

---

# EDUCATION COUNCIL

---

## MINUTES OF THE MEETING

MONDAY, NOV 21, 2011, 4:00-6:30 (EXTENDED TO 7:30)

### CC 321, INTERURBAN

---

---

#### PRESENT

---

Barbara Herringer (Administration)	John Gordon (Faculty)
Bradley Clements (Student)	Kathryn Laurin (President)
Carly Hall (Faculty), Vice-Chair	Nancy Sly (Faculty)
Cynthia Wrate (Faculty)	Nicole Greengoe (Administration)
Deana Srdic (Student)	Paul Brady (Faculty)
Gail Baxter (Support Staff)	Sarah Loewen (Administration)
George Ivanishvili (Board)	Shelley Butler (Permanent Secretary)
Joanne Cumberland (Support Staff)	Stephen Bishop (Faculty)
John Boraas (Administration)	Thea Todd (Faculty)

#### REGRETS / ABSENT

---

Darragh Grove-White (Student)	Patricia Gaudreault (Faculty)
Karin Kaercher (Faculty)	
Kathy Tarnai-Lokhorst (Faculty), Chair	

#### GUESTS

---

Alexander Matfield (Faculty)	Judith Hunt (Faculty)
Brenda Proctor (Faculty)	Kari Jones (Faculty)
Bronwen Welch (Faculty)	Kelly Pitman (Faculty)
Debbie Hlady (Faculty)	Lisa Robertson (Faculty)
Debbie Sargent (Assoc. Dean, Health & Human)	Maureen Niwa (Faculty)
Dominic Bergeron (Acting Assoc. Dean, Arts & Sci)	Mavis Smith (Faculty)
Geoff Wilmhurst (Director CCI)	Paul Gamache (Faculty)
Ian Humphries (Acting Dean, Business)	Peggy Tilley (Faculty)
Janet Doherty (Faculty)	Stan Chung (Dean, Arts & Sci)
	Tom Roemer (VP Strategic Development)

## MEETING

---

---

### A. CALL TO ORDER & DECLARATION OF QUORUM

---

The Regular Meeting was called to order at 4:08 by Carly Hall, Acting Education Council Chair.

### B. ACKNOWLEDGEMENT OF COAST SALISH TERRITORY

---

Carly 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'Ianew; 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. INTRODUCTIONS

---

Carly welcomed the newest student member Deana Srdic and guests to the meeting. Members introduced themselves.

### D. ACCEPTANCE OF AGENDA

---

The Nov 21, 2011 agenda was accepted via a unanimous consent.

### E. APPROVED MINUTES

---

The Oct 17, 2011 minutes were approved via an electronic vote on Nov 3, 2011. They were presented for information only.

### F. REPORTS

---

#### 1. EDUCATION COUNCIL CHAIR'S REPORT – CARLY HALL

---

Carly acknowledged the change in leadership at Camosun since our last meeting and welcomed John Boraas to the table as the Acting Vice President Education.

Carly (Acting Chair) noted that Kathy was ~~in~~ unable to attend the meeting as she was in Mexico. Carly highlighted points from a written report that Kathy submitted with the agenda (see attached).

#### 2. ACTING VP EDUCATION – JOHN BORAAS

---

John thanked everyone for their support and wishes at this time. He will give a regular report at the next Education Council meeting in December.

#### 3. BOARD REPORT – GEORGE IVANISHVILLI

---

George did not have a report at this time.

---

## G. COMMITTEE REPORTS

---

### 1. AWARDS COMMITTEE

---

Nil

### 2. EDUCATION BY-LAWS COMMITTEE – JOHN BORAAS, COMMITTEE CHAIR

---

The VP Ed 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.

### 3. EDUCATION APPROVALS REVIEW AND RENEWAL – NANCY SLY, COMMITTEE CHAIR

---

Nancy noted the membership of the committee and that Julie Martin and Patty Odynski are facilitating the meetings. The committee has met twice since the last regular Education Council Meeting and has created a terms of reference. The purpose of the committee is to develop recommendations about the roles and responsibilities of SCC, CCC, EdCo and other stakeholders in relation to curriculum and approvals as well as best practices and processes related to education approvals. The committee is now focused on brainstorming and discussing role clarity of the various people and groups involved in the Education Approvals process. The committee will share with Education Council their recommendations once they have been finalized. If anyone would like more information on this process they are advised to speak with Nancy.

