



Sept 26 Minutes (Electronic)

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EX-250-002-002 (2011-09-26)

EDUCATION COUNCIL**APPROVED Minutes of the Meeting****Monday, Sept 26, 2011, 3:50 -6:00****CC 321, Interurban****PRESENT**

- Baldev Pooni (Administration)
- Barbara Herringer (Administration)
- Bradley Clements (Student)
- Carly Hall (Faculty), Vice-Chair
- Cynthia Wrate (Faculty)
- Darragh Grove-White (Student)
- Gail Baxter (Support Staff)
- Joanne Cumberland (Support Staff)
- John Gordon (Faculty)
- Karin Kaercher (Faculty)
- Kathy Tarnai-Lokhorst (Faculty), Chair
- Nancy Sly (Faculty)
- Nicole Greengoe (Administration)
- Patricia Gaudreault (Faculty)
- Paul Brady (Faculty)
- Shelley Butler (Permanent Secretary)
- Stephen Bishop (Faculty)
- Thea Todd (Faculty)

REGRETS / ABSENT

- Kathryn Laurin (President)
- Sarah Loewen (Administration)

GUESTS

- Debbie Sargent, Health and Human Services
- Gloria Darroch, Cooperative Education and Continuing Education
- Ian Humphries, Business
- Matthew Martin, Student
- Rowan Epp, Student
- Val Montague, Continuing Education

MEETING**1. EDUCATION COUNCIL GROUP PICTURE**

Jason King from Audio Visual took a group picture of the 2011-2012 council for our website.

2. CALL TO ORDER & DECLARATION OF QUORUM

The Regular Meeting was called to order at 4:08 by Kathy Tarnai-Lokhorst Education Council Chair.

3. ACKNOWLEDGEMENT OF COAST SALISH TERRITORY

Kathy acknowledged 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.

4. ACCEPTANCE OF AGENDA

The Sept 26, 2011 agenda was accepted via a unanimous consent.

5. APPROVAL OF MINUTES

The June 20 2011 Regular Minutes and the Special Meeting Minutes were accepted as presented via a unanimous

consent.

6. INTRODUCTIONS & ROUND-TABLE CHECK-IN

Kathy requested members describe their mood/feelings that day as in one word to acknowledge and give voice to the emotional climate of the members.

7. EDUCATION COUNCIL CHAIR'S REPORT

Kathy noted that she attended the first Board meeting of the 2011-2012 academic year. The new chair of the Board is Kyman Chan. The past chair Lynda Farmer will be staying on the Board. The Board discussion focused on the College's new [Strategic Plan](#). Kathy noted that Education Council, like the Board, will be looking to ensure all our activities for the upcoming year align with the Strategic Plan.

Kathy also noted that the Board reviewed Camosun's latest Institutional Accountability Plan and Report. The report notes such things as our institutional accomplishments & highlights, institutional overview, planning context (i.e. environmental scan, etc.), goals and objectives, and strategic objectives, performance measures and targets. Kathy noted that we did see some improvements in the report (i.e. in the area of literacy).

Kathy noted that Education Council currently does not have a Board Representative. She has requested that the Board appoint a Board to become the Education Council rep. This request is in process.

Kathy also gave a brief background on the various ad-hoc and standing committees of Education Council and asked if members wished to continue with the committee or if any new members were interested in joining a committee:

- **EdCo Approvals Review and Renewal Committee** – Karin gave some additional information on the work of this committee and clarified her role as a facilitator of the group.
Members: Stephen, Patricia, Nancy, Carly, Kathy, Karin (facilitator), John, Nicole, Shelley.
- **EdCo By-Laws Committee** - *Members: Kathy, Nicole, Baldev, Cynthia, Matthew Martin (?), Shelley*
- **Awards Committee** – *Members: Joanne, Karin, Patricia, Shelley, and other non-EdCo committee members, Anne Gilbody, Doug Crowther, Franklyn Roy.*

8. VP EDUCATION & STUDENT SERVICES REPORT – Baldev Pooni

Baldev advised Education Council members to keep their eyes open for a Cam News Article on Wednesday regarding the Strategic Plan. He noted that the article will note the nine (9) items identified in the implementation plan and the champions that will be leading them.

