



Education Council

Ensuring that our students are provided with quality educational experiences



Ex-250-002-002

Approved Minutes

Monday, Feb 18, 2013

4:00 – 6:00 Meeting

CC 121, Interurban

Present

Carly Hall (Faculty), Chair
 Cindy Kwok (Permanent Secretary)
 Corrine Michel (Faculty)
 Cynthia Wrate (Faculty), Vice-Chair
 Gail Baxter (Support Staff)
 Insu Kim (Student)
 Joanne Cumberland (Support Staff)
 John Gordon (Faculty)

Karin Kaercher (Faculty)
 Kathy Tarnai-Lokhorst (Faculty)
 Madeline Keller-MacLeod (Board of Governors)
 Mindy Cui Yu Jiang (Student)
 Nancy Sly (Faculty)
 Patricia Gaudreault (Faculty)
 Paul Brady (Faculty)
 Richard Stride (Administration)
 Shelley Butler (Permanent Secretary)

Regrets/Absent

Anita Ferriss (Administration)
 John Boraas (Administration)
 Kathryn Laurin (President)

Nicole Greengoe (Administration)
 Thea Todd (Faculty)

Guests

Peggy Tilley, Arts and Science
 Andrew Bryce, Applied Communications
 Lois Fernyhough, Applied Communications

Alan Duncan, Electronics and Computer Engineering
 Ian Cameron, Electronics and Computer Engineering

Meeting

A. CALL TO ORDER AND A DECLARATION OF QUORUM

The Regular Meeting was called to order at 4:08 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. WELCOME AND ROUNDTABLE

Carly welcomed everyone and requested a roundtable check-in.

D. ACCEPTANCE OF AGENDA

The February 18, 2013 agenda was accepted via unanimous consent.

E. APPROVED MINUTES

The January 21, 2012 minutes were approved via unanimous consent.

F. REPORTS

1. EDUCATION COUNCIL CHAIR – CARLY HALL

Carly noted that Education Council is hoping to have a retreat in May or June. Details to be announced at a later date.

2. VP EDUCATION – JOHN BORAAS

John sent his regrets for the meeting.

3. BOARD –MADELINE KELLER-MACLEOD

Madeline reported that the College has signed an agreement with the Wes'Saanich school board.

G. COMMITTEE REPORTS

1. AWARD'S COMMITTEE – CARLY HALL & JOANNE CUMBERLAND

African Awareness Award – Carly Hal

Carly reminded Education Council of the request by Francis Yee and Francis Adu-Febiri to move the African Awareness Award from Education Council to the School of Arts and Science. Education Council expressed some concern regarding this initial request. Carly communicated the concerns to Francis and Francis via email. She reviewed the email conversations between herself and Francis with Education Council. Francis and Francis are comfortable with the award staying with Education Council, however they would request the application date be consistent with the other Awards in the School of Arts and Science, and that a NGO rep from the community or a member of the African Awareness Committee be allowed to participate in the selection process for the award. Some members of Education Council noted an apparent conflict of interest if a member of the African Awareness Committee takes part in the selection process.

Lt. Governor's Silver Medal Award – Joanne Cumberland

Joanne briefed Education Council that the Awards Committee selected Jason Keddie as this year's recipient for the Lt. Governor's Silver Medal Award. Joanne reviewed Jason's accomplishments and contributions that made him the successful candidate during the selection process.

Motion

It was moved by Joanne and seconded by Kathy that Education Council approves Jason Keddie as this year's recipient for the Lt Governor's Silver Medal Award.

Motion Carried

2. ALTERNATES AND ELECTIVES - KATHY TARNAL-LOKHORST

Kathy noted that there is no report at this time. She noted that the committee would meet during the week of Feb 18. She will have a report at the next meeting.

3. EDUCATION COUNCIL STEERING COMMITTEE – ED APPROVALS REVIEW AND RENEWAL – CARLY HALL FOR KARIN KAERCHER

Karin reported that the Committee continues to meet weekly. The committee has had good conversations during which they gained clarity on curriculum matters versus operational matters and are currently working on identifying the responsibilities and accountabilities of the various stakeholders in the educational approvals process. The VP Education office has also approved a special project that will identify and recommend processes, procedures and tools to address the operational and implementation components of the educational approval process. This will complement the work of this committee and will provide developers with clarity on the steps that need to be taken to operationalize new or revised curriculum.

