



# Approved Minutes

Monday, Dec 14, 2015

4:00-6:00 pm

CC 321, Interurban

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## Present

Connie Klassen, ICC Chair	Peter Ove, Faculty
Corrine Michel, Indigenization Coordinator	Rachael Grant, Student
Cynthia Wrate, Faculty	Sarah Lindsay, Student
Dominic Bergeron, Administration	Shelley Melissa, Faculty
Emara Angus, Student	Sherri Bell, President
John Boraas, Administration	Shohreh Hadian, Faculty
Laylee Rohani, Board of Governors	Stephen Bishop, Faculty
Nicole Greengoe, Administration	Steven Rumpel
Patrick Jones, Faculty	Tim Ayers, Faculty

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## Regrets/Absent

Alison Bowe, Faculty	Leslie Martin, Support Staff
Bijan Ahmadi, Faculty	Lisa Robertson, Faculty
Cindy Drover-Davidson, Support Staff	Shelley Butler, Perm. Secretary
Hannah Thomson, Student	

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## Guests

Jody Isaac, Access	Pat Wrean, Access
Saryta Schaerer, Trades and Technology	Stephanie Milne, Acting Perm. Secretary
Stephanie Milne	

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<b>ITEM</b>	<b>PRESENTER</b>
<b>A. Call to order and Declaration of Quorum</b> The Regular Meeting was called to order at 4:02 by Cynthia Wrate, Education Council Chair.	<b>Cynthia Wrate</b>
<b>B. Acknowledgement of Coast Salish Territory</b> <i>Cynthia acknowledges 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>	<b>Cynthia Wrate</b>
<b>C. Round-Table Check-In</b> Cynthia welcomed everyone and requested a roundtable check-in.	<b>Cynthia Wrate</b>

ITEM	PRESENTER
<b>D. Acceptance of Agenda</b> The Dec 14, 2015 agenda was accepted via unanimous consent	Cynthia Wrate
<b>E. Minutes for Approval</b> The Nov 16, 2015 regular meeting minutes were approved via unanimous consent.	Cynthia Wrate
<b>F. Reports</b>	
<b>1. Education Council Chair</b> Cynthia noted that participated on the hiring committee for the Manager Education Policy. The committee has selected a successful candidate and an announcement will be soon. It is worth noting that there was an excellent pool of candidates that applied for the position. Cynthia also noted that she attended the Board of Governor's strategic issues meeting on services to students.	Cynthia Wrate
<b>2. VP Education</b> John also reported that we have concluded our hiring process for the Manager Education Policy. This will be an important position within the college and he looks forward to examining policy via a community centered lens.	John Boraas
<b>3. Board Member</b> Laylee reported that there was a strategic session by the board on services to students. The session presented information from a learner's perspective and outlined the various services students encountered as they moved through the college (i.e. admissions, registration, advising, ombud's office, DRC, library, etc.). Additionally there was a student panel, including EdCo member Rachael Grant who shared their experiences. It was a great session and a lot of learning was had.	Laylee Rohani
<b>G. Committee Reports</b>	
<b>1. Awards</b> Nil	Dominic Bergeron
<b>2. Education Approvals Steering Committee</b> Cynthia reports there was a robust discussion on the concept of using "in lieu of" for course requisites, program completion, admission requirements, etc. In addition, Cindy Drover-Davidson volunteered as Chair for the Committee. The next meeting will take place in January.	Cynthia Wrate
<b>3. Education Council Policy and Standards Committee</b> Steven is also pleased with the hiring of the Manager of Education Policy. He noted a more formal announcement with details will be released in the coming days. He wished to thank all members of the hiring committee. In addition, he noted that the College is now beginning a discussion on how educational issues emerge. This will form the topic of	Steven Rumpel

ITEM	PRESENTER
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discussion for the first meeting of the Ed Standards and Policy group for 2015 on Thursday, Dec 17, 2015.

## H. Integrated Curriculum Committee Report

Connie Klassen

### Curriculum Recommended for Approval

#### PRESENTATION 1

Jody Isaac presented the proposed Certificate in Pathways for Life. Questions and discussion followed.

