
EDUCATION COUNCIL

MINUTES OF THE MEETING

MONDAY, MAY 28, 2012, 4:10-6:00

CC 321, INTERURBAN

PRESENT

Carly Hall (Faculty), Vice-Chair
Cynthia Wrate (Faculty)
Gail Baxter (Support Staff)
Joanne Cumberland (Support Staff)
John Boraas (Administration)
John Gordon (Faculty)
Karin Kaercher (Faculty)

Kathy Tarnai-Lokhorst (Faculty), Chair
Nicole Greengoe (Administration)
Patricia Gaudreault (Faculty)
Paul Brady (Faculty)
Shelley Butler (Permanent Secretary)
Stephen Bishop (Faculty)

REGRETS / ABSENT

Barbara Herringer (Administration)
Darragh Grove-White (Student)
George Ivanishvili (Board)
Kathryn Laurin (President)

Nancy Sly (Faculty)
Sarah Loewen (Administration)
Thea Todd (Faculty)

GUESTS

Carter MacDonald, Ombudsman
Ian Humphries, School of Business
Lynne Viczko, School of Health and Human
Services
Michelle Turcotte, Student Society

Mindy Cui Yu Jian, Student (Council-Elect)
Richard Stride, School of Business
Shirley Bassett, School of Health and Human
Services

MEETING

A. CALL TO ORDER & DECLARATION OF QUORUM

The Regular Meeting was called to order at 4:15 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'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. ACCEPTANCE OF AGENDA

The May 28, 2012 agenda was accepted via unanimous consent.

D. APPROVED MINUTES

The April 16, 2012 minutes were approved via unanimous consent.

E. REPORTS

1. EDUCATION COUNCIL CHAIR'S REPORT – KATHY TARNAI-LOKHORST

Kathy noted that she presented the Education Council statement to the Board regarding the request to be included in future budget conversations. The Board was grateful that Education Council brought this to their attention. It was noted that a new process will be used in the upcoming months for the next budget cycle to ensure greater collaboration between all parties.

2. ACTING VP EDUCATION – JOHN BORAAS

John noted that there was lots of work going on around the institution. He noted that we are currently looking at how we are going to go forward with the delivery of support in the school and the roles associated with that. He commented that while we are in challenging times, it also a very positive environment.

3. BOARD REPORT – KATHY TARNAI-LOKHORST FOR GEORGE I.

Nil.

F. COMMITTEE REPORTS

1. AWARDS COMMITTEE – JOANNE CUMBERLAND, COMMITTEE CHAIR

Joanne presented a short verbal briefing on each of the recommended candidates for the awards.

Motion

It was moved and seconded by the Education Council Awards Committee that Education Council approve the following students for each of the following awards:

- ***Peter & Muriel Mixon Animal Rights Endowment Award*** to Emma Forster
- ***The Executive Network Inc./Donald Family Annual Leadership Award*** to:
 - Alana Jay (employee)
 - Robert J. Daniels (student)
- ***Leadership in African Awareness Award*** to Kristina Alexander

Motion Carried

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

John noted that a meeting was held on April 30 with the Chair and Vice-Chair of Education Council to review the proposed draft revisions to the by-laws, and a proposed timeline and activities for completion. At this time he is requesting confirmation of those Education Council members that still wish to participate on the By-Laws review committee. It was confirmed that John B., Kathy, Carly, Nicole, Cynthia still wish to participate. We still require confirmation from Matthew Martin (non-EdCo member and student). A meeting will take place on June 26th.

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

Karin noted that the committee is working hard. They have articulated a new model that will be brought forward to the Education Council retreat in August. The new model is exciting and is meant to streamline and improve the process.

4. ALTERNATES AND ELECTIVES –KATHY TARNAI-LOKHORST, COMMITTEE CHAIR

Kathy noted that a DRAFT proposal for an Electives Standard is close to completion for the committee. She will bring it forward to the June meeting.

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

1. Post Degree Diploma - Business Administration, Human Resource Management and Leadership Option

Ian Humphries presented a “third new” post-degree diploma in Business Administration – Human Resource Management & Leadership. Education Council recently approved “two new” post degree diploma options in Business Administration on April 16. The new program will offer learners with a bachelor’s degree from a recognized institution an opportunity to complete their Business Administration studies in one academic year.

