
EDUCATION COUNCIL

MINUTES OF THE MEETING

MONDAY, JUNE 18, 2012, 4:00-6:30

CC 321, INTERURBAN

PRESENT

Barbara Herringer (Administration)	Kathy Tarnai-Lokhorst (Faculty), Chair
Carly Hall (Faculty), Vice-Chair	Nancy Sly (Faculty)
Cynthia Wrate (Faculty)	Patricia Gaudreault (Faculty)
Gail Baxter (Support Staff)	Paul Brady (Faculty)
Joanne Cumberland (Support Staff)	Sarah Loewen (Administration)
John Boraas (Administration)	Shelley Butler (Permanent Secretary)
John Gordon (Faculty)	Stephen Bishop (Faculty)
Karin Kaercher (Faculty)	

REGRETS / ABSENT

Darragh Grove-White (Student)	Nicole Greengoe (Administration)
George Ivanishvili (Board)	Thea Todd (Faculty)
Kathryn Laurin (President)	

GUESTS

Ian Humphries, (Acting CCC Chair) VP Education	Michael Glover, Student Society
Joyce van de Vegte, Trades and Technology	Nathaniel Goyet-Lamoureux, Student Society
Agatha Thalheimer, Business	Richard Stride, Business
Mary Ellen Purkis, UVic Dean of HSD	

MEETING

A. CALL TO ORDER & DECLARATION OF QUORUM

The Regular Meeting was called to order at 4:02 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 June 18, 2012 agenda was accepted via unanimous consent.

D. APPROVED MINUTES

The May 28, 2012 minutes were approved via unanimous consent.

E. REPORTS

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

Kathy gave a brief report of her trip to Africa a couple of weeks prior. In addition, she noted the Board of Governors is awaiting a recommendation by Education Council regarding potential revisions to the Admissions Policy (i.e. Standard related to Selective Qualification / Admission) when that discussion is finalized.

Carly Hall presented Kathy with flowers, a card, and pen to acknowledge her 3 years of dedicated service as Chair of Education Council.

2. ACTING VP EDUCATION – JOHN BORAAS

John gave the following updates:

- Sue Doutre, Executive Assistant to the VP Education will be leaving the College to take a position at the University of Victoria.
- Ian Humphries and Ranjan Bhattacharya have moved to a more central role for the College in the office of the VP Education. This new structure, and the affect across the schools is still a work in process.
- The Inspiring Learning Education Plan is now being distributed throughout the College. John thanked those who participated in its creation.

3. BOARD REPORT

Nil.

F. COMMITTEE REPORTS

1. AWARDS COMMITTEE – JOANNE CUMBERLAND, COMMITTEE CHAIR

Nil

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

The By-Laws Sub-Committee will meet on June 26th.

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

Nancy reported that the proposed new model for the Education Approvals process would be reviewed in detail at the retreat.

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

Kathy drew attention of council to the Briefing and the DRAFT Electives Standard. She noted the committee will take feedback in writing over the summer. Council members are requested to send feedback in writing to Shelley Butler, Coordinator Ed Approvals. She also opened the floor for any comments. Two comments were received during the meeting:

- Confirm the scope of the standard (i.e. is or isn't it applicable to curriculum that leads to a Camosun College credential).
- Determine how the standard fits with fundamental level programs where courses do not carry credits.

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

1. **Advanced Diploma in Mechanical Engineering Bridge to UBC; and Advanced Diploma in Mechanical Engineering Bridge to UVic**

Joyce van de Vegte presented these two new (replacement) credentials. These two credentials replace the one original Advanced Diploma in Mechanical Engineering Bridge. The learning outcomes and curriculum requirements for both bridge programs vary depending on the destination university the student is going to. This change will provide clarity for students, the partner university, and the college regarding the appropriate curriculum required for each bridge program completion.