4. EDUCATION COUNCIL GOVERNANCE / ACCOUNTABILITY – ED APPROVALS REVIEW & RENEWAL – CARLY HALL FOR CYNTHIA WRATE

Carly reported that meeting times were being set to accommodate the various member schedules.

5. SELECTIVE ADMISSION – CARLY HALL

Carly reported that the committee has reviewed the current draft standard and supporting documents and is redrafting it. They will have an update at the next Education Council Meeting.

H. COLLEGE CURRICULUM COMMITTEE (CCC) PRESENTATIONS & REPORT – PEGGY TILLEY FOR NICOLE GREENGOE

1. Certificate in Digital Communication (Arts & Science Studies) – presented by Lois Fernyhough and Andrew Bryce

Lois and Andy presented the new Certificate in Digital Communication. This two-semester (10 courses) certificate introduces students to study of digital communication and its impact on society. Graduates will be able to seek transfer credits into 2nd year of BA in Digital Media at VIU or continue their studies towards a Diploma in Arts and Science Studies at Camosun.

Questions and discussion followed.

Motion

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

Digital Communication (Certificate in) (Substantive/Major Addition (New)) -	New Program/Credential	(ID 61943)
DIME 115 Digital Production 1 (Substantive/Major Addition (New)) -	New Course	(ID 61944)

Motion Carried

2. Certificate in Computer Network Electronics Technician (School of Trades & Technology) – presented by Alan Duncan and Ian Cameron

Alan Duncan and Ian Cameron presented the new “Certificate in Computer Network Electronics Technician”. The 10 month certificate program has a practical career-oriented approach with emphasis on the installation, repair and maintenance of computers, servers, computer networks and electronic systems.

Employers value Industry certifications in addition to the Camosun certificate. As such the Computer Network Electronics Technician program focuses on several industry recognized certifications. These include the Cisco Certified Network Associate (CCNA), Comp TIA A+, Security +, Microsoft Server, and Certified Fiber Optic Technician (CFOT) certifications. Not only will students gain important knowledge and skills, but they will be given the tools and practice to be more successful in acquiring these industry certifications.

Graduates may seek employment at an entry level in the network management, computer maintenance or industrial or consumer repair fields. Alternatively, they may elect to enter one of the Technician specialty programs offered at other colleges across Canada and the United States that have common core electronics as a prerequisite.

Questions and discussion followed. Topics included, but were not limited to how this content relates to Computer Systems Technology topics, how the department might want to connect with Business re. the customer service course, when the program would start, and if there was an internship.

Motion

It was moved by Kathy and seconded by Patricia that Education Council’s discussion go In Camera. **Motion Carried.**

Guests left the meeting.

Discussion followed. Topics included but were not limited to “25 hours a week” student contact rule, how we allocate hours in DL or Blended delivery programs, and how Education Council evaluates the consultation that has taken place during curriculum development.

The In Camera session was ended via unanimous consent. Guests were asked to return to the meeting. Questions and discussion followed. Topics included, but were not limited to, the number and type of hours student would be expected to complete every week, the overlap of content in relation to the Computer Systems Technology program, how the D2L content was designed, and the consultation during the curriculum development.

Motion

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

Computer Network Electronics Technician (Certificate in) (Substantive/Major Addition (New)) -	New Program/Credential	(ID 61950)
ELEX 100 Customer Service for Technicians (Substantive/Major Addition (New)) -	New Course	(ID 61951)
ELEX 132 Exam Preparation (Substantive/Major Addition (New)) -	New Course	(ID 61952)
ELEX 134 Network Fundamentals and Routing (Substantive/Major Addition (New)) -	New Course	(ID 61953)
ELEX 135 LAN Switching/Wireless/Routing (Substantive/Major Addition (New)) -	New Course	(ID 61954)
ELEX 136 Infrastructure Cabline (Substantive/Major Addition (New)) -	New Course	(ID 61955)
ELEX 137 Workstation Security (Substantive/Major Addition	New Course	(ID 61956)