Post-Degree Diploma in Business Administration – Human Resource Management and Leadership:

The Post Degree Diploma in Business Administration, Human Resource Management & Leadership option offers learners with a bachelor’s degree from a recognized institution an opportunity to complete a diploma program in Human Resource Management & Leadership in

one academic year. Students will gain valuable business skills relevant to working as human resource practitioners while building on past learning. There is particular emphasis placed on leadership and change management. This program incorporates some of the key elements required to pursue a Certified Human Resource Professional (CHRP) designation. With a Post Degree Diploma in Business Administration, Human Resource Management & Leadership option, career positions may include, but would not be limited to, managing in government or private industry, business consulting, and human resources advising or management.

Questions and discussion followed.

Motion		
It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:		
Business Admin - HR Management & Leadership (Post-Degree Diploma) (Substantive/Major Revision) -	New Program/Credential	(ID 61242)
BUS 421 Strategic Human Resources Management (Substantive/Major Revision) -	Course Pre-Requisite (alternate)	(ID 61341)
Motion Carried		

2. Proposed Certificate in Business Administration

Ian presented the Certificate in Business Administration (a replacement program for the Certificate in Business Management). This certificate program offers participants the opportunity to gain a wide variety of business skills. Courses are included in management, communications, technology, marketing, economics and more. Upon completion of the Business Certificate, students can seamlessly ladder into other School of Business diploma and degree programs.

The Business Administration Certificate offers students a selection of business courses which will give the student a broad and contemporary view of the functional areas of business. Upon completion of this program students will be able to:

1. Use effective critical thinking for problem-solving and decision-making in day-to-day practices as a beginning manager
2. Communicate effectively, verbally and in writing, with individuals and groups in a variety of business contexts
3. Support and promote effective interaction with others in a work environment
4. Adapt and flex with changing situations within a business environment
5. Function in a responsible and accountable manner
6. Apply the principles of business ethics and corporate social responsibility

Questions and discussion followed.

Motion

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

Business Administration (Certificate in) (Substantive/Major Revision) -	New Program/Credential	(ID 61345)
Business Management (Certificate in) (Substantive/Major Cancellation (Replacement)) -	Cancel Course	(ID 61390)

Motion Carried

1 Abstention – Joanne Cumberland

3. Dental Hygiene

Shirley Bassett and Lynne Viczko presented the substantive revisions to the Dental Hygiene program. This program prepares individuals to practice dental hygiene in both clinical practice and community-based settings. Graduates will have the knowledge, skills and attitudes necessary to provide preventive, educational and therapeutic dental hygiene services to individuals and groups according to Regulations of the College of Dental Hygienists of British Columbia. Graduates of the program must write the national Dental Hygiene Certification Examination to be eligible for licensure with the College of Dental Hygienists of British Columbia. Graduates of the program are eligible to apply to the University of British Columbia to complete the 4th (final) year of the Bachelor of Dental Science (Dental Hygiene) Program.

The program is proposing some revisions as follows. Program content and delivery is restructured, there is a reduction in the DHYG Diploma program length from 20 months to 16 months. The Spring semesters in Year 1 and Year 2 will no longer be offered, however, the winter term will be extended by 2 weeks.

Year 1 curriculum revisions, changes and restructuring are complete; however, the department continues to work on Year 2 curriculum development. Some courses have been combined to reduce the volume of assignments and formal assessments. To ensure appropriate development of clinical skills, practice hours have been maintained in the new curriculum.

Year 2 curriculum will be submitted for approval in the Fall of 2012. Further time to develop Year 2 will ensure that curriculum integrity is maintained and that it meets learner needs, accreditation and National Standards requirements and transferability to higher education. The continued redesign process allows further opportunity to re-examine the curriculum and reduce any overlapping content to the extent possible while maintaining necessary depth and integration of material.

Questions and discussion followed.