### 4. ALTERNATIVES AND ELECTIVES

---

Nil

---

## H. COLLEGE CURRICULUM COMMITTEE PRESENTATIONS & REPORT – NICOLE GREENGOE, COMMITTEE CHAIR

---

### 1. DEMO – CCC AGENDA PACKAGE AND CENTRAL CURRICULUM NETWORK – NICOLE GREENGOE

---

Nicole and Shelley gave a quick demonstration of how to find the detailed curriculum documents on the CCC Share Point site and the Central Curriculum Network.

CCC Share Point site - <http://sp1/sites/edco/ccc/default.aspx>  
Ed Approvals Website (CCN) - [http://intranet/ed\\_prov/](http://intranet/ed_prov/) or <\\nas2\cecp\>

### 2. REVISIONS TO PRACTICAL NURSING – CARLY HALL

---

Carly Hall presented the new Practical Nursing Program. It will follow the Provincial Practical Nurse Curriculum (2011). This new Diploma program will replace the current Certificate program. This program is designed to provide learners with the knowledge, skills, judgments, and attitudes to perform the full range of competencies as identified by the College of Licensed Practical Nurses of British Columbia. The program provides a learning experience that is integrated, professional, collaborative and culturally sensitive with an aim to prepare graduates to care for individuals and families at multiple life stages and in a variety of practice settings.

Upon successful completion of the program, learners will be eligible to write the Canadian Practical Nurse Registration Exam (CPNRE).

Questions and discussion followed.

