



Education Council

Ensuring that our students are provided with quality educational experiences

AGENDA

Regular Meeting

Wednesday, Oct 16, 2024

4:00 – 6:00 pm

P216, LACC 321, 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 respectfully acknowledges that our campuses are situated on the territories of the Lək̓ʷəŋən (Songhees and Kosapsum) and WSÁNEĆ peoples. We honour their knowledge and welcome to all students who seek education here.</i> < http://camosun.ca/learn/school/indigenous-education-community-connections/about/index.html >	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 Meeting Minutes Sept 18, 2024	Bijan Ahmadi
4:20	REPORTS (6 MIN.)	
	Education Council Chair (2 min)	Bijan Ahmadi
	Provost and Vice President Education and Innovation (2 min)	John Boraas
	Board Member (2 min)	Dr. Monty Bryant
4:26	COMMITTEE REPORTS (4 MIN.)	
	Education Council Policy and Standards Committee	Peter Moroney
4:30	INTEGRATED CURRICULUM COMMITTEE REPORT (30 MIN.)	Chris Avis
	Curriculum for Presentation and Approval (25 min)	
	Creative Writing Certificate - Kristine Kerins	
	Technology Pathways Certificate of Completion – Saryta Schaerer	
	See ICC Monthly Report	
	Regular Curriculum for Approval	
	See ICC Monthly Report	



TIME	ITEM	PRESENTER
	Curriculum Under Review See ICC Monthly Report	
5:00	UPDATE - INDIGENOUS ADVISORY COMMITTEE CONSULT (10 MIN.)	Bijan Ahmadi
5:10	MEETING ADJOURNED	Bijan Ahmadi

Upcoming Meetings:

Regular Meeting
 Wednesday, Nov 20, 2024
 4:00 - 6:00 pm
 P216, LACC 321, MS Teams

Voting Council Members

- | | |
|--|-----------------------------------|
| 1. Alexis Martfeld, Faculty | 11. Mark Fournier, Faculty |
| 2. Andrea Kucherawy, Support Staff | 12. Michael Yiu, Faculty |
| 3. Bijan Ahmadi, Faculty | 13. Nicholas Read, Faculty |
| 4. Blair Fisher, Faculty | 14. Purav Yashpal, Student |
| 5. Courtney Neidig, Faculty | 15. Scott Harris, Administration |
| 6. Derek Murray, Faculty | 16. Steven Rumpel, Administration |
| 7. Heather del Villano, Administration | 17. Tia Primrose, Support Staff |
| 8. Isabel Grondin, Faculty | 18. Student (Vacant) |
| 9. John Boraas, Administration | 19. Student (Vacant) |
| 10. Lois Fernyhough, Faculty | 20. Student (Vacant) |

Members (Quorum = 11)

Non-Voting Council Members

Lane Trotter, President	Andrea Kucherawy, Permanent Secretary
Dr. Monty Bryant, Board of Governors	TBA, Indigenization Coordinator
Chris Avis, Interim ICC Chair	

Guests

Peter Moroney, Education Policy & Planning; Rob Thompson, Ombudsperson; TBD, Eyē? Sqá'lewen; Kristine Kerins, A&S, English Chair; Saryta Schaerer, T&T, Computer Science Chair; Cuma Yilmaz, T&T Faculty; Ayush Gujjar, Student.



For Information:

Education Council Executive:

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

Vice Chair: Andrea Kucherawy, Education Policy & Planning, 250-370-3037, KucherawyA@camosun.ca

Interim ICC Chair: Chris Avis, A&S, 250-370-3460, avisc@camosun.ca

Provost/VP Education: John Boraas, Provost and VP Education and Innovation, Interurban, 250-370-4543, boraas@camosun.ca

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

EPP Director: Peter Moroney, Education Policy & Planning, Lansdowne, 250-370-3249, moroney@camosun.ca

Permanent Secretary: Andrea Kucherawy, Education Policy & Planning, Lansdowne, 250-370-3037, edapprovals@camosun.ca



Education Council

Ensuring that our students are provided with quality educational experiences

DRAFT Minutes

REGULAR MEETING

Wednesday, Sept 18, 2024

4:00 - 6:00 pm

P216, LACC 321, MS Teams

Present

Voting Members

- | | |
|---|-----------------------------------|
| 1. Alexis Martfeld, Faculty | 9. John Boraas, Administration |
| 2. Andrea Kucherawy, Support Staff (Vice-Chair) | 10. Lois Fernyhough, Faculty |
| 3. Bijan Ahmadi, Faculty (Chair) | 11. Mark Fournier, Faculty |
| 4. Blair Fisher, Faculty | 12. Michael Liu, Faculty |
| 5. Courtney Neidig, Faculty | 13. Scott Harris, Administration |
| 6. Derek Murray, Faculty | 14. Steven Rumpel, Administration |
| 7. Heather del Villano, Administration | 15. Tia Primrose, Support Staff |
| 8. Isabel Grondin, Faculty | |