##### Motion

It was **moved by** Stephen Bishop and **seconded by** Tim Ayers that Education Council approves changes to the following curriculum :

Proposed new Pathways for Life Certificate

- Certificate in Pathways for Life (IDS 1509)
- ETP 040 (IDS 1510), ETP 041 (IDS 1534), ETP 042 (IDS 1535) – new courses

**Motion Carried**

#### PRESENTATION 2

Tim Ayers presented the revised Engineering Bridge programs to UBC. Questions and discussion followed.

##### Motion

It was **moved by** Shohreh Hadian and **seconded by** Emara Angus that Education Council approves changes to the following curriculum :

Revised programs

- Mechanical Engineering Bridge to UBC (IDS 1556)
  - Mechanical Engineering Technology to UBC Bridge Coop Appendix (IDS 1563)
- Civil Engineering Bridge to UBC (IDS 1559)
  - Civil Engineering Technology to UBC Bridge Coop Appendix (IDS 1566)
- Mining Engineering Bridge to UBC (IDS 1560)
  - Mining Technology Bridge Coop Appendix (IDS 1561)
- ENGR 104 (IDS 1567) – new course
- ENGR 166 (IDS 1568), ENGR 262 (IDS 1569), ENGR 264 (IDS 1570), ENGR 291 (IDS 1572), ENGR 292 (IDS 1573), ENGR 293 (IDS 1574) – short description, activity/hours,
- COMP 130 (IDS 1581) – activity/hours
- PHYS 210 (IDS 1102), PHYS 295 (IDS 1103) – activity/hours, credits,
- MATH 250A (IDS 1105), MATH 250B (IDS 1106), MATH 251 (IDS 1107), MATH 252 (IDS 1108) – short description, activity/hours, credits, learning outcomes
- STAT 254 (IDS 1109) – title, short description, activity/hours, other
- CHEM 150 (IDS 1110) – short description, activity/hours

**Motion Carried**

**PRESENTATION 3**

Saryta Schaerer presented the proposed Certificate Computer and Engineering Technician Access. Questions and discussion followed.

**Motion**

It was **moved by** Tim Ayers and **seconded by** John Boraas that Education Council approves changes to the following curriculum :

- Certificate in Computer and Engineering Technician Access (IDS 1553)
- COMP 156 (IDS 1800) – requisites
- LRNS 102 (IDS 1779) – pre/co-requisite

**Motion Carried**

*Abstention – Dominic Bergeron*

**PRESENTATION 4**

Saryta Schaerer presented the proposed Diploma in Computer Systems Technology. Questions and discussion followed.

**Motion**

It was **moved by** Dominic Bergeron and **seconded by** Shohreh Hadian that Education Council approves changes to the following curriculum :

- Diploma in Information and Computer Systems Technology (IDS 1460)
- ICS 111 (IDS 1462), ICS 112 (IDS 1463), ICS 113 (IDS 1464), ICS 114 (IDS 1465), ICS 121 (IDS 1466), ICS 122 (IDS 1467), ICS 123 (IDS 1468), ICS 124 (IDS 1469), ICS 125 (IDS 1470), ICS 126 (IDS 1471), ICS 127 (IDS 1472), ICS 199 (IDS 1473) – new course
- ICS 200 (IDS 1474), ICS 211 (ICS 1475), ICS 212 (IDS 1476), ICS 213 (IDS 1477), ICS 214 (ICS 1478), ICS 215 (IDS 1479), ICS 217 (IDS 1480), ICS 221 (IDS 1481), ICS 224 (ICS 1482), ICS 226 (IDS 1483), ICS 227 (IDS 1484), ICS 228 (IDS 1485), ICS 298 (IDS 1486), ICS 299 (IDS 1496) – new course
- MATH 155 (IDS 1406) – new course
- STAT 157 (IDS 1407) – new course
- BUS 143 (IDS 1489) – course hours

**Motion Carried****Omnibus Motion**

**Whereas:** The Integrated Curriculum Committee is a working subcommittee of Education Council;

**Whereas:** The Integrated Curriculum Committee is not a voting member of the Education Council and therefore cannot move nor second motions at meetings of the Education Council;