### **Motion**

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

**Practical Nursing (Diploma in) (Substantive/Major Addition (New))** - New Program/Credential (ID 6826)

**PNUR 114 Professional Practice 1 (Substantive/Major Addition (Replacement))** - New Course (ID 6864)

**PNUR 115 Professional Communication 1 (Substantive/Major Addition (Replacement))** - New Course (ID 6865)

**PNUR 116 Variations in Health 1 (Substantive/Major Addition (Replacement))** - New Course (ID 6866)

**PNUR 117 Health Promotion 1 (Substantive/Major Addition (Replacement))** - New Course (ID 6867)

**PNUR 118 Integrated Nursing Practice 1 (Substantive/Major Addition (Replacement))** - New Course (ID 6868)

**PNUR 119 Pharmacology 1 (Substantive/Major Addition (Replacement))** - New Course (ID 6869)

**PNUR 124 Professional Practice 2 (Substantive/Major Addition (Replacement))** - New Course (ID 6871)

**PNUR 125 Professional Communication 2 (Substantive/Major Addition (Replacement))** - New Course (ID 6872)

**PNUR 126 Variations in Health 2 (Substantive/Major Addition (Replacement))** - New Course (ID 6873)

**PNUR 127 Health Promotion 2 (Substantive/Major Addition (Replacement))** - New Course (ID 6874)

**PNUR 128 Integrated Nursing Practice 2 (Substantive/Major Addition (Replacement))** - New Course (ID 6875)

**PNUR 129 Pharmacology 2 (Substantive/Major Addition (Replacement))** - New Course (ID 6876)

**PNUR 134 Professional Practice 3 (Substantive/Major Addition (Replacement))** - New Course (ID 6878)

**PNUR 135 Professional Communication 3 (Substantive/Major Addition (Replacement))** - New Course (ID 6879)

**PNUR 136 Variations in Health 3 (Substantive/Major Addition (Replacement))** - New Course (ID 6880)

**PNUR 137 Health Promotion 3 (Substantive/Major Addition (Replacement))** - New Course (ID 6881)

**PNUR 138 Integrated Nursing Practice 3 (Substantive/Major Addition (Replacement))** - New Course (ID 6882)

**PNUR 144 Professional Practice 4 (Substantive/Major Addition (Replacement))** - New Course (ID 6884)

**PNUR 145 Professional Communication 4 (Substantive/Major Addition (Replacement))** - New Course (ID 6885)

**PNUR 146 Variations in Health 4 (Substantive/Major Addition (Replacement))** - New Course (ID 6886)

**PNUR 147 Health Promotion 4 (Substantive/Major Addition (Replacement))** - New Course (ID 6887)  
**PNUR 148 Integrated Nursing Practice 4 (Substantive/Major Addition (Replacement))** - New Course (ID 6888)  
**PNUR 181 Consolidated Practice Exp 1 (Substantive/Major Addition (Replacement))** - New Course (ID 6870)  
**PNUR 182 Consolidated Practice Exp 3 (Substantive/Major Addition (Replacement))** - New Course (ID 6877)  
**PNUR 183 Consolidated Practice Exp 3 (Substantive/Major Addition (Replacement))** - New Course (ID 6883)  
**PNUR 184 Consolidated Practice Exp 4 (Substantive/Major Addition (Replacement))** - New Course (ID 6889)  
**PNUR 185 Transition to Preceptorship (Substantive/Major Addition (Replacement))** - New Course (ID 6890)  
**PNUR 186 Preceptorship (Substantive/Major Addition (Replacement))** - New Course (ID 6891)

**Motion Carried**

### **3. CERTIFICATE IN ENGLISH LANGUAGE FOR THE WORKPLACE – LISA ROBERTSON**

Lisa Robertson presented this new fully on-line certificate program. This Advanced English Language training program provides communication and socio-cultural workplace training to internationally-educated professionals and skilled workers to help them succeed within their chosen careers. This certificate program complements internationally educated professionals and skilled workers other post secondary credentials.

The ultimate goal is for these certificate programs to be recognized by employers as a Canadian credential that demonstrates excellence in English Language for the Workplace. This program meets both the workplace communication needs of internationally-educated professionals and skilled workers and the skilled labour needs of the province. The practical, language focused courses in the program will help participants to find and maintain work commensurate with their skills and experience and better integrate into the provincial workplace. The online delivery of the courses will appeal to students provincially, nationally and internationally.

Questions and discussion followed.

#### **Motion**

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

**English Language for the Workplace – e Work (Certificate in) (Substantive/Major Addition (New))** - New Program/Credential (ID 6853)  
**EWRK 101 e-Work Career Building (Substantive/Major Addition (New))** - New Course (ID 6854)  
**EWRK 102 e-Work Small Talk (Substantive/Major Addition (New))** - New Course (ID 6855)  
**EWRK 103 e-Work Reports (Substantive/Major Addition (New))** - New Course (ID 6856)  
**EWRK 104 e-Work Emails (Substantive/Major Addition (New))** - New Course (ID 6857)  
**EWRK 105 e-Work Instructions (Substantive/Major Addition (New))** - New Course (ID 6858)  
**EWRK 106 e-Work Telephoning (Substantive/Major Addition (New))** - New Course (ID 6859)  
**EWRK 107 e-Work Presentations (Substantive/Major Addition (New))** - New Course (ID 6860)

**EWRK 108 e-Work Meetings (Substantive/Major Addition (New))** - New Course (ID 6861)  
**EWRK 109 e-Work Dealing with Problems (Substantive/Major Addition (New))** - New Course (ID 6862)  
**EWRK 110 e-Work Customer Service (Substantive/Major Addition (New))** - New Course (ID 6863)

**Motion Carried**

#### 4. CERTIFICATE IN BOOKKEEPING FUNDAMENTALS, CERTIFICATE IN OFFICE FUNDAMENTALS, CERTIFICATE IN OFFICE ADMINISTRATION, & CERTIFICATE IN MEDICAL OFFICE ASSISTANT – IAN HUMPHRIES

Ian Humphries presented two revised and two new applied business technology programs. Beginning, January 2012 the School of Business is planning to make a variety of new online applied business technology courses (i.e. ABTO) available to students. These ABTO courses will be offered as a part of two new programs, and as an alternate delivery option for two existing programs.

The demand for online learning has increased dramatically. To remain competitive with other Applied Business Technology programs in BC we need to offer students alternate methods of delivery to complete our Applied Business Technology programs at Camosun College.

The Applied Business Technology Online Collaborative results from the efforts and dedication of faculty and staff at the participating colleges and universities throughout the province, in which Camosun College is a member.

The programs are designed by taking the collaborative curriculum and applying our own numbering and abbreviation to it, but the title, calendar description, learning outcomes, hours, etc. are taken from the collaborative.

Questions and discussion followed.

