Appendix 2
Motion: "That Education Council adopts the agenda for the February 1, 2024 meeting as presented."

Appendix 3.1
Approval of the minutes from the January 11, 2024 Education Council meeting
Motion: "That Education Council approves the minutes from January 11, 2024 meeting as presented."

Appendix 4

4.1 Motion: "That Education Council approves the policy revision: Attendance Policy as recommended by ARP."

Proposal Rationale

Attendance Policy Change Rationale
The Attendance Policy has been changed as per the directives of the Policy and Procedure Framework Governing Policy. These changes include:

- Putting the policy into the new framework format (Section 6.2 of the Policy and Procedure Framework Governing Policy)
- Including a Policy Statement
- Including a Purpose for the policy
- Developing and including Definitions for the policy
- Adding to the principles stated in the current policy to provide clarity to students and employees on specific standards applicable to attendance.
- Clarifying how attendance requirement will be communicated to students including field trips.
- Clarifying how students are to communicate with instructors regarding absences
- Outlining that participation in a virtual environment is included in attendance/participation
- Clarifying the responsibility of instructors to accommodate attendance issues for students registered with Accessibility Services
- Changing Holy Days to recognized religion and spiritual days
- Expanding the section on student athletes where instructors may be asked to make reasonable accommodations for absences to include College-approved student team competitions/events, or significant student-life opportunities
- See Attendance Policy - Comparison document for changes.

Attendance Policy - as per Education Council direction:
- Definition of Instructor changed.
- Removed reference to Student-life Opportunities and captured the intent in College-related competitions/event.

Appendix 5

5.1a. Motion: "That Education Council approves the course revision: COSC 118 Networks and Telecommunications I as recommended by the CPRC – ST."

Proposal Rationale
The Department decided to change the course calendar description to the following:
"Formerly COSC 218. This course introduces the theory of practice of modern telecommunications with an emphasis on the TCP/IP (Transmission Control Protocol/Internet Protocol) stack. The focus will be on how the TCP/IP stack is associated with developing applications that use the Internet."

5.1 b. Motion: "That Education Council approves the program revision: Okanagan College to UBC-Okanagan Mechanical Engineering Bridge as recommended by the CPRC – ST."

Proposal Rationale
With the previous agreement expiring, UBCO and OC have been working to re-negotiate a bridge program for our best serve our students. To facilitate program changes at UBCO and reduce the rush and burden on staff and students we have agreed to change the bridge program to a 2 semester which allows the students to transfer directly into third year at UBCO starting in September rather than January.

5.1 c. Motion: "That Education Council approves the new course: STAT 203 Introduction to Probability as recommended by the CPRC – ST."

Proposal Rationale
Due to recent changes to the curriculum for our Associate of Science students transferring to UBC-O, we have decided to create two theoretical introductory courses in statistics. AS students will now require these courses in statistics to satisfy their degree in mathematics, statistics and data science at UBC-O. As such, we propose the following course to best prepare our students entering one of these fields.

5.1 d. Motion: "That Education Council approves the new course: STAT 205 Introduction to Mathematical Statistics as recommended by the CPRC – ST."

Proposal Rationale
Due to recent changes to the curriculum for our Associate of Science students transferring to UBC-O, we have decided to create two theoretical introductory courses in statistics. AS students will now require these courses in statistics to satisfy their degree in mathematics, statistics and data science at UBC-O. As such, we propose the following course to best prepare our students entering one of these fields.

5.2 a. Motion: "That Education Council approves the course revision: AEMP110 Introduction to Audio Engineering as recommended by the CPRC – AFP."

Proposal Rationale
Added LO's and slight change to wording in description. No content or curriculum change. Update learning outcomes and assessments to align more with current recommendations - Universal Design for Learning (UDL), LAR, Student centered

5.2 b. Motion: "That Education Council approves the course revision: AEMP 111 Hearing and Music as recommended by the CPRC – AFP."

Proposal Rationale
Update learning outcomes and assessments to align more with current recommendations - Universal Design for Learning (UDL), LAR, Student centered
Add software-based music theory and production due to consistent student demand.
Added LO's and slight change to wording in description. No content or curriculum change.

5.2 c. Motion: "That Education Council approves the course revision: AEMP 112 Audio Equipment Repair and Maintenance as recommended by the CPRC – AFP."

Proposal Rationale
Update learning outcomes and assessments to align more with current recommendations - Universal Design for Learning (UDL), LAR, Student centered
Update description title to reflect content better
Decreased hours of module

5.2 d. Motion: "That Education Council approves the course revision: AEMP 113 Signal Flow and Processing as recommended by the CPRC – AFP."

