



Oct 17 Minutes for Approval

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EX-250-002-002 (2011-10-17)

EDUCATION COUNCIL

APPROVED Minutes of the Meeting

Monday, Oct 17, 2011, 4:00-6:00

CC 321, Interurban

PRESENT

1. Baldev Pooni (Administration)
2. Barbara Herring (Administration)
3. Bradley Clements (Student)
4. Carly Hall (Faculty), Vice-Chair
5. Cynthia Wrate (Faculty)
6. Darragh Grove-White (Student)
7. Gail Baxter (Support Staff)
8. George Ivanishvili (Board)
9. Joanne Cumberland (Support Staff)
10. John Gordon (Faculty)
11. Karin Kaercher (Faculty)
12. Kathryn Laurin (President)
13. Kathy Tarnai-Lokhorst (Faculty), Chair
14. Nancy Sly (Faculty)
15. Nicole Greengoe (Administration)
16. Patricia Gaudreault (Faculty)
17. Paul Brady (Faculty)
18. Sarah Loewen (Administration)
19. Shelley Butler (Permanent Secretary)
20. Stephen Bishop (Faculty)
21. Thea Todd (Faculty)

REGRETS / ABSENT

Nil

GUESTS

Nil

MEETING

a. CALL TO ORDER & DECLARATION OF QUORUM

The Regular Meeting was called to order at 4:03 by Kathy Tarnai-Lokhorst Education Council Chair.

b. 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.

c. ROUND-TABLE CHECK-IN

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

d. ACCEPTANCE OF AGENDA

The Oct 17, 2011 agenda was accepted unanimously.

e. APPROVED MINUTES

The Sept 26, 2011 minutes were approved via an electronic vote on Oct 11, 2011. They were presented for information only.

f. REPORTS

a. EDUCATION COUNCIL CHAIR'S REPORT

Kathy welcomed George Ivanishvili to Education Council as the Board representative. She also noted the newest student member Deana Srdic, who was recently acclaimed to Education Council. She will begin her term on Nov 1, and we see her at our next meeting. Kathy also noted that she participated in the United Way Camosun College Steering Committee Chopper Challenge, whereby she and fellow teammates pulled a Sea King helicopter. She will also be attending the upcoming Academic Governance Council meeting. The group is made up of other Education Council Chairs, and Senate Chairs from colleges and universities.

b. VP EDUCATION & STUDENT SERVICES REPORT – Baldev Pooni

Baldev gave a summary of latest recruitment and retention data. Our enrolments and course registration is down, but overall our retention is up due to strategies we are employing in our Strategic Enrolment Management Plan; however, Baldev noted a couple of areas for improvement: International Education and the Trades. Camosun currently has a number of barriers for International students so we will be looking at how we can reduce these in order to bring more of these students to our College. In addition, Kelly Betts of the South Island Partnership has been asked to work on a provincially funded project to better transition trades students into the post-secondary sector so we hope to be able to improve our numbers via this project.

c. BOARD REPORT – Kathy Tarnai-Lokhorst

George Ivanishvili is the new Board representative. George is also a student at Camosun and serves on the Camosun College Student Society. George wished to inform Education Council members that he will be discussing student participation on the various curriculum committees at the upcoming Student Society meeting.

Kathy gave the Board report as George just started his term on Education Council.

th

Kathy noted that the Board is discussing ways to celebrate the upcoming 40 anniversary of the College. They also discussed the recent recruitment and retention data.

h. COMMITTEE REPORTS

a. AWARDS COMMITTEE – Nicole Greengoe, Committee Member

The Education Council Awards Committee received 3 nominations for this year's Lt. Governor's Silver Medal Award. The Lieutenant-Governor of British Columbia annually awards a medal to a student graduating from a one-year or shorter program. The recipient must have an excellent academic record and have contributed positively to the college or community at large. The Awards Committee selected Charlene Caldwell as this year's recipient for the award. Charlene made notable contributions to college and community, and graduated in the Advanced Diploma in Human Resource Management program with a GPA of 7.3.