#### **Motion**

**Bookkeeping Fundamentals (Certificate in) (Substantive/Major Addition (New))** - New Program/Credential (ID 6762)

**Office Fundamentals (Certificate in) (Substantive/Major Addition (New))** - New Program/Credential (ID 6761)

**Office Administration (Certificate in) (Substantive/Major Revision)** - Program Completion Requirements, Program Content, Program Delivery Arrangements, Program Description, Program Participation Requirements (ID 6758)

**Medical Office Assistant (Certificate in) (Substantive/Major Revision)** - Program Description, Program Participation Requirements, Program Content, Program Completion Requirements, Program Delivery Arrangements (ID 6757)

**ABT 030 Online Learner Success (Substantive/Major Cancellation (Replacement))** - Cancel Course (ID 6763)

**ABTO 100 On-Line Learner Success (Substantive/Major Addition (New))** - New Course (ID 6764)

**ABTO 101 Keyboarding 1 (Substantive/Major Addition (New))** - New Course (ID 6765)

**ABTO 102 Keyboarding 2 (Substantive/Major Addition (New))** - New Course (ID 6766)

**ABTO 103 Keyboarding 2 Cortez (Substantive/Major Addition (New))** - New Course (ID 6767)



**ABTO 104 Administrative Procedures (Substantive/Major Addition (New))** - New Course (ID 6768)  
**ABTO 112 Human Relations (Substantive/Major Addition (New))** - New Course (ID 6769)  
**ABTO 113 Records Management (Substantive/Major Addition (New))** - New Course (ID 6770)  
**ABTO 115 Business English (Substantive/Major Addition (New))** - New Course (ID 6771)  
**ABTO 116 Business Communications (Substantive/Major Addition (New))** - New Course (ID 6772)  
**ABTO 120 Business Math and Calculators (Substantive/Major Addition (New))** - New Course (ID 6773)  
**ABTO 125 Job Search (Substantive/Major Addition (New))** - New Course (ID 6774)  
**ABTO 130 Integrated Project-Administrat (Substantive/Major Addition (New))** - New Course (ID 6775)  
**ABTO 132 Intro to Computers & Internet (Substantive/Major Addition (New))** - New Course (ID 6776)  
**ABTO 133 Presentation Software (Substantive/Major Addition (New))** - New Course (ID 6777)  
**ABTO 134 Word Processing 1 (Substantive/Major Addition (New))** - New Course (ID 6778)  
**ABTO 135 Word Processing 2 (Substantive/Major Addition (New))** - New Course (ID 6779)  
**ABTO 136 Spreadsheets 1 (Substantive/Major Addition (New))** - New Course (ID 6780)  
**ABTO 137 Spreadsheets 2 (Substantive/Major Addition (New))** - New Course (ID 6781)  
**ABTO 138 Database (Substantive/Major Addition (New))** - New Course (ID 6782)  
**ABTO 139 Outlook (Substantive/Major Addition (New))** - New Course (ID 6783)  
**ABTO 150 Accounting 1 (Substantive/Major Addition (New))** - New Course (ID 6784)  
**ABTO 151 Accounting 2 (Substantive/Major Addition (New))** - New Course (ID 6785)  
**ABTO 152 Computerized Accounting (Substantive/Major Addition (New))** - New Course (ID 6786)  
**ABTO 160 Medical Terminology 1 (Substantive/Major Addition (New))** - New Course (ID 6787)  
**ABTO 161 Medical Terminology 2 (Substantive/Major Addition (New))** - New Course (ID 6788)  
**ABTO 162 Medical Terminology 3 (Substantive/Major Addition (New))** - New Course (ID 6789)  
**ABTO 170 Medical Transcription (Substantive/Major Addition (New))** - New Course (ID 6790)  
**ABTO 172 Manual Medical Billing (Substantive/Major Addition (New))** - New Course (ID 6791)  
**ABTO 173 Medical Billing Computerized (Substantive/Major Addition (New))** - New Course (ID 6792)  
**ABTO 175 Clinical Procedures & Practice (Substantive/Major Addition (New))** - New Course (ID 6793)  
**ABTO 180 Medical Administrative Procedu (Substantive/Major Addition (New))** - New Course (ID 6794)