The *Mechanical Engineering Bridge to the University of British Columbia* is a 6-month program offered by Camosun College with the full support and co-operation of the University of British Columbia (UBC). This program provides access to the third year of Engineering for graduate Mechanical Engineering Technologists. Successful students may then continue their studies toward a Bachelor of Applied Science degree at UBC. -The program is offered on the College quarter system. The Mechanical Engineering Bridge to the University of British Columbia program is intended for graduates of Mechanical Engineering Technology programs with high academic standing.

The *Mechanical Engineering Bridge to the University of Victoria* is a 6-month program offered by Camosun College with the full support and co-operation of the University of Victoria (UVic). This program provides access to the third year of Engineering for graduate Mechanical

Engineering Technologists. Successful students may then continue their studies toward a Bachelor of Engineering degree at UVic. -The program is offered on the College quarter system. The Mechanical Engineering Bridge to the University of Victoria program is intended for graduates of Mechanical Engineering Technology programs with high academic standing.

Questions

Motion

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

Mechanical Engineering Bridge to the University of British Columbia (Advanced Diploma) (Substantive/Major Addition (Replacement)) -	New Program/Credential	(ID 61419)
Mechanical Engineering Bridge to the University of Victoria (Advanced Diploma) (Substantive/Major Addition (Replacement)) -	New Program/Credential	(ID 61418)
Mechanical Engineering Bridge (Advanced Diploma) (Substantive/Major Cancellation (Replacement)) -	Cancel Program	(ID 61417)
ENGR 291 Solid Mechanics and Dynamics (Substantive/Major Addition (New)) -	New Course	(ID 61420)
ENGR 292 Fluids and Thermodynamics (Substantive/Major Addition (New)) -	New Course	(ID 61421)
ENGR 293 Project Management and Design (Substantive/Major Addition (New)) -	New Course	(ID 61422)

Motion Carried

2. Foundations Academic Upgrading Certificate

Remove COMP 030 and SCI 050 from the program, and wordsmith the curriculum document for clarity. COMP 030 is removed from the Fundamental Academic Upgrading program due to a number of factors including the lack of student need for the course, as a cost-savings measure, and assistance with fundamental computer skills is available in the Help Centre. SCI 050 is removed from the Intermediate Upgrading program as it did not form part of the learning outcomes, or completion requirements. The original intent of the course in the program was not realized so it can be removed.

Motion

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

Fundamental Academic Upgrading (Certificate in) (Substantive/Major Revision) -	Program Completion Requirements, Program Content, Program Delivery Arrangements, Program Description	(ID 61425)
---	--	------------

Motion Carried

3. ENGL 172

Revise the pre-requisite for the course to also allow The Dept of National Defence (DND) students in the NET, NWT, and WEng programs to take this course. Revise the hours for this course at the request of the DND. The curriculum is set for this course by the DND.

Motion

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

ENGL 172 Technical Communications 2 (Substantive/Major Revision) -	Course Pre-Requisite (alternate)	(ID 61424)
---	----------------------------------	------------

Motion Carried

4. ENGL 266

New Course. The Department of English realizes that many students are interested in reading, discussing and analyzing classical and contemporary stories designed for children and youth, as well as the film adaptations that interpreted these works (e.g., *Alice in Wonderland*, *Harry Potter*, *Twilight* series, and *Lord of the Rings* to mention a few). A second year course that critically analyses the techniques and characteristics of literature for a young audience would be one of the options among the department's revolving second year literature courses. Expertise in the department currently allows for the offering of this course, which has been desired and requested for three years. It would complement a number of disciplines within the School such as psychology, visual arts, philosophy, sociology, history, and creative writing.

Due to partnership with Orca Books in Victoria, we have two annual department awards associated with children's literature, and a growing body of library books aimed at children and youth. This course will receive university transfer credit at a number of receiving institutions, either as direct course credit, or second year unassigned English credit.

Motion

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

ENGL 266 Literature for Children & Youth (Substantive/Major Addition (New)) -	New Course	(ID 61423)
--	------------	------------

Motion Carried

5. LRNS 100

Cancel course due to budget cuts.

Questions and discussion followed. There was some concern expressed regarding the cancellation of the Learning Skills Department, however as this optional course is not attached to any specific programs Education Council was comfortable to approve.

