



# Approved Minutes

Monday, Feb 17, 2014

4:00 – 6:00 pm

CC 321, Interurban

## Present

Andy Chen, Student	Narine Grigoryan, Faculty
Carly Hall, Faculty	Nicole Greengoe, Administration
Craig Derksen, Faculty	Piotr Burek, Student
Dominic Bergeron, Administration	Richard Stride, Administration
Joanne Cumberland, Support Staff	Shohreh Hadian, Faculty
John Boraas, Administration	Todd Ormiston, Faculty
Kimberly Eden (Acting Permanent Secretary)	Tony Vernon, Faculty
Mindy Cui Yu Jiang, Student	

## Regrets/Absent

Corrine Michel, Faculty	Leslie Martin, Support Staff
Cynthia Wrate, Faculty	Pamela Webster, Student
Ian Cowan, Board Representative	Shelley Butler, Permanent Secretary
Karin Kaercher, ICC Chair (Special Guest)	Stephen Bishop, Faculty
Kathryn Laurin, President	

## Guests

Andy Bryce, Arts and Science	Lois Fernyhough, Arts and Science
------------------------------	-----------------------------------

ITEM	PRESENTER
<b>A. Call to order and declaration of quorum</b> The Regular Meeting was called to order at 4:07 by Carly Hall, Education Council Chair.	Carly Hall
<b>B. Acknowledgement of Coast Salish Territory</b> <i>Carly acknowledge 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. <a href="http://camosun.ca/aboriginal/territory.html">http://camosun.ca/aboriginal/territory.html</a></i>	Carly Hall
<b>C. Round-Table Check-In</b> Carly welcomed everyone and requested a roundtable check-in.	Carly Hall
<b>D. Acceptance of Agenda</b>	Carly Hall

ITEM	PRESENTER
The Feb 17, 2014 agenda was accepted via unanimous consent.	
<b>E. Minutes for approval</b> The Jan 27, 2014 minutes were approved via unanimous consent, with the correction that Dominic Bergeron was listed as attending this meeting, however he was absent.	<b>Carly Hall</b>
<b>F. Reports</b>	
<b>1. Education Council Chair</b> Carly advised that she would be reporting later on in the meeting.	<b>Carly Hall</b>
<b>2. VP Academic</b> John advised that he would be reporting later on in the meeting.	<b>John Boraas</b>
<b>3. Board Member</b> Ian Cowan was absent but Carly advised that the main item discussed at the January Board meeting was the budget. The details of which are still confidential.	<b>Ian Cowan</b>
<b>G. Committee Reports</b>	
<b>1. Awards</b> Nil	<b>Joanne Cumberland</b>
<b>2. Education Council Steering Committee – Education Approvals Review &amp; Renewal</b> Carly advised this item will be discussed later on in the meeting.	<b>Carly Hall</b>
<b>3. Education Council Governance/Accountability – Education Approvals Review &amp; Renewal</b> Cynthia was absent but sent Carly the following updates: The Governance Committee met on February 11 <sup>th</sup> . At the meeting, we developed a draft of the component of terms of reference for the committee. This content will comprise a rough draft of the Committee’s Terms of Reference for review by the Committee on march 6 <sup>th</sup> , and it is hoped that it will come to EDCO on March 17 <sup>th</sup> . The committee also discussed the importance of clarifying and defining governance terms, such as ‘policies’ vs. ‘standards’. The importance of this step was echoed at a Senior Academic Administrators Forum that Cynthia attended on behalf of EDCO on February 13 <sup>th</sup> in Vancouver. At the next committee meeting, the agenda will include beginning to lay the groundwork for policy that addresses some of the issues raised through the ICC approvals. A credentializing policy has been identified as a likely priority. Of note to EDCO is the focus of the SAAF Forum last week was on non-degreed credentials. Kwantlen and Langara both presented the principles/frameworks their institutions had prepared to guide the development of non-degreed credentials. The frameworks provided sound models that will prove of benefit to Camosun, and will be	<b>Cynthia Wrate</b>