**Motion Carried**

## **5. DIPLOMA IN MEDICAL RADIOGRAPHY – DEBBIE SARGENT**

Debbie Sargent presented the proposed Diploma in Medical Radiography. Medical Radiography is the art and science of producing medical images using x-radiation. X-ray images can be film or digital form and serve routine needs or form part of complex investigations. The technologist produces images that a radiologist interprets in order to aid in medical diagnoses. The Medical Radiography program is an intense 24 continuous months of full-time study (without summer breaks) combining didactic and clinical instruction. Students receive intensive theoretical and practical instruction through lectures, labs, online courses, as well as practical experience in the clinical environment. Students are expected to act as surrogate patients to learn positioning techniques, as well as interpersonal skills. Clinical practicums occur within hospital sites throughout the province and provide an opportunity to apply knowledge learned throughout

the curriculum. Students will be expected to travel and provide their own accommodations for clinical experiences.

There is a high demand for radiography graduates. The health care system is in a transition phase as new technology is establishing new responsibilities of care and treatment. Entering the Medical Radiological field means that you are prepared for lifelong learning as your chosen career continues to change, grow and advance.

Opportunities exist for graduates to continue training into imaging specialties such as Ultrasound, Magnetic Resonance Imaging and other specialties. Graduates also migrate into management, equipment sales, research and educational roles.

Graduates of this program are eligible to write the national certification examination to become registered with the Canadian Association of Medical Radiological Technologists (CAMRT), which is a requirement to work in some provinces in Canada.

VIHA has been advocating for an Island Medical Radiography program for many years. The Ministry of Advanced Education and the Ministry of Health have been working together to enable Camosun College to deliver an Island program in partnership with BCIT. College of New Caledonia has also partnered with BCIT to deliver a northern BC program. All three institutions have worked together to develop a new provincial curriculum and will deliver the same program at all three institutions. A provincial admission process is being developed. A provincial clinical coordinator has been hired by BC Academic Health Council to support the clinical placement needs of all three institutions. It is noted that there is a high demand for MRT graduates due to an aging workforce, retirements and the increase in advanced imaging technologies. Clinical capacity to train MRT's is limited and as such only 16 students will be able to enter Camosun's program each year.

Questions and discussion followed.