Motion

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

LRNS 100 Effective Learning and Study Skills (Substantive/Major Cancellation (No Replacement)) -	Cancel Course	(ID 61415)
Motion Carried		

6. Mechanical Engineering Technology

The primary revision is to swap two course in Academic Term 2 and 3 to improve student success by providing them with particular course content earlier in the program. A number of swap options were considered and the one proposed was the most acceptable and beneficial for all parties involved. In addition, a typo was corrected in the Admission Requirements re. the Math requirements.

Motion

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

Mechanical Engineering Technology (Diploma in) (Substantive/Major Revision) -	Program Admission Requirements, Program Content	(ID 61426)
Motion Carried		

7. COMP 152 (Computer Concepts with Programming)

New Course. This course is intended for Arts and Science students who have some computer knowledge. This course will present computers and communications systems that affect the world we live in and the individual's responsibility in the use of computers. Students develop the skills required to effectively use a word processor, spreadsheet, presentation tools, and database software. The student will also be introduced to programming in HTML, scripting and a high level programming language.

This enriched course is intended for students with some background in computer concepts. Students without prior computer background should select COMP 156. Students who have taken COMP 156 should not take COMP 152.

Questions and discussion followed. There was concern expressed with both the elevated level of computer skills taught and the possible intention to eventually cancel the lower level COMP 156 course.

Motion

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

COMP 152 Computer Concepts with Programming (Substantive/Major Addition (New)) -	New Course	(ID 61436)
---	------------	------------

Motion Carried

8. ENGR 262 and 264

The department is updating the short description, pre-requisite, course activity and hours, and the learning outcomes to reflect the content and teaching practice that has existed for several years now.

Questions and discussion followed. There was concern expressed that faculty teach to the course learning outcomes as approved by Education Council, and the apparent need to educate the Schools.

Motion

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

ENGR 262 Analytical Methods (Substantive/Major Revision) -	Course (Activity) & Hours, Course Calendar Description, Learning Outcomes	(ID 61433)
ENGR 264 Engineering Mechanics (Substantive/Major Revision) -	Course (Activity) & Hours, Course Calendar Description, Course Pre-Requisite (increase), Learning Outcomes	(ID 61432)

Motion Carried

9. Civil Engineering Bridge

To add a special note that requires a student to achieve a greater level of success to move onto the program at UBC than what is required to graduate from the program at Camosun. The department has clarified that the Advanced Diploma in Civil Engineering Bridge is valuable for the student even if they cannot progress onto UBC.

Motion Pending

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

Civil Engineering Bridge (Advanced Diploma) (Substantive/Major Revision) -	Learning Outcomes, Other:	(ID 61435)
Motion Carried		

10. Arts and Science Studies Diploma – Coop Appendix

To add the option of a work experience. This will be viewed as an enhancement by students and will offer them the same opportunities of the Arts and Science Associate Degree students.

Motion		
It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:		
Arts and Science Studies Diploma	Coop Education: yes	(ID 61438)
Arts and Science Studies Diploma Coop Appendix	New Appendix	(ID 61439)
ASDP 101 Cooperative Work Experience 1	New Course	(ID 61440)
ASDP 102 Internship Work Experience 1	New Course	(ID 61441)
ASDP 201 Cooperative Work Experience 2	New Course	(ID 61442)
ASDP 202 Internship Work Experience 2	New Course	(ID 61443)
Motion Carried		

11. Bachelor of Business Administration (Accounting Major; Mark. Comm. Mgmt Major; Hum. Res. Mgmt & Lead. Major)

The primary revision is to allow students to enter the four year BBA degree in year one. Currently students enter the BBA in year 3 with a min. GPA of “B-” Identifying BBA bound students sooner will help the School of Business welcome them sooner, invite them to orientation, and set them up with a personal learning plan, etc. As a result of this change a Year 3 progression requirement (of a “B-” GPA in 13 identified first and second year courses) is being proposed for the Accounting majors, and all three programs are proposing a “C+” completion requirement.