**Whereas:** Education Council has voted on motions moved and seconded by the Integrated Curriculum Committee;

**Motion:** Be it so move that the outcome of said motions be approved as voted upon on their respective dates.

ITEM	PRESENTER
It was moved by Tim Ayers and seconded by John Boraas.	<b>Motion Carried</b>
<b>I. Presentations and/or Discussions</b>	
<b>1. Academic Schedule Policy</b>	<b>Steven Rumpel</b>
<p>Steven presented proposed changes to the Academic Schedule Policy. In follow-up to discussion at the June 2015 Education Council meeting, regarding planning to implement a week-long Reading Break in February 2017, efforts have been undertaken to review the necessary changes to Camosun's Academic Schedule policy to support implementation of this. Through this review, additional policy items have been identified to modernize and bring the current policy in alignment with institutional practice (the current policy was last updated in May 2008).</p> <p>Questions and discussion followed. One action item was noted. John Boraas will follow-up on if the reduction of class time (i.e. contact hours) will reduce the tuition for the course.</p>	
<b>Motion</b>	
It was <b>moved by</b> Steven Rumpel and <b>seconded by</b> Dominic Bergeron that Education Council approve the following changes to the Academic Schedule Policy:	
<i>Proposed Changes Effective 2015/16 Academic Year:</i>	
<ul style="list-style-type: none"> <li>Adjustment of the Spring/Summer semester exam period from five to eight days, to align with the Winter and Fall Semesters (effective immediately and in place for May – August 2016 only)</li> </ul>	
<i>Proposed Changes Effective 2016/17 Academic Year:</i>	
<ul style="list-style-type: none"> <li>Inclusion of a Summer semester (trimester model starting May 2017), includes               <ul style="list-style-type: none"> <li>removal of language referencing a Spring/Summer semester</li> <li>removal of language referencing individual Spring and Summer terms</li> </ul> </li> <li>Update to policy language reflecting the shift to a 1-week Reading Break in February 2017</li> <li>Update to policy language regarding academic schedule creation processes and alignment with current, standing institutional practice</li> </ul>	
<i>Proposed Changes Effective 2017/18 Academic Year:</i>	
<ul style="list-style-type: none"> <li>Removal of all language referencing the Quarter delivery system</li> </ul>	
<b>Motion Carried</b>	
<b>3. CIAN Indigenous Protocol</b>	<b>John Boraas</b>
<p>John reviewed the Indigenous Education Protocol for Colleges and Institutes with the council. As per the protocol the signatory institutions recognize and affirm their</p>	

ITEM	PRESENTER
<p>responsibility to Indigenous Education. John noted that Camosun College signed off on the protocol. It is an exciting protocol and gives the College something to aspire to. He noted that by following the protocol it will ensure quality education for aboriginal and non-aboriginal students alike.</p>	
<p><b>4. Motion for Policy G-3.4 Revision</b>          Connie put forward a revision to the Integrated Curriculum Committee's (ICC) Terms of Reference to define ICC's quorum and consensus. Questions and discussion followed.</p>	<p><b>Connie Klassen</b></p>
<p><b>Motion 1</b>          It was <b>moved by</b> Tim Ayers and <b>seconded by</b> Dominic Bergeron that Education Council approve the following motion:</p> <ol style="list-style-type: none"> <li>1. Quorum is required for all decisions leading to a recommendation to Education Council.</li> <li>2. <b>A quorum of 80% of the committee</b> is required for all decisions leading to a recommendation to Education Council.</li> <li>3. Decisions will be made by consensus.</li> <li>4. Decisions will be made by consensus <b>of 80% of the committee.</b></li> </ol>	
<p><b>Motion Carried</b></p>	
<p><b>J. Next Meeting</b>  <b>Regular Meeting</b>  <b>Wed, Jan 27, 4-6, CC 321, Interurban</b></p>	<p><b>Cynthia Wrate</b></p>
<p><b>K. Adjournment</b>          The Meeting adjourned at 6:10 pm.</p>	<p><b>Cynthia Wrate</b></p>