### **Motion**

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

**Medical Radiography (Diploma in) (Substantive/Major Addition (New))** - New Program/Credential (ID 6825)

**MRAD 102 Radiographic Sciences 1 (Substantive/Major Addition (New))** - New Course (ID 6829)

**MRAD 103 Human Behaviour (Substantive/Major Addition (New))** - New Course (ID 6827)

**MRAD 105 Radio Anatomy & Physiology 1 (Substantive/Major Addition (New))** - New Course (ID 6832)

**MRAD 107 Clinical Orientation (Substantive/Major Addition (New))** - New Course (ID 6830)

**MRAD 111 Patient Care (Substantive/Major Addition (New))** - New Course (ID 6831)

**MRAD 113 Physics:Medical Radiography 1 (Substantive/Major Addition (New))** - New Course (ID 6833)

**MRAD 115 Rel Anatomy & Physiology 1 (Substantive/Major Addition (New))** - New Course (ID 6828)

**MRAD 120 Clinical Education 1 (Substantive/Major Addition (New))** - New Course (ID 6834)

**MRAD 122 Pathology 1 (Substantive/Major Addition (New))** - New Course (ID 6835)

**MRAD 124 Radiobiology & Radiation Prot (Substantive/Major Addition (New))** - New Course (ID 6836)



**MRAD 125 Rel Anatomy & Physiology 2 (Substantive/Major Addition (New))** - New Course (ID 6837)  
**MRAD 127 Ethics & the Healthcare System (Substantive/Major Addition (New))** - New Course (ID 6838)  
**MRAD 129 Clinical Applications in CT (Substantive/Major Addition (New))** - New Course (ID 6839)  
**MRAD 230 Clinical Education 2 (Substantive/Major Addition (New))** - New Course (ID 6841)  
**MRAD 235 Radiographic Procedures 2 (Substantive/Major Addition (New))** - New Course (ID 6840)  
**MRAD 237 Interprofessional Health Pract (Substantive/Major Addition (New))** - New Course (ID 6842)  
**MRAD 240 Radio Anatomy & Physiology 2 (Substantive/Major Addition (New))** - New Course (ID 6848)  
**MRAD 241 Radiographic Procedures 3 (Substantive/Major Addition (New))** - New Course (ID 6846)  
**MRAD 243 Radiographic Sciences 2 (Substantive/Major Addition (New))** - New Course (ID 6845)  
**MRAD 245 Physics: Medical Radiography 2 (Substantive/Major Addition (New))** - New Course (ID 6850)  
**MRAD 246 Rel Anatomy & Physiology 3 (Substantive/Major Addition (New))** - New Course (ID 6843)  
**MRAD 247 Communication & Research Skill (Substantive/Major Addition (New))** - New Course (ID 6844)  
**MRAD 248 Pathology 2 (Substantive/Major Addition (New))** - New Course (ID 6847)  
**MRAD 249 CT - Physical Principles (Substantive/Major Addition (New))** - New Course (ID 6849)  
**MRAD 250 Clinical Education 3 (Substantive/Major Addition (New))** - New Course (ID 6852)  
**MRAD 255 Capstone (Substantive/Major Addition (New))** - New Course (ID 6851)

**Motion Carried\***

*Abstain – Gail Baxter*

*\*Program is approved for competitive entry admissions based on partnership agreement.*

## 6. COMP 080

Cancel course. It has never been offered (since approved in 2004) and the school does not anticipate demand for this course at the college.

### **Motion**

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

**COMP 080 Advanced Computer Studies (Substantive/Major Cancellation (No Replacement))** -

Cancel Course (ID 6817)

**Motion Carried**

## 7. MATH 175

---

Add an alternate pre-requisite as it is an appropriate and “solid” pre-requisite. The original learning outcomes were very short and inaccurate. The learning outcomes were rewritten to a standard format and to reflect what has been taught in the course for the past several years.

### **Motion**

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

**MATH 175 Mathematics for Electronics 5 (Substantive/Major Revision)** - Course Pre-Requisite (alternate), Learning Outcomes (ID 6823)

**Motion Carried**

## 8. PHIL 290

---

New special topics course. A special topics course gives philosophers the option of teaching a broader body of topics, teaching topics matching their interests, and teaching current topics in the field. All of these will allow instructor to better prepare transfer students. Instructors will use these courses to gauge student interest in a particular subject before offering the course on a regular basis. Second year special topic courses are offered in the philosophy departments of the University of Victoria (PHIL290) and Simon Fraser University (PHIL231-3).

### **Motion**

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

**PHIL 290 Special Topics in Philosophy (Substantive/Major Addition (New))** - New Course (ID 6818)

**Motion Carried**

## 9. IST 204

---

Relax the pre-requisite as it original one could not be automated with the college systems. In addition, include alternate pre-requisites from the Indigenous Business Leadership program. The learning outcomes have also been revised to reflect the new focus of the course.

### **Motion**

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

**IST 204 Special Individual Projects (Substantive/Major Revision)** - Course Pre-Requisite (relax) (ID 6824)

**Motion Carried**

## 10. GSWS 110

---

Add new course. Currently, there is no Gender/Women's Studies discipline in the Dept. of Social Sciences. This course would contribute to a strong group of women-focused courses currently offered at Camosun, which command high enrolments. Because of its interdisciplinary orientation, this course could be cross-listed and therefore granted articulation in Sociology and Women's Studies.

Questions and discussion followed.

### **Motion**

It was moved by Nicole Greengoe and seconded by John Boraas that Education Council approves the proposed curriculum changes to:

**GSWS 110 Women, Knowledge, Sex & Power (Substantive/Major Addition (New))** - New Course (ID 6822)

**Motion Carried**

## 11. PROGRAM CANCELLATIONS – JOHN BORAAS

---

John Boraas brought forward three (3) programs for cancellation due to lack of demand – Studio Arts Access ESL, Health Studies Access ESL, and Computer Science Access ESL.