ITEM	PRESENTER
shared at the next Governance Committee meeting.	
<b>H. Integrated Curriculum Committee Report</b>	
<b>1. Curriculum Recommended for Approval</b>	<b>Andy Bryce, Lois Fernyhough, and Nicole Greengoe</b>
Andy Bryce presented the proposed Certificate in Digital Production, Design, and Writing.	
<p><b>Motion</b> It was moved and seconded by the Integrated Curriculum Committee that Education Council approves changes to:</p> <ul style="list-style-type: none"> <li>• <b>Certificate in Digital Media Production</b> <i>New program and courses to take effect September 2014.</i> <ul style="list-style-type: none"> <li>• Certificate in Digital Media Production (ID62530)</li> <li>• Coop Appendix – Digital Media Production (ID62531)</li> <li>• CMNS 160 (ID 62532), CMNS 165 (ID62533), DIME 116 (ID62534), DIME 125 (ID62535), DIME 126 (ID62536), DIME 145 (ID62537)</li> </ul> </li> </ul> <p style="text-align: right;"><b>Motion Carried</b></p>	
<b>REGULAR CURRICULUM</b>	
<p><b>2. Motion</b> It was moved and seconded by the Integrated Curriculum Committee that Education Council approves changes to following revised curriculum :</p> <ul style="list-style-type: none"> <li>• <b>E.A.R.T.H. Gardening</b> (ID 62522) <i>Change in participation requirements, program content and completion requirements.</i></li> <li>• <b>Workplace Literacy and Numeracy</b> (ID 62523) <i>Change in participation requirements, program content and completion requirements.</i></li> <li>• <b>ANTH 290</b> (ID 62526) <b>and PSC 290</b> (ID 62527) <i>New Courses</i></li> <li>• <b>GBST 200</b> (ID 62528) <i>Change in pre-requisite</i></li> <li>• <b>HIST 115*</b> (ID 62529) <i>New Course</i></li> </ul> <p style="text-align: right;"><b>Motion Carried</b></p>	
<p><i>*Note – there is a typo error in the HIST 115 pre-requisite. The pre-requisite should be English 12 with a C+ or the equivalents and/or alternates.</i></p>	
<b>2. Governance/Standards Issues Arising from Curriculum Review</b> Nil.	<b>Nicole Greengoe</b>
<b>I. Presentations and/or Discussions</b>	
<b>1. Categories of Change, Expedited Approvals Process, and Ed Approvals Flowchart</b> (see Briefing and docs included in agenda package)	<b>Carly Hall</b>
<p>The committee discussed the categories of changes and the flowchart. It was noted that under Category 3, bullet four needed to be clearer by reflecting that the level could be reversed.</p>	

ITEM	PRESENTER
<p>The committee discussed the Expedited Approvals Process and were assured that this process would be used discretionarily. If Executive approves curriculum or curriculum changes through this process that ICC and EDCO review would happen after-the-fact as needed.</p> <p>This process would most commonly allow a relaxed timeframe as opposed to not going through the regular approval process.</p> <p>Carly also acknowledged all the work Karin Kaercher put into leading the Ed Co Steering Committee and the development of the new Education Approvals process.</p>	
<p><b>Motion</b></p> <p>It was moved by Carly Hall and seconded by Richard Stride to approve the Categories of Change and the Expedited Approvals Process.</p> <p style="text-align: right;"><b>Motion Carried.</b></p>	
<p><b>2. College Budget Update</b></p> <p>John reported that unfortunately at this time he doesn't have specifics to share regarding the budget. CET has received submissions from the schools and many ideas from the college community. He indicated that going forward the college's approval process will need to look at financial sustainability as part of the rationale for programs going forward. We will be consulting with EDCO, as legislated, when considering any program reductions.</p> <p>Communications from CET will be coming out shortly and we will be looking for suggestions on how to receive feedback from the college community.</p>	<b>John Boraas</b>
<p><b>J. Next Meeting</b></p> <p><b>Regular Meeting</b></p> <p>Monday, March 17, 2014, 4:00-6:00, CC 321, Interurban</p>	<b>Carly Hall</b>
<p><b>K. Adjournment</b></p> <p>The Meeting adjourned at 5:35 pm.</p>	<b>Carly Hall</b>