingness to engage on how the college can safely deliver those programs that will be delivered on campus in the Fall.</p>	John Boraas
<p>3. Board Member</p> <p>Brenda McBain expressed her gratitude to Bijan Ahmadi and Tim Ayers, former EdCo chair, for their leadership. Brenda noted that she has gained considerable insight into the workings of the college in her role on EdCo members and acknowledged the invaluable role of EdCo. Brenda reported that the Board of Governors met on June 8th and that Laylee Rohani has completed her six-year term as chair. In Sherri Bell’s report to the board, she thanked Laylee for her service and introduced new ombudsperson, Rob Thompson. Sherri also acknowledged the 3000 students who graduated from the college this year and explained to the Board how those achievements were celebrated via social media. The Board approved the audited financial statements for the year ended March 31, 2020 and extended the appointment of KPMG as auditor for another year. In addition, the Board approved the Indigenization policy and revisions to the Sexual Violence and Misconduct policy. The Board also approved the 2020/2021 balanced budget of 150,016,525 with the acknowledgement that the board may need to adjust due to the pandemic. Monty Bryant is the new chair effective August 1, 2020.</p>	Brenda McBain

ITEM	PRESENTER
F. COMMITTEE REPORTS	
Education Council Policy and Standards Committee	Peter Moroney
<p>Peter Moroney reported that the committee met on June 1st; policy work included review of the revisions to the Grade Review and Appeals procedures and the Terms of Reference: Education Council Academic Appeals Panel policy following feedback from the May 20th EdCo. The committee also fine-tuned Academic Integrity policy. Scott also briefed the committee on the Academic Calendar and presented an early draft Academic Calendar policy needed to support the Calendar. The committee is meeting on July 16th to further review the Academic Calendar policy as well as the Standard for Awarding Credentials policy as the two policies are currently linked. Peter reported that the committee also met on June 10th to specifically review the Student Conduct policy prepared by Heather Cummings and provided feedback.</p>	
G. INTEGRATED CURRICULUM COMMITTEE REPORT	
Connie Klassen	
Regular Curriculum for Approval	
<p>Whereas: The Integrated Curriculum Committee has reviewed and did not have consensus to recommend full approval of the following curriculum:</p>	
<p>ENGL-021_IDS3901_Fall2021 ENGL-022_IDS3902_Fall2021 ENGL-023_IDS3903_Fall2021 ENGL-024_IDS3904_Fall2021 ENGL-025_IDS3905_Fall2021 ENGL-033_IDS3906_Fall2021</p>	
<p>Motion: That Education Council approves changes to the curriculum as submitted:</p> <p style="text-align: right;">Moved by: Isabel Grondin Seconded by: Debbie Hlady Motion Carried</p>	
H. ITEMS FOR ACTION	
Academic Integrity Policy	Peter Moroney/ Rashed Al-Haque
<p>See New DRAFT Policy Process Document Standards Document</p>	
<p>Motion to Approve: That Education Council approve the new Academic Integrity policy:</p> <p style="text-align: right;">Moved by: Richard Stride Seconded by: Chris Avis Motion Carried</p>	

ITEM	PRESENTER
<p>Grade Review and Appeals Policy</p> <p>See Revised Process Supporting Document</p> <p>Motion to Endorse: That Education Council endorse the revisions to the Process for Requesting Grade Review and Appeals Supporting Document that incorporate requests on compassionate grounds, subject to the approval of Academic Integrity and Student Conduct policies:</p> <p style="text-align: right;">Moved by: Debbie Hlady Seconded by: Scott Harris Motion Carried</p>	<p>Peter Moroney/ Rashed Al-Haque</p>
<p>Student Conduct Policy</p> <p>See New DRAFT Policy Procedures</p> <p>Motion to Endorse: That Education Council endorse the new Student Conduct policy going forward to the Board of Governors for approval:</p> <p style="text-align: right;">Moved by: Chris Avis Seconded by: Ryan Russell Motion Carried</p>	<p>Heather Cummings</p>
<p>Terms of Reference: Education Council Academic Appeals Panel</p> <p>See Policy Supporting Document</p> <p>Motion to Approve: That Education Council approve the Terms of Reference: Education Council Academic Appeals Panel policy supporting document:</p> <p style="text-align: right;">Moved by: Chris Avis Seconded by: Debbie Hlady Motion Carried</p>	<p>Peter Moroney/ Rashed Al-Haque</p>
<p>Managing Vacancies at Education Council</p> <p>See Discussion Paper</p> <p>Motion to Approve: That Education Council amend Section B.6 Education Council By-Laws g.3-1 as outlined in the Discussion Paper:</p> <p style="text-align: right;">Moved by: Bijan Ahmadi Seconded by: John Boraas Motion Carried</p>	<p>Peter Moroney/ Rashed Al-Haque</p>
<p>I. ADJOURNMENT</p> <p>The meeting adjourned at 5:30 pm.</p>	<p>Bijan Ahmadi</p>



Integrated Curriculum Committee Report

Ensuring that our students are provided with quality educational experiences

EX-250-003-001-002

Wednesday, Sept 9, 2020

Present: Connie Klassen (Chair), Emah Christiansen, Gillyan Haden, Heather delVillano, Ken Kosik, Lynelle Yutani, Mavis Smith, Nasr Khalifa, Peter Moroney, Ruth Lyall, Steven Rumpel, Melody Foreman (Resource)

Guests: Carl Everitt, Hospitality, Tourism & Golf Management

Charlotte Sheldrake, CETL

Monique Tatum, Business (Curriculum Support)

EDUCATION APPROVALS RENEWAL PROCESS

Peter Moroney updated the ICC on the status of the Education Approvals Renewal Process and briefed the committee on the pilot project to be undertaken Fall 2020, in anticipation of the new process in Jan 2021, by the School of Health & Human Services with Lynelle Yutani leading faculty through the process using forms in the Curriculog software system.

CURRICULUM FOR APPROVAL

None

CURRICULUM UNDER REVIEW

BUSINESS: HOSPITALITY, TOURISM & GOLF MANAGEMENT

[2021F BUS-125 IDS3912 CANCEL](#)

[2021F HMGMT IDS3911](#)

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](#)