(New)) -		
ELEX 138 PC Workstation Fundamentals (Substantive/Major Addition (New)) -	New Course	(ID 61957)
ELEX 139 PC Server Fundamentals (Substantive/Major Addition (New)) -	New Course	(ID 61958)
ELEX 145 DC Circuit Analysis and Devices (Substantive/Major Addition (New)) -	New Course	(ID 61959)
ELEX 146 AC Circuit Analysis and Devices (Substantive/Major Addition (New)) -	New Course	(ID 61960)
ELEX 150 Data Transmission (Substantive/Major Addition (New)) -	New Course	(ID 61961)
ELEX 160 Digital Logic and Microprocessors (Substantive/Major Addition (New)) -	New Course	(ID 61962)
ELEX 163 Home and Ind. Automation (Substantive/Major Addition (New)) -	New Course	(ID 61963)
ELEX 190 Technician Project 1 (Substantive/Major Addition (New)) -	New Course	(ID 61964)
ELEX 191 Technician Project 2 (Substantive/Major Addition (New)) -	New Course	(ID 61965)
ELEX 192 Technician Project 3 (Substantive/Major Addition (New)) -	New Course	(ID 61966)
		Motion Carried
		<i>Abstention – Kathy, Nancy No- Karin, Corrine</i>

Post- Discussion

Education Council expressed a variety of concerns and difficult emotions related to their governance role and the review of curriculum coming forward for approval. Topics included but were not limited to what are appropriate questions to be asking at the table and how “financial pressure” effects decision making. Carly noted that these were great topics and that they appropriate for further discussion at our upcoming retreat.

3. MATH 109, 112, 113

The department proposed relaxing and simplifying the prerequisites of the above-mentioned courses. The department would like to change one of the alternate prerequisites from “C+ in either MATH 135 or MATH 072 and C in FIN 110” to simply “C+ in either MATH 135 or MATH 072”. This is because Colleague is unable to handle prerequisites with two different letter grades that include both AND’s and OR’s. Although FIN 110 provides the student with additional post-secondary experience in a quantitative course, the content of FIN 110 is not necessary for success in the above-mentioned courses.

MATH 109 (Finite Mathematics): The department would like to allow “C” rather than “C+” in Math 11 or its alternates. This will align with UVic and other post-secondary institutions. In addition, the department proposed to change one of the alternate prerequisites from “C+ in either MATH 135 or MATH 072 and C in FIN 110” to simply “C+ in either MATH 135 or MATH 072”.

MATH 112 (Fundamentals of Math 1): The department would like to change one of the alternate prerequisites from “C+ in either MATH 135 or MATH 072 AND C in FIN 110” to simply “C+ in either MATH 135 or MATH 072.”

MATH 113 (Fundamentals of Math 2): The department would like to change one of the alternate prerequisites from “C+ in either MATH 135 or MATH 072 AND C in FIN 110” to simply “C+ in either MATH 135 or MATH 072.”

Motion

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

MATH 109 Finite Mathematics (Minor Revision) -	Course Pre-Requisite (alternate), Course Pre-Requisite (relax)	(ID 61947)
MATH 112 Fundamentals of Math 1 (Minor Revision) -	Course Pre-Requisite (alternate), Course Pre-Requisite (relax)	(ID 61948)
MATH 113 Fundamentals of Math 2 (Minor Revision) -	Course Pre-Requisite (alternate), Course Pre-Requisite (relax)	(ID 61949)
Motion Carried		

4. COMP 103 & 106

COMP 103 (Internship 1): Add new course - “Internship – 3 months”.

COMP 106 (Internship 2): Add new course “Internship – 6 months”.

Questions and discussion followed. Discussion centered on the need for the Internship course when there already was a Coop course in place.

Motion

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

COMP 103 Internship - 3 months (Substantive/Major Addition (New)) -	New Course	(ID 61945)
COMP 106 Internship - 6 months (Substantive/Major Addition (New)) -	New Course	(ID 61946)
Motion Carried		
<i>Abstain – Mindy, Kathy, Richard, Karin, Corrine</i>		

I. PRESENTATIONS AND/OR DISCUSSIONS**1. PROGRAM MIX ANALYSIS – JOHN BORAAS AND JOAN YATES**

Nil

J. NEXT MEETING**Regular Meeting**

Monday, Mar 18, 2013, 4:00-6:00 pm, CC 321, Interurban

K. ADJOURNMENT

The meeting adjourned at 6:40 pm.