9. COLLEGE CURRICULUM COMMITTEE REPORT – Nicole Greengoe

Nicole briefed the council regarding a vacant seat on CCC for a student member.

Nicole presented the CCC report as follows:

a. Presentation – Proposed Certificate in Herbal Studies – Val Montague

Val presented the proposed Certificate in Herbal Studies. Herbal Medicine is the ancient use of plant remedies in the treatment of disease. Modern science now allows us to better understand their healing powers and how they can complement traditional medicine. The philosophy behind herbal medicine is to treat the person, not the disease. Our six-month part-time program educates students to safely create effective, simple, affordable herbal medicines for personal use, using sustainable practices. Students will:

- Learn how to identify and use local wild and cultivated healing herbs.
- Become knowledgeable in Western, Ayurvedic, and traditional Indigenous philosophy and their use of herbs.
- Create effective, simple, affordable herbal medicines for personal use and learn about sustainable herbal practices.
- Apply a holistic approach to health and healing with herbs using modern science to enhance and complement your knowledge, efficacy and safety

Students will explore traditional and western approaches of using herbs for different body systems and will compare and contrast commercially available herbal remedies. The program theory includes an introduction to the physical structure and systems of the human body. Legal and ethical considerations of practicing herbalism will also be discussed. The practical component of this program, "Learning on the Land", includes hands-on herb identification, harvesting, and medicine making for personal use. Students are also introduced to the western herbal approach of using herbs for different body systems and will compare and contrast commercially available herbal remedies.

As the herbal industry is not presently regulated, this credential provides validation that the student has received a quality education from a reputable public post-secondary institution. While many students will choose to attend for personal interest, this credential serves to raise the standard of the industry and helps to promote a broader acceptance of holistic medicine. This program provides a strong foundation for students to create herbal remedies for personal use and to apply their knowledge in a community setting. Students may pursue continuing education towards professional membership in the American Herbalist Guild.

Questions and discussion followed.

Motion

It was moved by and seconded by College Curriculum Committee that Education Council approves the proposed curriculum changes to:

- Herbal Studies (Certificate in) (Substantive/Major Addition (New))** - New Program/Credential (ID 6644)
- HERB 501V History of Herbal Medicine (Substantive/Major Addition (New))** - New Course (ID 6645)
- HERB 502V Holistic Anatomy & Physiology (Substantive/Major Addition (New))** - New Course (ID 6646)
- HERB 503V Holistic Consulting Process (Substantive/Major Addition (New))** - New Course (ID 6647)
- HERB 504V Materia Medica (Substantive/Major Addition (New))** - New Course (ID 6648)
- HERB 505V Learning on the Land (Substantive/Major Addition (New))** - New Course (ID 6649)

Motion Carried.

b. Bachelor of Business Administration (BBA) Work Experience Courses

1. Reduce the number of BBA work experience courses from two (2) 360 hours courses to one(1) 420 hour course.
2. Cancel the current BBA work experience courses - BUS 399 (360 hours) and BUS 499 (360 hours).
3. Replace the cancelled BBA work experience courses with new ACCT 499 (420 hours), or HRML 499 (420 hours), or MARK 499 (420 hours) depending on the student's BBA program.

The school notes that one work experience satisfies the work experience set by the DQAB and reduces the total length time to complete the BBA without sacrificing academic quality. Also, some limited work opportunities may cause the graduation of some students to be delayed because they cannot find a suitable second work term. Note that the change will also be consistent with the COOP 201 option in the program, which requires 420 hours, and thereby ensures equal work experience requirements for both coop and non-coop students. The school and Co-op will be working together to develop a communications plan to communicate the proposed changes to students. It is also the intent of the program to recognize students that have existing relevant work experience via the PLA route, and strongly recommend that students without work experience enrol in Coop.

Note that there was no consensus reached with regard to a recommendation for approval from the CCC due to an outstanding concern regarding the application of Prior Learning Assessment (PLA) for students that wished to use the PLA process for work gained while a student in the program. It was noted by some CCC members that this watered down our definition and process of PLA, that it challenged the value of Cooperative Education, and that there was a strong potential for confusion for employers in the community regarding whether they were employing a Camosun student enrolled in a work experience course or not. The CCC forwarded to Education Council for decision.

