

**Okanagan College Education Council  
Minutes of Thursday, April 6, 2023 4:00 pm  
S 103B – Student Services Boardroom – Kelowna Campus & Zoom**

**Present:** J Garrett, D Marques, B Hall, D Mehus, B Penfound, M Somerville, L Mallory, M Martin  
(Zoom): A Hay, S Chhabra, A Krebs, J Ragsdale, R Tyner, T Walters

**Regrets:** A Alexander, R Dupuis, N Fassina, W Gillett, S Lembke

**Absent:** C Wallace

**Guests:** Y Moritz, J Hobart (Zoom): T Barry, T Cooke, C Hall, R Federley, K Kazimer, B Ridgeley

**Recorder:** S Gayle

**1. Determination of quorum and call to order**

D Marques called the meeting to order at 4:02 pm.

**2. Adoption of the agenda**

**Motion:** D Mehus/B Hall

That Education Council approves the agenda as presented.

- D Marques outlined that CDA 200 Dental Radiography was removed from the agenda.

**Carried**

**3. Approval of the minutes**

**a. Motion:** B Hall/M Somerville

That Education Council approves

- I Wheeler clarified that if the information is being removed across the board, then this would require a review/examination of every course to ensure that the issues are dealt with and the information captured.

**Recommendation: For the current information to remain and a review/compilation done later by the relevant stakeholders.**

**Carried**

**4. Business arising**

**5. New business**

- T Cooke provided an overview of the program revisions and outlined the following:  
Current program is five (5) months with twelve (12) courses and a three (3) weeks practicum and has been running from 2007 with some modifications.

Goal is to expand the program to ten (10) months with the aim of increasing the level of employability.

- I Wheeler sought clarification on the current plan and process regarding students who have already been admitted since the program length has been extended.
- B Ridgeley clarified that communication was in place – students are currently being informed of the potential changes and the plan to elongate.
- B Ridgeley informed members that the online program/component would remain and students would have until August 2024 to complete the Accounting/Bookkeeping program.
- D Mehus asked whether the proposed program would be completed in a one-year time frame.
- T Cooke explained that the proposed program is ten (10) months.
- B Ridgeley added that the face-to-face would be ten (10) months, but other persons in asynchronous components would have up to three (3) years.
- D Mehus sought confirmation on whether students could receive departmental approval to extend if t[]-5( te)4(n)-9( )-2(JETQ TJ )4(c)JET5(ng)-7:(i)5(f19t)-7(o)-9( en)4(s)-4(n0.00000912 0 612 792 r

- B Ridgeley responded in the affirmative and noted that this would clarify the level and rigour of knowledge.
- D Mehus sought clarification on whether there was a national standard regarding the word technician and asked if the credential could be a certificate or diploma.
- B Ridgeley clarified that the department worked with industry holders.

### **5.1 Curriculum recommended by the CPRC – BUS**

#### **a. New course: OADM 137**

- B Ridgeley informed the committee that the department's PAC consists of three (3) Accountants who provided feedback.

**Carried**

**d. New course: OADM 157 Tax Preparation for Bookkeepers**

**Motion:** B Hall/B Penfound

That Education Council approves the new course: OADM 157 Tax Preparation for

Bookkeepers as recommended by the CPRC 371.83 664.66 Tm0 g0 Qq0.00d.6eW\*nBT/F1 9.96 Tfd by th







- K Kazimer noted that one of the LO outlined addresses the issue and would reduce ambiguity.
- J Garrett asked whether the course would examine/address tools for persons who are non-verbal.
- K Kazimer responded in the affirmative and noted that the course would examine strategies and tools to overcome communication barriers.
- B Hall reiterated the concern that the focus of the course did not align with the title.
- M Martin concurred with B Hall, noting that it could be confusing to students if the course focuses on verbal and non-verbal components.
- B Hall suggested adjusting the title to be less specific and recommended: Communication Systems.
- K Kazimer agreed and suggested Communications Systems & Strategies.

**Deferred as per information outlined on page 10 – item 5.2 k**

**i. New course: CSC 102 Interpersonal Skills for Professional Practice**

**Motion:** B Penfound/D Mehus

That Education Council approves the new course: CSC 102 Interpersonal Skills for Professional Practice as recommended by the CPRC – HSD:

- Course focuses on interpersonal skills needed – examines soft skills.
- **J Garrett suggested the following edit to the calendar description for CSC 102:**  
**This course supports learners to develop the knowledge, skills and attitude that encourage successful and effective relationships within the context of community support teams. By applying specific values and communication skills, participants will learn to develop collaborative and positive relationships with others by listening effectively, speaking assertively, and resolving conflicts successfully. Self-awareness, self-esteem, self-care, personal empowerment, and culture are emphasized as important influences on the interpersonal communication process.**
- There was no opposition to this edit that was suggested in Kualu.

**Carried**

**j. New course: CSC 103 Disability and Belonging**

**Motion:** J Garrett/ M Martin

That Education Council approves the new course: CSC 103 Disability and Belonging as recommended by the CPRC – HSD:

- Course looks at disability and belonging.
- K Kazimer noted the term systematic disability was removed from the calendar description as recommended by J Garrett in Kualu.





