



Education Council

Ensuring that our students are provided with quality educational experiences

Approved Minutes

REGULAR MEETING

Wednesday, September 18, 2019

4:00 – 6:00 pm

P216, Lansdowne

Present

Voting Members

1. Andrea Kucherawy, Support Staff
2. Bijan Ahmadi, Faculty
3. Chris Avis, Faculty
4. Debbie Hlady, Administration
5. Isabel Grondin, Faculty
6. Janet Danks, Support Staff
7. John Boraas, Administration
8. Mark Fournier, Faculty
9. Ryan Russell, Faculty
10. Scott Harris, Administration
11. Vivian Fayowski, Faculty

Non-Voting Members

- Connie Klassen, ICC Chair
- Melody Foreman, Permanent Secretary
- Peter Moroney, Education Policy & Planning

Regrets/Absent

- Brenda McBain, Board of Governors
- Jamie McPherson, Faculty
- Jennifer LeVecque, Faculty
- Joshua Cameron, Student
- Richard Stride, Administration
- Todd Ormiston, Indigenization Representative
- Sherri Bell, President

Guests

- Rashed Al-Haque (Policy Specialist)

ITEM	PRESENTER
<p>A. CALL TO ORDER AND DECLARATION OF QUORUM</p> <p>The regular meeting was called to order at 4:10 pm. Quorum was reached.</p>	Bijan Ahmadi
<p>B. ACKNOWLEDGEMENT OF COAST SALISH TERRITORY</p> <p><i>Camosun College campuses are located on the traditional territories of the Lkwungen and WSÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here. <http://camosun.ca/learn/school/indigenous-education-community-connections/about/index.html></i></p>	Bijan Ahmadi
<p>C. ROUND TABLE CHECK-IN</p> <p>Bijan welcomed new members Chris Avis, Janet Danks, Jennifer LeVecque, Joshua Cameron, Mark Fournier, and Vivian Fayowski. He asked members introduce themselves and share why they joined EdCo and/or what excites them about the year ahead.</p>	Bijan Ahmadi

ITEM	PRESENTER
D. ACCEPTANCE OF AGENDA	Bijan Ahmadi
The September 18, 2019 agenda was approved by unanimous consent.	
E. MINUTES FOR APPROVAL	Bijan Ahmadi
The meeting minutes for June 26, 2019 were approved by unanimous consent.	
F. REPORTS	
1. Education Council Chair	Bijan Ahmadi
Bijan Ahmadi reported that expedited implementation requests for curriculum changes in Practical Nursing and Health Care Assistant programs were approved.	
Bijan announced that elections have been called that we have three student and two faculty members available, one of which is because Peter Ove resigned. Members were instructed to email nominations to elections@camosun.bc.ca .	
The election of the Vice Chair for the 2019/2020 term was held. Bijan called for nominations from the floor. Isabel Grondin nominated Andrea Kucherawy. There were no other nominations. Andrea Kucherawy was acclaimed the 2019-2020 Vice Chair of Education Council.	
2. VP Education	John Boraas
John Boraas congratulated Andrea Kucherawy for accepting the role of Vice Chair, and thanked her for her extraordinary contributions to EdCo.	
John also reported that the college has a very intense policy agenda planned for the year ahead. John acknowledged the challenges in navigating the many different elements of policy development, and explained that legal advice has been sought to ensure that policies are approved by the appropriate body. He indicated that the approval body for the Policy Framework is the Board of Governors and that the policy is being presented to EdCo for information and advice. EdCo will ultimately be the approval body for the Academic Integrity policy, but it is being presented to EdCo at this time for information and advice.	
3. Board Member	Bijan Ahmadi
Bijan Ahmadi reported that three new Board members were sworn in at the Board's inaugural meeting on September 16, 2016: Lindsay JD van Gerven (student representative), Tanya Clarmont (government representative), and himself (Education Council representative).	
Bijan also reported that the Board approved the submission of Camosun College's five year capital plan (2020/21 to 2024/25) to the Minister of Advanced Education, Skills & Training. The Board also approved the 2018/2019 Financial Information Act report and authorized its submission to the Minister of Finance.	

ITEM	PRESENTER
<p>New business of the Board included a report on the successful opening of the Alex and Jo Campbell Centre for Health & Wellness on September 11 by Sherri Bell, an annual enrolment report by Scott Harris, and risk management summary by Deborah Huelscher.</p>	
F. COMMITTEE REPORTS	
<p>Education Council Policy and Standards Committee Peter Moroney reported that the Policy and Standards committee met monthly last year. This year’s Policy and Standards committee monthly meetings will be extended to two hours, and the first meeting will be on September 25. Peter extended an invitation to EdCo members to join the Policy and Standards committee for the 2019/2020 term, and he stressed that the committee hopes that a student representative will join.</p> <p>Peter reported that the committee has received legal advice regarding the approvals for the Program Quality Assurance policy, and it will come to EdCo at the October meeting for advice as per the College and Institute Act. The Program Quality Assurance policy is posted on the Policy website for feedback and will also be featured at the “Policy Palooza” on September 24, which is another opportunity to gather information and provide feedback. The Program Quality Assurance policy is being developed in parallel with the Quality Assurance Process Audit that the college is currently undergoing. Peter’s office is preparing an institutional submission on behalf of the college, and an on-site visit is planned for January.</p>	Peter Moroney
H. INTEGRATED CURRICULUM COMMITTEE REPORT	
<p>Curriculum for Presentation and Approval None</p>	Connie Klassen
<p>Regular Curriculum for Approval None</p>	
<p>Curriculum Under Review See ICC Monthly Report</p>	
G. PRESENTATION AND DISCUSSION	
<p>Policy Framework Peter Moroney updated EdCo members on the Policy Framework development to date, and Rashed Al-Haque walked members through the policy and framework. Rashed clarified that the Board approves administrative and governance policies, and EdCo approves educational policies. Rashed also noted that the policy includes a commitment to review our policies on a cyclical basis. They invited EdCo members to send any feedback they might have so that it can be considered before it goes to the Board. See Policy Framework - 2019.</p>	Peter Moroney/ Rashed Al-Haque

ITEM**PRESENTER****Academic Integrity**

Peter explained that the Academic Integrity policy is being developed in parallel with the Student Conduct Rights and Responsibilities and Grade Appeal policies. The Academic Integrity and Grade Appeal policies will be approved by EdCo; the Student Conduct Rights and Responsibilities will be approved by the Board. This policy is going back to the Policy and Standards committee and will come to EdCo at a later date.

See [Draft policy document](#) | [Process flow chart](#)

J. ADJOURNMENT**Bijan Ahmadi**

The meeting adjourned at 5:58 pm.