Questions and discussion followed. Note that Ian and Gloria answered questions or clarified information as requested.

Baldev noted that it is the College Administration's responsibility to find operational solutions for recognizing work experience that a student may bring into or complete while in a program or course. He will review the issue with the affected parties to find a solution

Motion

It was moved by Stephen Bishop and seconded by Darragh Grove-White that Education Council approves the proposed curriculum changes to:

- Business Admin, Accounting Major (Bachelor of) (Substantive/Major Revision)** - Program Description, Program Content, Program Completion Requirements (ID 6315)
- ACCT 499 Unsupervised ACCT Work Exp (Substantive/Major Addition (Replacement))** - New Course (ID 6316)
- HRML 499 Unsupervised ACCT Work Exp (Substantive/Major Addition (Replacement))** - New Course (ID 6318)
- MARK 499 Unsupervised ACCT Work Exp (Substantive/Major Addition (Replacement))** - New Course (ID 6317)
- BUS 399 Work Term 1 (Substantive/Major Cancellation (Replacement))** - Cancel Course (ID 6332)
- BUS 499 Work Term 2 (Substantive/Major Cancellation (Replacement))** - Cancel Course (ID 6333)

Motion Carried.

Abstain (2) – Joanne Cumberland, Bradley Clements and Darragh Grove-White

c. Associate Degree of Arts and Associate Degree of Science

Following a program review and renewal and based on data and feedback provided, revisions were made to the Associate of Arts and Associate of Science degree programs. Revisions were made to program description and learning outcomes, and the Associate Degree of Science admission requirements. It was also determined through this process that a number of the specific discipline options in the program would be cancelled mainly due to low enrolments. It was determined that it is more viable to put resources into the promotion of the Diploma of Arts and Science than a number of the Associate Degree discipline options, which are very restrictive re. program content/completion requirements.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

Associate Degree () (Substantive/Major Revision) - Program Description, Program Admission Requirements, Learning Outcomes (ID 6642)

Anthropology (Associate Degree of Arts) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6651)

Asia-Pacific Studies (Associate Degree of Arts) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6652)

Chemistry (Associate Degree of Science) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6658)

Computer Science (Associate Degree of Science) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6659)

French (Associate Degree of Arts) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6653)

Geographic Information Science (GIS) (Associate Degree of Science) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6660)

Geography (Associate Degree of Arts) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6654)

Geography (Associate Degree of Science) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6663)

Math & Physics (Associate Degree of Science) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6661)

Philosophy (Associate Degree of Arts) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6655)

Physics (Associate Degree of Science) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6662)

Political Science (Associate Degree of Arts) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6656)

Sociology (Associate Degree of Arts) (Substantive/Major Cancellation (No Replacement)) - Other: Cancel Program Discipline (ID 6657)

Motion Carried.

Abstain: Bradley Clements

d. HIST 290

New Course. Created at the suggestion of the Chair of History at the University of Victoria. These special topics courses permits history instructors to offer a variety of courses in areas of expertise. Instructors may use these courses to gauge student interest in a particular topic before offering a course on a regular basis for unassigned credit.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

HIST 290 Special Topics in History (Substantive/Major Addition (New)) - New Course (ID 6518)

Motion Carried.

Abstain: Bradley Clements

e. MATH115, 187, and 189

MATH 115 – Increase hours from 5 to 6 a week and reduce the pre-requisite from an “A” to a “B” in Math 11. The increase in hours will allow for moving through content a bit more slowly, adding “just-in-time” review as needed. In addition the learning outcomes have been regrouped. Note that for pre-requisite and credential purposes the proposed version of the course is equivalent to the old version of the course.

MATH 187 and 189 – Simplify the pre-requisite by removing MATH 110, as the MATH 110 content is recommended by not required to succeed in the course.