Motion

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

Dental Hygiene (Diploma in) (Substantive/Major Revision) -	Program Admission Requirements, Program Completion Requirements, Program Content	(ID 61346)
DHYG 120 Dental Anatomy (Substantive/Major Revision) -	Course Pre/Co-Requisite (increase)	(ID 61347)
DHYG 121 Oral Embryology and Histology (Substantive/Major Cancellation (Replacement)) -	Cancel Course	(ID 61394)
DHYG 122 Oral Sciences (Substantive/Major Revision) -	New Course	(ID 61348)
DHYG 123 Periodontology 1 (Substantive/Major Revision) -	New Course	(ID 61349)
DHYG 125 Periodontology 1 (Substantive/Major Cancellation (Replacement)) -	Cancel Course	(ID 61395)
DHYG 126 Oral Pathology 1 (Substantive/Major Cancellation (Replacement)) -	Cancel Course	(ID 61396)
DHYG 128 Nutrition 1 (Substantive/Major Cancellation (Replacement)) -	Cancel Course	(ID 61397)
DHYG 130 Radiology 1 (Substantive/Major Cancellation (Replacement)) -	Cancel Course	(ID 61398)
DHYG 131 Radiology (Substantive/Major Revision) -	New Course	(ID 61350)
DHYG 140 General Dentistry Introduction (Substantive/Major Cancellation (Replacement)) -	Cancel Course	(ID 61399)
DHYG 145 Professional Practice 1 (Substantive/Major Revision) -	New Course	(ID 61351)
DHYG 146 Professional Practice 2 (Substantive/Major Revision) -	New Course	(ID 61352)
DHYG 150 Principles & Issues 1 (Substantive/Major Cancellation (Replacement)) -	Cancel Course	(ID 61400)
DHYG 151 Principles and Issues 2 (Substantive/Major Cancellation (Replacement)) -	Cancel Course	(ID 61401)
DHYG 160 Clinical Theory & Practice 1 (Substantive/Major Cancellation (Replacement)) -	Cancel Course	(ID 61402)
DHYG 161 Clinical Theory & Practice 2 (Substantive/Major Cancellation (Replacement)) -	Cancel Course	(ID 61403)
DHYG 162 Clinical Theory & Practice 3 (Substantive/Major Cancellation (Replacement)) -	Cancel Course	(ID 61404)

DHYG 170 Clinical Theory 1 (Substantive/Major Revision) -	New Course	(ID 61353)
DHYG 171 Clinical Practice 1 (Substantive/Major Revision) -	New Course	(ID 61354)
DHYG 180 Clinical Theory 2 (Substantive/Major Revision) -	New Course	(ID 61355)
DHYG 181 Clinical Practice 2 (Substantive/Major Revision) -	New Course	(ID 61356)
DHYG 190 Community Dental Health 1 (Substantive/Major Cancellation (Replacement)) -	Cancel Course	(ID 61405)
Motion Carried <i>1 Abstention – Joanne Cumberland</i>		

4. Certificate in Business Access

The Business Access Program is designed for students interested in Business Administration who do not meet the Math or English admission requirements, or wish to refresh their skills before starting a business program. Students are given the opportunity to gain their Math and English requirements or refresh their skills, while simultaneously taking introductory business courses.

Revisions to the program include no longer block loading first year business administration students, reserving seats for Business Access students in the Business Administration program, changing the “00” level math to the “100” level math (for student loan purposes), and removing

Questions and discussion followed.

Motion		
It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:		
Business Access (Certificate in) (Substantive/Major Revision) -	Program Completion Requirements, Program Content, Program Description	(ID 61342)
BUS 150 Introduction to Management (Substantive/Major Revision) -	Course Pre/Co-Requisite (increase), Course Pre-Requisite (relax)	(ID 61343)
MARK 110 Introduction to Marketing (Substantive/Major Revision) -	Course Pre/Co-Requisite (increase), Course Pre-Requisite (relax)	(ID 61344)
Motion Carried		

5. MATH 172 and MATH 173

Revisions to both courses include wordsmithing of the short descriptions, adding alternate pathways into the pre-requisites, and some small tweaks to the learning outcomes to reflect the evolution of the course over the years.

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 172 Basic Technical Mathematics 1 (Substantive/Major Revision) -	Course Calendar Description, Course Pre-Requisite (alternate), Learning Outcomes	(ID 61392)
MATH 173 Basic Technical Mathematics 2 (Substantive/Major Revision) -	Course Calendar Description, Course Pre-Requisite (alternate), Learning Outcomes	(ID 61393)

Motion Carried

6. ENGL 164

The course description will have a slight change in terminology as directive from the Aboriginal Advisory Council to use “Indigenous” when comes to curriculum and “Aboriginal” for everything else.

Since English 164 is also part of the first year English offerings, we need to adjust the pre-requisite to make it conform to the new English courses (151, 161, 163), and remove the ENGL 150 pre-req. In its place will be a B in English 12, which is consistent with the other new English literature course offerings (ENGL 161, ENGL 163). Learning outcome changes will result in this course’s fulfillment of academic writing requirements. With these changes, it has been confirmed that ENGL 164 will meet the academic writing requirement for UVic (receiving first year unassigned 100-level English credit that meets the AWR). Students with a C+ in English 12 will take ENGL 151 prior to taking ENGL 164.

Motion

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

ENGL 164 Indigenous Literature (Substantive/Major Revision) -	Course Calendar Description, (ID 61220) Course Pre-Requisite (relax), Learning Outcomes
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Motion Carried

7. SOSOC 203

This new interdisciplinary based course will be team taught by faculty from the Social Sciences Department. It will provide an opportunity for students to learn the theories of global service learning and put them into practice in areas of fair trade, microfinance, gender, poverty, environment, and others. Students will also have the benefits of working closely with community organizations to develop their communication and leadership skills.