Non-Voting Members

- | | |
|-------------------------------------|---------------------------------|
| Christopher Avis, Interim ICC Chair | TBA, Indigenization Coordinator |
|-------------------------------------|---------------------------------|

Guests: Peter Moroney, Education Policy & Planning; Rob Thompson, Ombudsperson; Cuma Yilmaz, T&T Faculty

Regrets/Absent: Lane Trotter, Monty Bryant, Nicholas Read, Purav Yashpal

ITEM	PRESENTER
<p>A. CALL TO ORDER AND DECLARATION OF QUORUM</p> <p>The regular meeting was called to order at 4:02 pm. Quorum was reached.</p>	Bijan Ahmadi
<p>B. ACKNOWLEDGEMENT OF COAST SALISH TERRITORY</p> <p><i>Camosun College campuses are located on the traditional territories of the Ləkʷəŋən 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></p>	Bijan Ahmadi
<p>C. CHECK-IN</p> <p>Bijan welcomed the Council, new members, and guests to the meeting. Breakout groups were set up for members to introduce themselves and share with their group about what has excited them recently.</p>	Bijan Ahmadi

ITEM	PRESENTER
<p>D. ACCEPTANCE OF AGENDA</p> <p>The agenda for Sept 18, 2024 was approved by unanimous consent.</p>	Bijan Ahmadi
<p>E. MINUTES FOR APPROVAL</p> <p>The minutes for the June 12, 2024 Special Election and Regular meetings were approved by unanimous consent.</p>	Bijan Ahmadi
F. REPORTS	
<p>1. Education Council Chair</p> <p>Bijan recognized Rob Thompson (Ombudsperson) as a guest and thanked him for his interest in Council. He acknowledged Peter Moroney as a guest and reminded members that there were no concerns around a revision to the bylaws to correct an errata around the placement of the Director of Education Policy and Planning as a non-voting council member. This is recognized in the EdCo Members’ Guidebook, as well as the revision of the Permanent Secretary to the Education Council Coordinator role.</p> <p>Bijan reminded Council of the upcoming by-election. Nominations are open for the three remaining student positions that are available. He encouraged members to advise students who may be interested.</p>	Bijan Ahmadi
<p>2. Provost and VP Education and Innovation</p> <p>John welcomed everyone to another semester of the good work that we all do. He reported that the first meeting of the Artificial Intelligence Task Force is next week, with a good cross section of faculty, staff, administration, and students. This includes Bijan in his role as Education Council Chair. The purpose of the task force is to guide the number of projects and the work that needs to occur so that we’re well prepared for seeing both the student use of AI and how we use it operationally at the college in an ethical and good way. Council will be updated on the task force progress.</p> <p>In recognition of John’s upcoming retirement, Mark Fournier expressed his appreciation for John’s many years of service to the College, to Education Council, and for his support, guidance, wisdom, and leadership.</p>	John Boraas
<p>3. Board Member</p> <p>Bijan reported that the Board had their welcome meeting on September 16 and had the opportunity to meet the new member and discuss meeting operations. A short video on Robert’s Rules was shown and the link to that video will be provided to EdCo members.</p>	Bijan Ahmadi (for Monty Bryant)
G. COMMITTEE REPORTS	

ITEM	PRESENTER
<p>Education Council Policy and Standards Committee</p> <p>Pete reported that the committee’s first meeting will be on September 27. The Education Council bylaws will be coming back again, and several other policy items are still being worked on. He extended an invitation to Council for anyone to attend any of the meetings as a guest. He reviewed the committee’s membership list and noted that they are seeking new members and that those interested can initiate by first attending as a guest.</p>	Peter Moroney
<p>H. INTEGRATED CURRICULUM COMMITTEE REPORT</p>	Christopher Avis
<p>Chris expressed his thanks to John for all his work regarding the Education Approvals process and the addition of Curriculog. He extended his appreciation to John and Connie Klassen for the introduction of the Faculty Curriculum Leads. Chris invited members who are either involved in bringing curriculum through the Ed Approvals process or are simply curious about the committee’s workings to attend a meeting as guests.</p> <p>He informed Council curriculum that there was no regular curriculum for approval and provided an overview of the curriculum that is currently under review.</p>	
<p>I. NEW EDUCATION COUNCIL MEMBERS’ WELCOME/ORIENTATION</p>	Bijan Ahmadi
<p>Bijan provided a welcome orientation for new and current members. He offered new members to reach out to him for further guidance and/or to be connected with another member for support.</p> <p>The 2024-2025 EdCo Members’ Guidebook and Welcome Orientation slide deck are posted on the EdCo SharePoint.</p> <p>Bijan encouraged all Council members to read the Guidebook and reach out to him with any questions, points, or concerns.</p>	
<p>J. ADJOURNMENT</p>	Bijan Ahmadi
<p>The meeting adjourned at 5:20 pm.</p>	



