

**Okanagan College Education Council
Minutes of Thursday, April 7, 2022 4:00 pm
Via Zoom**

Present: N Fassina, A Hay, B Burge, W Gillett, C Newitt, B Penfound, S Bajwa, J Ragsdale, Y Khmelevsky, S Lembke, L Mallory, D Marques, S Choudhary, R Tyner, P Lefebvre, T Walters, A Alexander, B Wyatt, C Farrow, A Krebs

Regrets: M Somerville

Absent:

Guests: A Pulvermacher, S Speers, K Rempel, A O'Neill, B Rippy, J Hobart, J Garrett

Recorder: S Gayle

1. Determination of quorum and call to order

C Newitt called the meeting to order at 4:00 pm.

2. Adoption of the agenda

Motion: D Marques/A Krebs

That Education Council approves the agenda as presented.

Carried

3. Approval of the minutes

Motion: B Wyatt/P Lefebvre

That Education Council approves the minutes of the March 3, 2022 Education Council meeting as presented.

Carried

4. Business arising

5. New business

- J Garrett provided an overview of the AFP proposals under review noting that the calendar description was updated for several of the proposals as this had not been revised for a long time.
- This was necessary for multiple reasons, to include: change in student demographics and outdated assignments.

5.1 Curriculum recommended by the CPRC – AFP

a. Course revision: ENGL 235 Professional Writing and Communications

Motion: W Gillett/T Walters

That Education Council approves the course revision: ENGL 235 Professional Writing and Communications as recommended by the CPRC - AFP:

- Calendar description updated – this was necessary as student demographics have changed.
- References to specific topics/types of communication changed.
- Changes to prerequisite language.

Carried

5.2 Curri

b. Program revision: Business Administration Diploma

Motion: C Farrow/T Walters

That Education Council approves the program revision: Business Administration Diploma as recommended by the CPRC - BUS:

- Addition of a laptop to the admissions requirements.
- K Rempel explained that the inclusion of a laptop in the admissions requirements will allow students to be cognizant of budgeting expectations. Consultation has taken place with other stakeholders regarding the addition. Consultation has also taken place to address infrastructure issues.
- A Hay sought clarification on the placement of the information as an admissions requirement.
- K Rempel clarified that the inclusion as an admissions requirement will provide students with a clear understanding of the necessity of the device.
- B Penfound sought clarification on whether the inclusion would affect accessibility to other courses or be a financial strain.
- K Rempel explained that by making the device a requirement, students would be better able to plan.
- Other members of the committee agreed with this assertion.

Carried

c. Program revision: Post – Baccalaureate Certificate in Human Resources Management

Motion: S Lembke/B Wyatt

That Education Council approves the program revision: Post – Baccalaureate Certificate in Human Resources as recommended by the CPRC - BUS:

- Following consultation with accreditation body – BUAD 376 Compensation and Benefits added to required course list.

Carried

d. Program revision: Post – Baccalaureate Diploma in Human Resources Management

Motion: C Farrow/ A Krebs

That Education Council approves the program revision: Post – Baccalaureate Diploma in Human Resources Management as recommended by the CPRC - BUS:

- BUAD 376 Compensation and Benefits added to required course list.
- World Education Services (WES) and ICAP evaluation added to admissions requirements for international students.
- Program description language updated to align with amended admissions requirement.
- T Walters sought clarification on the WES and ICAP evaluation addition to the admissions requirement.
- K Rempel explained that it was necessary to ensure that students met the requirements.

Carried

e. New program: Post – Baccalaureate Certificate in Operations Management

Motion: A Krebs/C Farrow

That Education Council approves the new program: Post – Baccalaureate Certificate in Operations Management as recommended by the CPRC - BUS:

- K Rempel noted that the post-baccalaureate certificate was designed for students with a business background. Supply Chain Canada was examined for what is required and consultation was also done with required stakeholders, to include industry board persons.

Carried

f. New program: Post – Baccalaureate Diploma in Operations Management

Motion: C Farrow/B Penfound

That Education Council approves the new program: Post – Baccalaureate Diploma in Operations Management as recommended by the CPRC - BUS:

- Program meets two (2) year timeframe/requirement for international students.
- WES and ICAP evaluation are part of the admissions requirement.
- Curriculum aligns with jobs in the industry.

Carried

g. New program: Bachelor of Business Administration: Concentration Operations Management

Motion: S Lembke/C Farrow

That Education Council approves the new program: Bachelor of Business Administration: Concentration Operations Management as recommended by the CPRC - BUS:

- Program open only to students in the management speciality area.

Carried

5.4 Second and Third call for nominations for Education Council Chair and Vice Chair

- C Newitt vacated the role of Chair at 5:20 pm and B Burge took control of the floor.
- B Burge reminded committee that elections were held annually and this would be the 2nd and 3rd calls for Chair and Vice Chair of EdCo.
- B Burge informed members that S Lembke had withdrawn as a nominee for Vice Chair.
- For the role of Chair – D Marques continued nomination and P Lefebvre was nominated.
- D Marques was elected to the role of Chair.
- For the role of Vice Chair – P Lefebvre was nominated and acclaimed to the position.
- C Newitt resumed role as Chair at 5:42 pm.

5.5 Standing committee reports

a. Operations Committee

- Met on:
March 22, 2022 to approve graduates and CPRC – AFP committee members.
- Minutes to come in camera.

b. ARP Committee

- Not met.

c. CCC Committee

- Not met.

d. Tributes Committee

- Will meet May 2, 2022.

6. Reports

6.1 Council Chair's report – C Newitt

- Training continues with Kualu.
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6.2

- A Hay noted that the Degree Quality Assessment Board deemed that the BBA – Entrepreneurship program would have to go through the review.