Motion

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

SOSC 203 Service Learning-Global Issues (Substantive/Major Addition (New)) -	New Course	(ID 61389)
Motion Carried		

8. Arts and Science Studies

The school is requesting a relaxing of the admission requirements to the program. The current admission requirements (i.e. C in English 12, or alternate) is a barrier to students seeking to establish their Arts and Science studies designation upon entry to the college.

Motion

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

Arts & Science (Diploma in) (Substantive/Major Revision) -	Program Admission Requirements	(ID 61388)
Motion Carried		

9. COMP 156

To reduce the lab time from 1.5 hours a week to 1.0 hours a week to bring this Camosun course in alignment with the delivery model at the University of Victoria.

Motion

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

COMP 156 Computer Concepts (Substantive/Major Revision) -	Course (Activity) & Hours	(ID 61386)
Motion Carried		

10. CIVL 146

Replace one of the pre-requisite (i.e. PHYS 192) with another pre-requisite that is more appropriate for this course (PHYS 191) and will better prepare students for CIVL 146.

Motion

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

CIVL 146 Highway Design (Substantive/Major Revision) -	Course Pre-requisite (replacement)	(ID 61387)
Motion Carried		

11. Nursing

To revise the calendar description (wordsmith), the program content (revise electives that may be used), the delivery arrangements (wordsmith), and the recommend activities for success (wordsmith). The Department has also submitted two new nursing “high intensity” courses as electives for the program to allow students to begin to explore advanced and critical care nursing.

Questions and discussion followed.

Motion		
It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:		
Nursing (Science in) (Bachelor of) (Substantive/Major Revision) -	Other:, Program Admission Requirements, Program Content, Program Delivery Arrangements, Program Description	(ID 61385)
Nursing (Science in) Access for Practical Nurses (Bachelor of) (Substantive/Major Revision) -	Learning Outcomes, Other:, Program Completion Requirements, Program Description	(ID 61384)
NURS 312 High Intensity Nursing 1 (Substantive/Major Revision) -	New Course	(ID 61382)
NURS 314 High Intensity Nursing 2 (Substantive/Major Revision) -	New Course	(ID 61383)
Motion Carried		

12. Concern related to how we advise some of our students to get auxiliary help in Math and English

Gail brought up a concern related to how we advise students that require auxiliary help in Math and English. She noted that some program chairs are referring students to on-line help offered by publishers. She suggested that the School of Access would like to bring a more broad conversation about this to Education Council for discussion. Gail noted that the School of Access will bring something forward related to this at a future meeting.

I. DISCUSSION

1. EDUCATION COUNCIL RETREAT – KATHY TARNAI-LOKHORST

Kathy requested volunteers to help coordinate and plan the retreat in August. Gail, Karin, Carly, Cynthia, and Kathy volunteered. Shelley will set up planning meetings for the committee.

2. SELECTIVE OR COMPETITIVE ENTRY DRAFT STANDARD

Kathy and Nicole summarized the process to date related to the “first served, first qualified”, and the “selective or competitive entry” discussions. It was noted that we have had a number of meetings with robust discussions on this topic to date. We have talked about our values as an organization, the nature of our current competitive entry programs, and the parameters that might inform our decision making related to this. All this fulsome discussion has contributed toward the DRAFT standard as submitted (see attached).

Additional discussion followed, including but not limited to:

- *Some programs have a greater understanding about what “first qualified” means.*
- *How do we ensure we have our criteria clear and absolute so we don’t go back to the same conversations over and over again?*
- *Need data and evidence to back up submissions requesting this.*
- *Completely against creating a “standard for selective or competitive entry”, more open to exceptions to the first qualified, first served rule.*
- *We have competing elements going on here (i.e. partnerships, funding, student success, openness, etc.)*
- *This is an emotive and divisive issue.*
- *Wait lists do not serve students. Their knowledge also begins to stale when they wait on a wait list.*
- *The standard needs more work, clarification, etc. We don’t want to send the message that we don’t value our philosophy of access.*

A special meeting of the whole will be organized for June 4th to discuss the re-drafting of the standard further.

K. NEXT MEETINGS

Special Meeting

June 6, 2012, 4:30-6:00, Interurban CC 321

Regular Meeting

Monday, June 18, 2012, 4:00-6:00, Interurban, CC 321

L. ADJOURNMENT

The meeting adjourned at 6:21 pm.