Proposal Rationale
No major changes
Update learning outcomes and assessments to align more with current recommendations - Universal Design for Learning (UDL), LAR, Student centered
Now a prerequisite for AEMP 114-121

5.2 e. Motion: "That Education Council approves the course revision: AEMP 114 Microphone Techniques as recommended by the CPRC – AFP."

Proposal Rationale
Update learning outcomes and assessments to align more with current recommendations - Universal Design for Learning (UDL), LAR, Student centered.
Slight change to wording in description.
No content or curriculum change.
Prerequisite added - AEMP 113

5.2 f. Motion: "That Education Council approves the course revision: AEMP 115 Mixing and Mastering as recommended by the CPRC – AFP."

Proposal Rationale
Update learning outcomes and assessments to align more with current recommendations - Universal Design for Learning (UDL), LAR, Student centered
Update description title to reflect content better
Increased hours
Added streaming and spatial audio content to modernize the program based on industry trends and professional's recommendations.
Add monitoring system calibration for home, stage, and studio systems.
Prerequisite added AEMP 113

5.2 g. Motion: "That Education Council approves the course revision: AEMP 116 Music Business Practices as recommended by the CPRC – AFP."

Proposal Rationale

Update description and title to reflect content better
Update learning outcomes and assessments to align more with current recommendations - Universal Design for Learning (UDL), LAR, Student centered
Add modern monetization elements.

5.2 h. Motion: "That Education Council approves the course revision: AEMP117   Live Sound Engineering and Event Production as recommended by the CPRC – AFP."

Proposal Rationale
Prerequisite changed to AEMP 113
Update learning outcomes and assessments to align more with current recommendations - Universal Design for Learning (UDL), LAR, Student centered
Update description and title to reflect content better
Increased hours
Include AV technician duties such as event streaming, projectors, varies event technologies and lighting as well as stage management and event needs assessments and
quotes.

5.2 i. Motion: "That Education Council approves the course revision: AEMP 118 Analog Processing and Recording as recommended by the CPRC – AFP."

Proposal Rationale
Changed description to reflect content better
Remove use of analog machine and replace with analog modelled software.
Update learning outcomes and assessments to align more with current recommendations - Universal Design for Learning (UDL), LAR, Student centered
Prerequisite changed to AEMP 113

5.2 j. Motion: "That Education Council approves the course revision: AEMP119 Electronic Music Production as recommended by the CPRC – AFP."

Proposal Rationale
Update learning outcomes and assessments to align more with current recommendations - Universal Design for Learning (UDL), LAR, Student centered
Update description and title to reflect content better
Moved DJ equipment learning outcome from AEMP 120 to 119
Add more software-based music theory and production due to consistent student demand
Add synthesis and sound design content based on student request and industry recommendations.
Prerequisite changed to AEMP 113

5.2 k. Motion: "That Education Council approves the course revision: AEMP 120 Recording Studio Operation as recommended by the CPRC – AFP."

Proposal Rationale
Update description and title to reflect content better
Update learning outcomes and assessments to align more with current recommendations - Universal Design for Learning (UDL), LAR, Student centered
Prerequisite changes to AEMP 113

5.2 l. Motion: "That Education Council approves the course revision: AEMP 121 Applied Audio Engineering and Production as recommended by the CPRC – AFP."

Proposal Rationale
Update description to reflect content better
Update learning outcomes and assessments to align more with current recommendations - Universal Design for Learning (UDL), LAR, Student centered
Prerequisite changed to AEMP 113

5.2 m. Motion: "That Education Council approves the program revision: Audio Engineering and Music Production Certificate as recommended by the CPRC – AFP."

Proposal Rationale
Adjust program outcomes to fit industry recommendations to increase employability
Update descriptions and some titles to reflect content better
Update learning outcomes and assessments to align more with current recommendations - Universal Design for Learning (UDL), LAR, Student centered

Increase the hours of the program from 730 to 766 hours
o Add streaming and spatial audio content to modernize the program based on industry trends and professional's recommendations.
o Add more software-based music theory and production due to consistent student demand.
o Add monitoring system calibration for home, stage, and studio systems.
o Add modern monetization elements.
o Include AV technician duties such as event streaming, projectors, varies event technologies and lighting as well as stage management and event needs assessments and quotes.
o Remove use of analog machine and replace with analog modelled software.
o Add synthesis and sound design content based on student request and industry recommendations.
o Moved DJ equipment learning outcome from AEMP 120 to 119
o Tailored content to student and industry recommendations. Content has also been adjusted to stay relevant with current industry needs

5.3 a. Motion: "That Education Council approves the Educational Decisions Appeal Policy as recommended by the ARP."

