



Education Council

Ensuring that our students are provided with quality educational experiences



Ex-250-002-002

Minutes

Monday, October 15, 2012

4:00 – 6:00

CC 321, Interurban

Present

Barbara Herringer (Administration)
 Carly Hall (Faculty), Chair
 Cynthia Wrate (Faculty), Vice-Chair
 Gail Baxter (Support Staff)
 John Boraas (Administration)
 Karin Kaercher (Faculty)
 Kathy Tarnai-Lokhorst (Faculty)
 Kathryn Laurin (President)

Nancy Sly (Faculty)
 Nicole Greengoe (Administration)
 Mindy Cui Yu Jiang (Student)
 Patricia Gaudreault (Faculty)
 Paul Brady (Faculty)
 Thea Todd (Faculty)
 Shelley Butler (Permanent Secretary)

Regrets/Absent

Joanne Cumberland (Support Staff)

John Gordon (Faculty)

Guests

Madeline Keller-Macleod, Student

Meeting

A. CALL TO ORDER AND A DECLARATION OF QUORUM

The Regular Meeting was called to order at 4:09 by Carly Hall, 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'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. ACCEPTANCE OF AGENDA

The Oct 15, 2012 agenda was accepted via unanimous consent.

D. APPROVED MINUTES

The Sept 24, 2012 minutes were approved via unanimous consent with one correction: add Carly Hall to both new sub-committees as a member.

E. REPORTS

1. EDUCATION COUNCIL CHAIR – CARLY HALL

Carly reported that the Ed Approvals Steering Committee and Ed Co Governance Committee will be up and running soon.

2. VP EDUCATION – JOHN BORAAS

John reported on the opening of the Centre of Excellence for Teaching and Learning. He noted there was considerable excitement around the event. He also noted that there will be a training session related to this to be held on Oct 19th regarding life-changing learning and leadership. It is intended that this workshop will be brought to Education Council and the Board of Governors in the future. He is also working on a Budget Consultation Process document that will be brought to Education Council at an upcoming meeting.

3. BOARD – CARLY HALL

Carly noted that Madeline Keller-Macleod, a Camosun student who sits on the Board is considering being the Board Liaison for Education Council.

F. COMMITTEE REPORTS

1. AWARD'S COMMITTEE – JOANNE CUMBERLAND

Nil

2. EDUCATION COUNCIL BY-LAWS – JOHN BORAAS

John reviewed the briefing document. He states that the intent of the By-Laws Committee is to bring forward the revised By-laws at the November Education Council meeting for approval. If members have any feedback regarding the revision they should forward to John via Shelley Butler.

3. ALTERNATES AND ELECTIVES - KATHY TARNAI-LOKHORST

Kathy presented the DRAFT Electives Standard for approval. She briefly reviewed the feedback received by Education Council members and how it was incorporated into the standard.

Motion

It was moved by Kathy, with the endorsement of the Electives and Alternates Committee, and seconded by Cynthia, that Education Council approves the Electives Standard EX 260-001-004, as updated and presented on October 15, 2012, for immediate use and implementation.

Motion Carried

G. COLLEGE CURRICULUM COMMITTEE PRESENTATIONS & REPORT – NICOLE GREENGOE

1. APMC 500V, 501V, 502V, 503V, 504V, and 505V

Change the course grading system from the Competency Based grading system to the Letter Grades grading system. When the Applied Project Management Certificate was created there was an error in how the students would be graded out. It was originally thought that a competency model approach would be used, however, as the 6 courses of the program each have individual assessments and a specific grade attached, it is more appropriate to use the letter grading scheme.

Students must attain a passing grade of C in each of the course modules to move on to the next course in the series (sequence) so the integrity of the program remains intact. Many students use these courses for credit towards a PMP designation with the Project Management Institute (PMI). This organization requires individual grades to grant credit. I feel that it would be in the students' best interest to enter these (letter) grades into our system so they could generate a record for their entire program.