### **Motion**

It was moved by John Boraas and seconded by Sarah Loewen that Education Council approves the proposed program cancellations:

**Studio Art Access - ESL (Certificate in) (Substantive/Major Cancellation (No Replacement))** - Cancel Program (ID 6819)

**Health Studies Access - ESL (Certificate in) (Substantive/Major Cancellation (No Replacement))** - Cancel Program (ID 6820)

**Computer Science Access - ESL (Certificate in) (Substantive/Major Cancellation (No Replacement))** - Cancel Program (ID 6821)

**Motion Carried**

## I. RESPONSE TO CAMOSUN COLLEGE INTERNATIONAL (CCI) REQUEST – JOHN BORAAS & TOM ROEMER

---

John and Tom presented the need to review a process for accepting more “competitive” IELTS (Academic) and TOELF (IBT, CB, and PB) scores for use as College Admission. The need arises from the declining number of International student admissions experienced at Camosun and the resulting budget pressures. John and Tom are seeking feedback from Education Council regarding the issue to allow for a response to CCI. John will compile feedback and do additional fact gathering so that a motion may be brought forward to Education Council in the December meeting for support. John and Tom welcomed any Education Council members to contact them if they have any further comments, or they would like to be involved.

(see attached briefing for more information)

Questions and discussion followed. Some of the feedback included, but was not limited to the following:

- *Mavis Smith and Maureen Niwa submitted a response dated Nov 16, 2011 to the EdCo Briefing Note regarding IELTS and TOEFL scores (see attached). Maureen and Mavis highlighted points from their response:*
  - *Setting the correct scores for admission requirements make a significant difference to student retention.*
  - *Institution comparison table presented in the EdCo Briefing is confusing as it mixes general admission with program specific admission.*
  - *There is a developmental aspect to language acquisition that is learned in an appropriate English course. It is not the same as doing a content course. We would not be serving the student by bringing them into programs/courses they are not developmentally ready for.*
  - *No amount of tutoring supports is going to help a student rise more than a grade level at a time.*
- *John Boraas and Tom Roemer stressed the financial urgency and severity of addressing this issue.*
- *Cynthia Wrate noted that education has become a competitive business. We need to operate on the same level as our competitors. We need to find a simple message to get out to the International market.*
- *Geoff Wilmshurst noted this was an opportunity for us to become creative with how we are teaching International students. We can become leaders in ESL education. Lower scores also doesn't mean we will only get lower students. Our current scores make us look prohibitive. We may be lower level students, but we will probably get higher level students too. We need to take this risk or the consequences will be server for the College.*
- *Nancy Sly noted that this is an important issue, and she would have liked to have the Briefing documents sooner, as members had only received them that day She would like to see further consultation with the departments concerned.*
- *Debbie Hlady noted that by lowering the scores we are setting students up to fail.*

---

## J. NEXT REGULAR MEETING

---

Monday, Dec 19, 2011

4:00-6:00

Interurban, CC 321

---

## K. ADJOURNMENT

---

The meeting adjourned at 7:20 pm.



## Education Council Briefing Notes

### Submitted by

John Boraas, Acting Vice-President Education

### Date:

November 21, 2011

### Topic:

1. A Response to Camosun International, the declining numbers experienced at Camosun, and the resulting budget pressures.
2. The identification of a process to examine the IELTS (Academic) and TOEFL (IBT, CB, PB) Scores for use as College Admission.
3. Initiate conversation with schools regarding revised scores for entrance to Camosun College programming.
4. Seek questions/feedback from EDCO to allow for response.

### Values:

Sustainability - Economic and Social

A healthy and thriving Community College

Students enriched by exposure to many cultures

Life Changing Learning

Growing our service and support strengths through fiscal strength

A culture of excellence

All students will be provided with a better learning experience with additional resources.

Exposure to a global community.

### Background:

Camosun College reliance on revenue from CI

Approximately 2.5 million is transferred to the schools to support programming

Upwards of 2 million is transferred to the college as revenue to support our operations.