Proposal Rationale
Rationale for Policy Change
Educational Decisions Appeal Policy Rationale
The Educational Decisions Appeal Policy has been changed as per the directives of the Policy and Procedure Framework Governing Policy. These changes include:

- Broaden the policy to include more educational decision than included under General Appeals on Academic Standing
- Changing the Name to reflect wider range
- Separating policy from procedures - (presented together here for review)
- Putting the policy into the new framework format (Section 6.2 of the Policy and Procedure Framework Governing Policy)
- Including a Purpose for the policy
- Developing and including Definitions for the policy

- Establishing the principles to outlines the range of education matters decisions that can be appealed.
- Include the Procedures as per the directive in the College and Institute Act for Ed Councils.

5.3 b. Motion: "That Education Council approves the Final Grade Appeal Policy as recommended by the ARP."

Proposal Rationale
Update: Final Grade Appeal Policy and Procedures
While Grade Appeal Policy was approved at the last ARP, the Provost in consultation with Deans requested that this policy be changed to reflect Final Grade Appeal (versus any course work appeals). Policy was updated and Procedures attached.

See attached Files.

Final Grade Appeal Policy Change Rationale
The Final Grade Appeal Policy has been changed as per the directives of the Policy and Procedure Framework Governing Policy. These changes include:

- Separating policy from procedures
- Putting the policy into the new framework format (Section 6.2 of the Policy and Procedure Framework Governing Policy)
- Including a Policy Statement
- Including a Purpose for the policy
- Including the Scope of the policy
- Developing and including Definitions for the policy
- Adding to the principles stated in the current policy to provide clarity to students and employees on specific standards applicable to Final Grade Appeals.
- Inclusion of a clause outlining the format of an appeal
- Inclusion of clauses regarding Grounds for an appeal
- Inclusion of a clause regarding extenuating circumstances
- Inclusion of a clause on withdrawing appeals
- Inclusion of a clause on the results of an appeal

Please attached Final Grade Appeal Policy - Comparison document for details

5.3 c. Motion: "That Education Council approves the Program Quality Review and Renewal Policy as recommended by the ARP."

Proposal Rationale

Program Quality Review and Renewal Policy
The Program Quality Review and Renewal Policy replaces the current Program and Services Standards Policy located under Board Policies on the main policy page. The policy has been changed as per the directives of the Policy and Procedure Framework Governing Policy. This is a significant shift from the existing Program and Services Standards Policy which consultations indicated was not helpful.

Changes in the Program Quality Review and Renewal Policy are many and include:

- Providing a detail policy on how programs are reviewed versus general statements in the original policy
- Putting the policy into the new framework format (Section 6.2 of the Policy and Procedure Framework Governing Policy)
- Reworking new language for most of the policy sections.
- Outlining the full scope of Program Quality Review process in the principles to provide guidance on how reviews are conducted.
- Program and Services Standards Policy is a Board on Advise from Education Council policy.
- Procedures/process for Program Review and Renewal is in a separate document.

5.3 d. Motion: "That Education Council approves the Indigenous Access Policy as recommended by the ARP."

Proposal Rationale
Indigenous Access Policy

This policy replaces section 6. Aboriginal Admission in the Admissions Policy

The Indigenous Access Policy has been changed as per the directives of the Policy and Procedure Framework Governing Policy. These changes include:

- Separating policy from procedures
- Added Policy statement, purpose, scope and definitions
- Changed percentage of seats saved from 6-10 percent
- Added a 90 day time frame for release of seats
- Changed the waitlist process to put Indigenous students at the top of the waitlist if Indigenous seats are not claimed by the release date (up to the number of reserved seats)
- Included clarity on how Indigenous students with prior learning/experience can approach Deans for flexible admissions opportunities.
- Changed the policy name as per consultations.

5.3 e. Motion: "That Education Council approves the Final Examinations Policy as recommended by the ARP."

Proposal Rationale

Final Examination Policy

The Final Examination Policy has been changed as per the directives of the Policy and Procedure Framework Governing Policy. These changes include:

- Developing Policy Statement, Purpose, Scope and Definitions
- Reorganizing existing policy statements in terms of order
- Adding a principle regarding exam management
- Clarifying out-of-time exam language to line up with Attendance policy
See attached documents.

Appendix 7
In camera session
Motion: "That Education Council moves in camera."

Appendix 7.1
Motion: "That Education Council approves the minutes of January 24, 2024 Operations Committee meeting as presented."

Motion: "That Education Council moves out of camera."