Questions and discussion followed.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

MATH 059 Math for Ship Stability (Substantive/Major Addition (New)) - New Course (ID 6494)

Motion Carried

f. Diploma in Golf Management

Move GOLF 114 from year 1 to year 2 as it was better for workload balance for students.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

Golf Management (Diploma in) (Substantive/Major Revision) - Program Content (ID 6544)

Motion Carried

g. BUS 210, BUS 380, and MARK 225

BUS 210 - Remove the existing pre-requisite of BUS 110, or 150, or PADM 112, and add a pre/co-requisite of BUS 150 to ensure students have greater flexibility in completing the Advanced Diploma in a timely fashion by removing barriers that have been created by unnecessary pre-requisites.

BUS 380 - Add 1 hour a week (from 3 to 4) to course hours to allow for greater time to explore themes and course content to a level where students are able to deliver projects and assignments that reflect the course requirements.

MARK 225 – Add 1 hour a week (from 3 to 4) to provide a greater grounding in Public relations writing, etc. and to make the course time consistent with other required and elective courses in the diploma and BBA programs. In addition, a learning outcome was added related to the development of public relations writing skills.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

BUS 210 HR Management Foundations (Substantive/Major Revision) - Course Pre-Requisite (relax), Course Pre/Co-Requisite (increase) (ID 6541)

BUS 380 New Venture Development (Substantive/Major Revision) - Course (Activity) & Hours (ID 6543)

MARK 225 Public Relations (Substantive/Major Revision) - Course (Activity) & Hours , Learning Outcomes (ID 6542)

Motion Carried

h. BUS 285

New Course. Traditionally, professional identity has been formed primarily in the workplace with little conceptual support from undergraduate curriculum. Professionalism is now considered a fundamental competency in many careers. As educators, we must define professionalism, deliberately teach it, and assess our students. This course is more than a course in ethics and etiquette. It complements the student's discipline specific knowledge with a professional toolkit for their working lives.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

BUS 285 Workplace Professionalism (Substantive/Major Addition (New)) - New Course (ID 6540)

Motion Carried

i. ELC 150B

New Course. This bridging course has been developed for students who completed the 2 credit Health, Safety and Nutrition course (ECCE 150). The revised Health/Safety & Nutrition course (ELC 150) is 3 credits and has integrated concepts from the former second year Health and Safety course (ECCE 220). The bridging course includes the outstanding concepts and content required to demonstrate the learning outcomes of ELC 150.

Motion

It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:

ELC 150B Health/Safety/Nutrition Bridge (Substantive/Major Addition (New)) - New Course (ID 6650)

Motion Carried

10. STUDENT APPEAL POLICY – Baldev Pooni

Baldev was going to present the housekeeping revision to change the contact number from the VP Ed & SS office to the Board. However, he has pulled the agenda item at this time for further review.

11. DRAFT LEARNING OUTCOMES STANDARD – Shelley Butler

Shelley presented the draft Learning Outcomes Standard for review. Shelley is seeking input from Education Council re. the DRAFT document. Send any feedback to Shelley. Once feedback has been received, it will be assessed and where appropriate it will be incorporated into the document. The document will then be circulated to EMT, EMOT and CCC for additional review/feedback. It will finally be returned to Education Council for review and approval.

12. NEXT REGULAR MEETING

Monday, Oct 17, 2011

4:00-6:00

Interurban, CC 321

13. ADJOURNMENT

The meeting adjourned at 5:50 pm.

| |
|---|
| Baldev Pooni Approve |
| Bradley Clements Approve |
| Barbara Herringer Approve |
| Carly Hall Approve |
| Cynthia Wrate Approve |
| Darragh Grove-White Vote Pending |
| Gail Baxter Approve |
| Joanne Cumberland Approve |
| John Gordon Approve |
| Karin Kaercher Approve |
| Kathy Tarnai-Lokhorst Approve |
| Nancy Sly Approve |
| Nicole Greengoe Vote Pending |
| Patricia Gaudreault Approve |
| Paul Brady Approve |
| Sarah Loewen Vote Pending |
| Stephen Bishop Vote Pending |
| Thea Todd Approve |
| Comments I would like it noted that I abstained from voting on motions "b," "c" and "d". Bradley Clements Student Representative (Shelley) - Okay. It will be noted. |
| Academic Year 2011-2012 |
| Status Approved |
| Actively Viewable Yes |

Last modified at 10/12/2011 9:23 AM by Shelley Butler