Charlene was nominated by faculty members Robin McQueen and Shari Corrigan in the School of Business. Shari notes that Charlene "has developed into such a strong leader among her peers (...) by assisting in the creation and development of the Camosun DECA Chapter (...) DECA prepares emerging leaders and entrepreneurs (...) but it also encourages chapters to develop a civic consciousness (...) as a founding member, Charlene assisted in the development of a chapter constitution and lobbied the Dean's office to support the chapter, the very first in Western Canada". In addition to the founding of DECA, Charlene volunteered in the Choices Adoption Annual Art Auction, The Victoria Tea Festival, Camosun Open House, School of Business Orientation Day, First Annual DECA Leadership Conference, and various fundraising events for chapter members to offset travel costs to competitive events. Shari, in her letter of recommendation, concludes that "Charlene was able to maintain a strong academic performance while simultaneously committing countless hours of service to the college, her employer, and volunteer activities in the broader Victoria community. Because of this she is truly deserving of the Lt. Governor's Silver Medal Award". Charlene noted in her own words that volunteering with DECA and as their Vice-President of Marketing and Recruitment allowed her the opportunity to "make a difference in the lives of the students". In addition to her work with DECA, Charlene also volunteered for the Burnside Gorge Community Santa's Pancake Breakfast and for "goBEYOND" to put on a seminar about sustainability in the workplace and "enrich lives at Camosun College".

Motion

The Education Council Awards Committee have moved and seconded that Education Council award the Lt. Governor's Silver Medal to Charlene Caldwell.

Motion Carried.

b. EDUCATION BY-LAWS COMMITTEE – Baldev Pooni, Committee Chair

The VP Ed & SS Divisional Office will conduct an initial review of the By-laws in preparation for the sub-committee review. The draft revisions will be shared with

the By-Law committee for review and discussion. The final draft will be forwarded to Education Council for review and approval.

c. EDUCATION APPROVALS REVIEW AND RENEWAL – Karin Kaercher, Committee Facilitator

Karin noted the committee will be meeting on Oct 26. An update will be given at the next Education Council meeting.

d. ALTERNATIVE AND ELECTIVES – Kathy Tarnai-Lokhorst, Committee Member

Kathy noted a meeting is scheduled and an update will be given at the next Education Council meeting.

e. COLLEGE CURRICULUM COMMITTEE REPORT – Nicole Greengoe, Committee Chair

Nicole presented the CCC report as follows:

1. Diploma in Indigenous Studies

To increase the four (4) Circle Seminar courses in the program by 30 min. each from 1 hour to 1.5 hours a week to ensure students are given enough time to be heard. Current student feedback has indicated students don't feel that they have been allotted enough time. This also increases the course credits from 1.0 to 2.0, and the overall program credits from 64 to 68. Questions and discussion followed.

Motion

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

Indigenous Studies (Diploma in) (Substantive/Major Revision) -

Program Content (ID 6797)

IST 111 Circle Seminar 1 (Substantive/Major Revision) - Course (Activity) & Hours, Course Credits (ID 6798)

IST 112 Circle Seminar 2 (Substantive/Major Revision) - Course (Activity) & Hours, Course Credits (ID 6799)

IST 211 Circle Seminar 3 (Substantive/Major Revision) - Course (Activity) & Hours, Course Credits (ID 6800)

IST 212 Circle Seminar 4 (Substantive/Major Revision) - Course (Activity) & Hours, Course Credits (ID 6801)

Motion Carried.

Abstention – Bradley Clements

2. Diploma in Applied Chemistry and Biotechnology and CHEM 224

1. **Diploma** - As a result of Program Review and Renewal, the program learning outcomes have been substantially revised. In addition, MATH 116 (one of two math options) has been removed from Program Content due to articulation issues and BIOL 230 (one of 4 science options) has been included as it is in alignment with the newly defined program learning outcomes.

2. **CHEM 224** – Remove the math pre/co-requisites as the statistical content

presented in them will now be covered in the CHEM 224 course. This brings this course into alignment with the other four research universities and gives students more flexibility as to when their math courses are taken.

Motion

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

Applied Chemistry & Biotechnology (Diploma in) (Substantive/Major Revision) - Program Content, Learning Outcomes (ID 6672)

CHEM 224 Analytical Chemistry (Substantive/Major Revision) - Course Pre/Co-Requisite (relax) (ID 6671)

Motion Carried

3. BUS 261 (new course) and cascading changes

New (replacement) course. This course was originally known as TMGT 261 and restricted to tourism program students. With the suspension of the tourism programs for 2011/12 there was an opportunity to refresh the curriculum to serve a wider student population.

Motion

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

BUS 261 Business and Sustainability (Substantive/Major Revision(Replacement)) - New Course (ID 6750)

TMGT 261 Sustainability (Substantive/Major Cancellation (Replacement)) - Cancel Course (ID 6755)

Business Admin, Marketing (Diploma in) (Substantive/Major Revision) - Program Content (ID 6752)

Business Admin, Tourism Management (Diploma in) (Substantive/Major Revision) - Program Content (ID 6751)

Golf Operations (Advanced Diploma) (Substantive/Major Revision) - Program Content (ID 6753)

Tourism & Business (Certificate in) (Substantive/Major Revision) - Program Content (ID 6754)

Motion Carried

4. Diploma in Sport Performance

Remove the "UT" from the academic elective restriction on the Sport Performance Diploma. It is proposed that students have the opportunity to choose non-university transfer (UT) courses that fit with their career and professional goals. This will improve flexibility in course offerings and

enhance retention of students as they choose courses more appropriate to their needs.