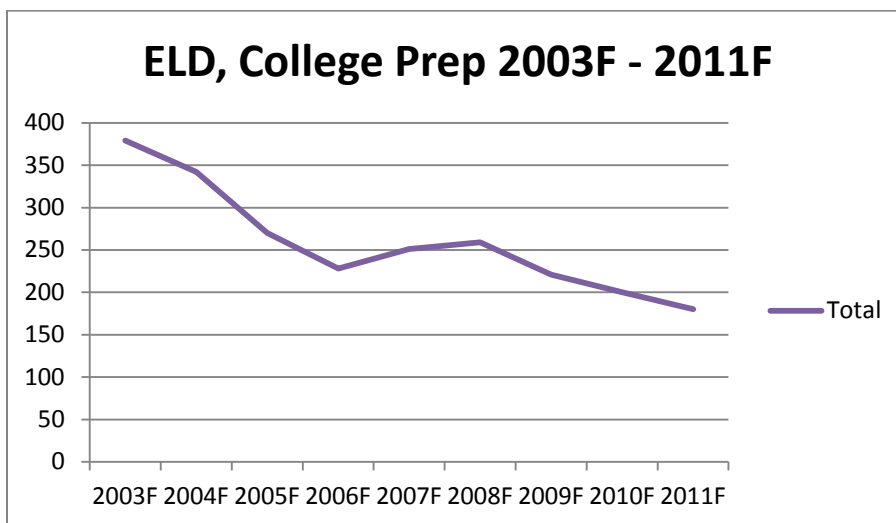
### Challenges Inherent:

It is recognized that college and university messaging regarding admissions is complex. Many institutions identify institutional admissions and then provide program admissions after students' arrival. Historically Camosun has led with program admission requirements because it is seen as a more honest and transparent measure of ability to enter our programs. This does leave us with some challenge of trying to compare different institution's entrance requirements.

We do know that we are not attracting the numbers of International students we used to attract.

### Background:

A dramatic decline in student numbers (International)



### Challenges Identified by Camosun College International:

- English language entry levels are too high – students are reported to not consider Camosun College in the international market.
- Camosun's international brand recognition is too low
- International admissions processes are too slow
- We are not currently able to effectively track inquiries through to students in seats
- Lack of language school pathway partnerships
- Not enough emphasis on local markets
- Not enough focus on key international markets
- Capacity issues
- Lack of residences



## Competitor's English entrance scores (Admissions)

Institution	IELTS Overall	IELTS Min Bands	TOEFL Overall	TOEFL Min Bands	Additional External Assess Options
Oxford Law	7.5	7	109		1
Ottawa University	7	6.5	92	24	4
McGill University	6.5	6.5	100	21	4
Camosun College	6.5	6.5	88	20	0
University of Toronto	6.5	6	100	22	7
University of BC	6.5	6	90		5
Thompson River University	6.5	6	88	20	5
Capilano University	6.5	6	83		4
University of Western Ontario	6.5	6	83	20	3
Vancouver Community College	6.5	6	82	21	2
Carleton University	6.5	6	86	22	1
North Island College	6	5.5	80	19	2
Vancouver Island University	6	5.5	80	19	2
Centennial College	6	5.5	80	20	2
College of the Rockies	6	5.5	80		0
Fanshawe College	6	5.5	80		0
Humber College	6	5	80	20	1
Niagara College	5.5	5			0
Queen's University	7		88	24	2
Langara College	6.5		80	20	4
Trinity Western University	6.5		88	20	2
Ryerson University	6.5		83		2
Douglas College	6.5		83		1
Okanagan College	6.5				1
Northern Lights College	6.5		79		0
Selkirk College	6				2
Algonquin College	6		80	20	1
College of New Caledonia	6		80		0
Sheridan College	6		80	20	0
Northwest Community College			83		0

**Plan:**

Shift college admission to an international designation of language capability ie. TOEFL of 80 or IELTS of 5.5 with those with scores lower offered seats in Foundation programs (ELD or upgrading).

Shift program entrance levels to the equivalents at competitor institutions ie. VIU, Douglas, Thompson Rivers University, Centennial College, George Brown College. See attached table (previous page).

Additionally CI is working to address each of the issues identified as problematic in attracting International students.

**Consequences:**

Growth in International numbers will result in improved services and expansion of programming across the College.

Ability to grow offerings and services.

**Addressing Concerns:**

Camosun International and the College are committed to support for a Language Help Centre at the Interurban Campus as well as recognizing support needed at Lansdowne. This will be addressed in the upcoming budget cycle.

Any changes to entry requirements will be submitted to Education Council as a two year pilot. The success of students who enter with these new entrance requirements will be analyzed and discussed. As well, the experience of faculty will be heard as they experience students with lower entrance results.

**Decision Being Sought:**

Provide feedback regarding the process to revise our Admissions language.

Provide support for the exploration within schools for modifications to program entrance standards.