Integrated Curriculum Committee Report

Ensuring that our students are provided with quality educational experiences

EX-250-003-001-002

Wednesday, Sept 11, 2024 (Regular meeting)

Present: Chris Avis (Interim Chair), Pauline Nantes, Kirsten Bunton, Julia Grav, Melissa Mills, Jana Suraci, John Telford, Mavis Smith, Natasha-Faye Parrish, Peter Moroney, Andrea Kucherawy (Resource)

Regrets: N/A

Guests: Kristine Kerins, A&S, English Chair; Sarah-Joy Kallos, Co-op & Internship Coordinator; Jennifer Phillips, Co-op & Internship Coordinator

Monday, Sept 16, 2024 (Carry-Over meeting)

Present: Chris Avis (Interim Chair), Pauline Nantes, Kirsten Bunton, Julia Grav, Melissa Mills, Jana Suraci, John Telford, Mavis Smith, Natasha-Faye Parrish, Peter Moroney, Andrea Kucherawy (Resource)

Regrets: N/A

Guests: Saryta Schaerer, T&T, Computer Science Chair; Nicholas Read, BUS, Applied Business Technology Chair

Wednesday, Sept 25, 2024 (Carry-Over meeting)

Present: Chris Avis (Interim Chair), Pauline Nantes, Kirsten Bunton, Julia Grav, Melissa Mills, Jana Suraci, Mavis Smith, Natasha-Faye Parrish, Peter Moroney, Andrea Kucherawy (Resource)

Regrets: John Telford, Jody Watson, HHS, CFCS Program Lead

Guests: Dwayne Pettyjohn, HHS Associate Dean; Ruthanne Orihuela; A&S Associate Dean; Mandy Hayre, HHS, Dental Asst & Hygiene Chair; Sarah-Joy Kallos, Co-op & Internship Coordinator; Jennifer Phillips, Co-op & Internship Coordinator; Katya Bissky, A&S SCS

CURRICULUM FOR APPROVAL

CURRICULUM FOR PRESENTATION AND APPROVAL

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

A&S: ENGLISH

[Creative Writing \(Cert\)](#)

[ICC Feedback](#)

[CRWR 102](#)

T&T: COMPUTER SCIENCE

[Technology Pathways Certificate of Completion](#)

[ICC Feedback](#)

[TECN 095](#)

Motion: That Education Council approves the curriculum as submitted:

Moved by:
Seconded by:

REGULAR CURRICULUM

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

BUS: BUSINESS ADMIN DIPLOMAS

[BUS ADM – Accounting](#)

[ICC Feedback](#)

[BUS ADM – Finance](#)

[BUS ADM – General Management](#)

[BUS ADM – Marketing](#)

[Public Administration](#)

BUS: APPLIED BUSINESS TECHNOLOGY

[BUS 140](#)

[ICC Feedback](#)

HHS: DENTAL ASSISTANT & HYGIENE

[Dental Hygiene \(Bachelor Science\)](#)

[ICC Feedback](#)

HHS – COMMUNITY FAMILY CHILD STUDIES

[MHA 140](#)

[ICC Feedback](#)

A&S/BUS

[University Transfer](#)

[ICC Feedback](#)

[ART 201](#)

Motion: That Education Council approves changes to the curriculum as submitted:

Moved by:
Seconded by:

CURRICULUM UNDER REVIEW

N/A

APPROVED CATEGORY 3 CURRICULUM CHANGES & POST-EDCO ERROR CORRECTIONS

Approved Category 3 (Dean Approval), Category 3 (VP Ed Approval) (Program Suspensions), and Post-EdCo Error Corrections (Ed Approvals/RO Only form) are accessible for members to review from the [Ed Approvals SharePoint](#), with directions under the [Training Module for EdCo Members](#).