Motion

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

Sport Performance (Diploma in) (Substantive/Major Revision) - Program Content (ID 6760)

Motion Carried

5. BUS 150 - revision

The proposed revisions are the result of a review and renewal of the course. The course is no longer the anchor to the School of Business' Integrated Business Case experience. The course will now focus on management and organizations.

Motion

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

BUS 150 Introduction to Management (Substantive/Major Revision) - Course Calendar Description, Course Pre-Requisite (alternate), Learning Outcomes (ID 6749)

Motion Carried

6. BUS 217 - revision

The proposed revisions are the result of a review and renewal of the course (the first since its inception over 10 years ago). The proposed revisions are to evolve the course into a skills-based communication course to attract students from all business programs (not only Human Resource students) and provide them with “ready-to-wear” communication and interpersonal skills to use when they are coaching, consulting, or leading in the workplace.

Motion

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

BUS 217 Effective Workplace Interaction(Substantive/Major Revision) - Course Title, Course Calendar Description , Course (Activity) & Hours, Learning Outcomes (ID 6756)

Motion Carried.

Abstention – Bradley Clements

7. BUS 421 -revision

The proposed change is a result of a program review for the Advanced Diploma in Human Resources Management. The review noted the need for

students to have greater flexibility to course offering and to remove unnecessary pre-requisite barriers. After the review it was determined that the pre-requisites required could be reduced and still be sufficient to provide the necessary preparation for the BUS 421 course.

Motion

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

BUS 421 Strategic Human Resources Management (Substantive/Major Revision) - Course Pre-Requisite (relax) (ID 6759)

Motion Carried

8. ABT 118 - revision

Reduce credits based on the new credit model, add an additional pre-requisite and remove four pre/co-requisites as they are not necessary for student success, and remove one learning outcome as it is covered in detail in another course in the program.

Motion

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

ABT 118 Office Procedures (Substantive/Major Revision) - Course Pre-Requisite (increase), Course Pre/Co-Requisite (relax), Course Credits, Learning Outcomes (ID 6796)

Motion Carried

g. DISCUSSION

Access to Curriculum Change Documentation

Some Education Council members expressed a desire to have access to the detail of the curriculum changes they were voting on. Education Council members discussed how much information would be required to support a vote. Education Council fully supports the work of the CCC and recognizes the great amount of time they commit; however a desire was expressed by some Education Council members to know more about the conversations that occur at the CCC table. This was to fully understand what was explored and whether any issues may still exist. In impromptu meeting was planned following the regular Education Council meeting to explore the Share Point site in more detail and verify if the information requested is already easily available.

h. ANNOUNCEMENTS

Town Hall Meetings – Strategic Plan Inspiring Lives

Kathryn noted that there were two town hall meetings this week (one at

Interurban and one at Lansdowne) to encourage dialogue and conversation regarding the new Strategic Plan. Council Members are encouraged to attend.

Municipal Candidates Debate

George noted that the Camosun College Student Society is hosting a municipal candidate’s debate on Nov 3 from 6 to 9:30. Contact the CCSS for more info.

Solar Saturday

John noted that Camosun is putting on a solar Saturday information day on Oct 22 in the Pipe trades shop. The Continuing Education website has more info.

i. NEXT REGULAR MEETING

Monday, Nov 21, 2011
4:00-6:00
Interurban, CC 321

j. ADJOURNMENT

The meeting adjourned at 5:03 pm.

Bradley Clements Approve
Barbara Herringer Approve
Carly Hall Approve
Cynthia Wrate Approve
Darragh Grove-White Vote Pending
Gail Baxter Approve
Joanne Cumberland Vote Pending
John Gordon Approve
Karin Kaercher Approve
Kathy Tarnai-Lokhorst Approve
Nancy Sly Approve
Nicole Greengoe Approve
Patricia Gaudreault Approve
Paul Brady Approve
Sarah Loewen Vote Pending
Stephen Bishop Approve
Thea Todd Vote Pending
Comments

All suggested edits to minutes were acted upon.

Academic Year

2010-2011

Status

Approved

Actively Viewable

Yes

Last modified at 11/3/2011 2:03 PM by [Shelley Butler](#)