- B Hall asked if the content experts would be able to speak to CSC 101 and the focus.

**Action: D Marques requested that a content expert connected to the proposal be present at the May 4, 2023 EdCo meeting.**

- **This request was supported by the committee members.**

**Motion:** D Mehus/B Penfound

That Education Council defers item 5.2 h - CSC 101 Augmentative Communication to the May 4, 2023 Education Council meeting.

**Carried with no opposition**

- **As a result of the above motion, the previous motion and recommendations connected to item 5.2 h were dissolved.**

**l. New course: CSC 105 Values, Ethics and Practice in Community Support Field**

**Motion:**

That Education Council approves the new course: CSC 105 Values, Ethics and Practice in Community Support Field as recommended by the CPRC – HSD:

- **As outlined in item 5.2 k.**

**Deferred**

**m. New program: Community Support Certificate**

**Motion:**

That Education Council approves the new program: Community Support Certificate as recommended by the CPRC – HSD:

- **As outlined in item 5.2 k.**

**Deferred**

**5.3 Curriculum recommended by the CPRC – ST**

- D Mehus sought clarification on the reason the current implementation was retroactive.
- J Hobart clarified the proposals were created from several months before.

**Carried**

**c. Course revision: DSCI 401                      Machine Learning II**

**Motion:** B Penfound/B Hall

That Education Council approves the course revision: DSCI 401 Machine Learning II as recommended by the CPRC – ST:

- J Hobart explained that the same rationale applied for DSCI 401 as DSDCI 400.
- Addition of STAT 230 Elementary Applied Statistics to prerequisite section.
- D Mehus sought clarification on the retroactive date that was outlined.
- J Garrett sought clarification on whether this was critical since there was an effective term date which was later.
- D Mehus then asked if the course will be offered in summer.
- J Hobart indicated that this was not the case.

**Carried**

**d. Course revision: STAT 310                      Regression Analysis**

**Motion:** M Martin/ B Hall

That Education Council approves the course revision: STAT 310 Regression Analysis as recommended by the CPRC – ST:

- Same rationale as outlined for DSCI 400 and DSCI 401.
- Changes to prerequisite section.
- J Garrett sought clarification on the question “will there be a minimum grade requirement for MATH 314 and MATH 221” that was outlined in Kuali as the language was different on the course outline.
- J Hobart clarified that the error was fixed.
- J Garrett then sought confirmation on whether the phrase completed indicated/meant pass.
- J Hobart confirmed that this was the case.
- **It was noted that implementation date would be changed.**

**Carried**

**e. Course revision: STAT 311                      Modern Statistical Methods**

**Motion:** B Penfound/M Somerville

That Education Council approves the course revision: STAT 311 Modern Statistical Methods as recommended by the CPRC – ST:

- J Hobart noted that students are required to have taken at least the first two weeks of STAT 310. As a result, the addition of the concurrent registration of STAT 310 to the prerequisite section is sufficient.
- B Penfound sought clarification on whether a student would be automatically removed if registered for both STAT 310 and STAT 311, but does not complete the former.
- I Wheeler explained that currently this was not automatic. However, if students do not



## 5.5 Standing committee reports

- a. Operations Committee
  - Not met.
- b. ARP Committee
  - Not met.
- c. CCC Committee
  - Not met.
- d. Tributes Committee
  - Not met.

## 6. Reports

### 6.1 Council Chair's report – D Marques

- D Marques outlined the following:
  - Bachelor of Science in Nursing (BSN) Program Reduction Notice received – Reduction committee will be assembled and EdCo notified.
- D Mehus sought clarification on whether EdCo would have a say in the decision.
- D Marques clarified that EdCo would make the relevant recommendations to the Board.
- M Martin sought clarification on EdCo's role and what 'lens' would be used to evaluate.
- D Marques clarified that this would entail any impact/implications to students.
- D Mehus asked whether an additional summer sitting of EdCo would be needed.
- D Marques then provided an explanation of the timeline that was being utilized and indicated that an additional meeting may not be needed.
- M Somerville sought clarification on the composition of the committee.
- A Hay provided a breakdown noting that the committee will consist of 5 members: Chaired by the VP Academic.
- B Penfound asked whether the TOR could be reviewed to determine expectations.
- D Marques pointed the committee to the Colleges and Institutes Act for reference.
- The committee was also informed that D Marques would be vacating the Trades and Apprenticeship/EdCo Chair role and would no longer be a member of the committee effective April 24, 2023, based on the new role in Trades and Apprenticeship.
- D Marques thanked the committee members for their support.

### 6.2 VP Academic and Provost report – A Hay

- A Hay outlined the following:

- T Walters sought clarification on the BSN Reduction process and asked why it was not previously mentioned.
- A Hay explained the timeline and outlined that the notice was received in March. OC will be expanding health care programs in other areas.
- D Mehus asked whether there would be consolidation of programs in other areas.
- A Hay indicated that there was uncertainty regarding the an