Motion		
It was moved and seconded by the College Curriculum Committee that Education Council approves the proposed curriculum changes to:		
Business Admin, Accounting Major (Bachelor of) (Substantive/Major Revision) -	Program Admission Requirements, Program Completion Requirements, Program Description	(ID 61429)
Business Admin, HR Mgmt & Leadership Major (Bachelor of) (Substantive/Major Revision) -	Program Admission Requirements, Program Completion Requirements, Program Description	(ID 61427)
Business Admin, Mrkting Comm Mgmt Major (Bachelor of) (Substantive/Major Revision) -	Program Admission Requirements, Program Completion Requirements, Program Description	(ID 61428)
Motion Carried		

12. Computer Systems Technician/Technologist (via electronic vote)

Add LRNS 102 (learning skills course) into the program as a required course in Academic Term 1 to contribute to student success.

Motion

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

Computer Systems Technician/Technologist (Substantive/Major Revision)	Program Content	(ID 61431)
--	-----------------	------------

Motion Carried

Via Electronic Vote June 20, 2012

(10 yes votes received – Thea, John G., Barbara, Joanne, Karin, Paul, Carly, Patricia, Cynthia, Kathy)

I. DISCUSSION

1. INTERNATIONAL OPPORTUNITIES – JOHN BORAAS

Deferred to next meeting due to time constraints.

2. SELECTIVE QUALIFICATION – DRAFT EDUCATIONAL STANDARD – JOHN BORAAS

John gave a brief introduction to the draft standard, including a summary of its development to date. He requested Cynthia Wrate, who drafted the most recent version of the standard, give an overview of it. Cynthia reviewed the standard with the council. Questions and discussion followed, including but not limited to:

- *I Like the name “Selective Qualification”*
- *I don’t like the name “Selective Qualification”. What we are talking about is admission. Should be considered “Selective Admission”.*
- *Most other institutions commonly refer to this as “Selective Admission”.*
- *Want to add the principle statement from our Policy into this standard that refers to “tailoring our admission policy to support demonstrated community need or to enable partnerships”.*
- *We should only be doing this on an exceptional basis.*
- *Do not agree that this should be on an exceptional basis. Selective admission is supported by the principle in our policy. Selective Admission is not against our policy’s principle and should be considered where legitimately appropriate.*
- *This should go to the Board. It will.*
- *Believe in our philosophy of first qualified first served, but grappling with the demonstrated need for it in some areas.*
- *Need to be clear on the terms “qualified” and “admitted”. Qualified does not change because your GPA rank is higher from one term to the next. Qualified means you meet the all the requirements, however being admitted can change from term to term depending on where you rank in the GPA ranking. Is this what others understand to be the case?*
- *This is a hard conversation.*

- *This is not aligned with the personal values of some Education Council members re. first qualified first served, however there are other values that we need to respond to re. community need and student success. We may be placing greater value on first qualified first served over balancing the needs of student success and community need.*
- *Need some more work on this document.*

There was unanimous consent by Education Council members to table this document for further development.

3. REVISIONS TO THE NURSING ADMISSION REQUIREMENTS – STEPHEN BISHOP

Stephen highlighted various point from the Department of Nursing submission to move to a selective admission process for Sept 2013. Mary Ellen Purkis, UVic Dean of HSD was also invited to the Education Council table to participate in the discussion. Questions and discussion followed.

Note – It was recommended that the Department of Nursing look into an objective test to assess the spoken English fluency of the students. The English as a Second Language Department at Camosun should be able to assist in this.

Motion

It was moved by Stephen and seconded by Barbara that Education Council approves the proposed curriculum changes to:

Nursing (Science in) (Bachelor of) (Substantive/Major Revision) -	Program Admission Requirements, Program Content (minor)	(ID 61437)
--	---	------------

Motion Carried

Abstention (Gail, Nancy [re. lack objective oral assessment], Karin)

K. NEXT MEETINGS

Regular Meeting

Monday, Sept 24, 2012, 4:00-6:00, Interurban, CC 321

L. ADJOURNMENT

The meeting adjourned at 6:40 pm.