Motion

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

APMC 500V Project Initiation and Charte (Substantive/Major Revision) -	Course Grading System	(ID 61514)
APMC 501V Project Planning, Scheduling a (Substantive/Major Revision) -	Course Grading System	(ID 61515)
APMC 502V Project Execution and Control (Substantive/Major Revision) -	Course Grading System	(ID 61516)
APMC 503V Project Leadership & Communica (Substantive/Major Revision) -	Course Grading System	(ID 61517)
APMC 504V Project Closing & Continuous (Substantive/Major Revision) -	Course Grading System	(ID 61518)
APMC 505V Applied Program Management Int (Substantive/Major Revision) -	Course Grading System	(ID 61519)

Motion Carried

2. ENGL 104 and ENGL 106

The Department of English wishes to add ENGL 092, ELD 092 and ENGL 142 as alternate pre-requisites to ENGL 104 and ENGL 106, in order give upgrading students the widest range of possible courses to fulfill the pre-requisite, and based on input from Advising in the spring, the greatest number of course combinations to get into 104 and 106.

English faculty believe that academic preparation in 092 and 142 will be adequate for student success in English 104/106.

Motion

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

ENGL 104 Preparatory English Lit (Substantive/Major Revision) -	Course Pre-Requisite (alternate)	(ID 61520)
ENGL 106 Preparatory Indigenous Literat (Substantive/Major Revision) -	Course Pre-Requisite (alternate)	(ID 61521)

Motion Carried

3. BUS 130, BUS 280, and BUS 325

After a course review and renewal it was decided to update the following three BUS courses: BUS 130, 280, and 325.

Motion

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

BUS 130 Business Communication (Substantive/Major Revision) -	Course Calendar Description, Course Pre-requisite (replacement), Learning Outcomes	(ID 61513)
BUS 280 Entrepreneurship (Substantive/Major Revision) -	Course Pre-requisite (replacement), Learning Outcomes	(ID 61512)
BUS 325 Human Resources Mgmt System (Substantive/Major Revision) -	Course (Activity) & Hours, Course Calendar Description, Course Type (Mode of Delivery)	(ID 61511)
Motion Carried		

4. Post Degree Diploma in Business Administration (Coop Appendices)

The 3 Post Degree Diplomas in Business Administration (Accounting, Human Resource Management & Leadership, and Marketing) were approved by Education Council in April/May 2012. All three programs were approved with the intent to offer students an optional Internship work experience. However, at the time the paperwork was not submitted for the Internship experience via the "Cooperative Education or Internship Designation Appendix". The school is now submitting at this time.

The appendix for each program notes the eligibility requirements, learning outcomes associated with the experience, the required Internship course, schedule for the credential, the completion requirements, and the credential awarded.

Motion

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

Business Admin - Accounting Option (Post-Degree Diploma) (Substantive/Major Revision) -	Other:, Program Credential Awarded	(ID 61510)
Business Admin - HR Management & Leadership (Post-Degree Diploma) (Substantive/Major Revision) -	Other: Add new coop appendix.	(ID 61508)
Business Admin - Marketing Option (Post-Degree Diploma) (Substantive/Major Revision) -	Other: Add new coop appendix.	(ID 61509)
Motion Carried		

5. Electronics and Computer Eng Tech Renewable Energy

To update information on the document:

1. Pre-requisites: Request by the Math dept for clarification of wording for the math Pre requisites.
2. Program Content: Update Math course titles as they are listed in error (cascading change).
3. Special Notes: Update information regarding the eligible Bridging program that a student who qualifies can enter.

Motion

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

Electronics and Computer Engineering Technology - Renewable Energy (Diploma in) (Substantive/Major Revision) -	Other:, Program Admission Requirements, Program Content	(ID 61507)
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H. PRESENTATIONS AND/OR DISCUSSIONS

1. APPLIED COMMUNICATIONS CANCELLATION

John Boraas walked Education Council through the “Applied Communications” Cancellation agenda package. He reviewed the legislative responsibility of the Board to cancel programs as per the College and Institute Act, the College Program Suspension and Cancellation Policy and the process and consultation process to date regarding the intent to cancel the program. He noted that the recommendation to cancel the program was part of a budget process earlier this year. John noted that he is requesting that Education Council provide advice for the Board of Governors as per the requirement of the College and Institute Act.

To facilitate the discussion, Carly requested Education Council consider three topics:

1. Following the Program Suspension and Cancellation Policy
2. Implications for students
3. Implications for the college and community

Questions and discussion followed. See attached document for the official advice based on the meeting discussion from Education Council to the Board of Governors.

I. NEXT MEETING

Happy Holiday’s Social

Monday, Dec 10, 2012, 3:30-4:00, CC 321, Interurban

Regular Meeting

Monday, Dec 10, 2012, 4:00-6:00, CC 321, Interurban

J. ADJOURNMENT

The meeting adjourned at 5:55 pm.

K. APPENDICES
