

Draft Minutes Approved January 9, 2025

Attendance

Members

Program Faculty:

- Jillian Garrett, Education Council Chair (Arts)
- Brenda Ridgeley (Business)
- Christopher Torrie (Foundation)
- Brett Wade (Health and Social Development)
- Morgan Martin (Science and Technology)
- Kelly Brochu (Trades and Apprenticeship)

Regional Faculty:

- Eva Gavaris (South Okanagan)
- Leanne Mallory, Vice Chair (North Okanagan)
- Bryan White (Shuswap Revelstoke)

Support:

- Michelle Somerville (Support)

Students:

- Samreet Kaur (Central Okanagan)
- Kaelah Riley (Shuswap Revelstoke)
- Yashtaj Singh (North Okanagan)

Regrets

- Kristine Wickner (Support)
- Neil Fassina, President

Educational Administrators:

- Samantha Lenci, Provost and Vice President Academic
- Chris Newitt, Associate Dean, Arts and Foundational
- Danny Marques, Associate Dean, Trades & Apprenticeship
- Joan Ragsdale, Special Advisor, In-community Program Design

Non-voting:

- Inga Wheeler, Registrar
- Cindy Battersby (Board of Governors)
- Rhea Dupuis, Director Indigenous Relations & Reconciliation

Recording:

- Elaine Booi, Governance Administrator

Guests

- Danielle Robinson, Associate Dean, School of Business

Presenting:

- Caroline Gilchrist, Business Administration Chair
- Danelle Greebe, Director, Continuing Studies and Corporate Training
- Carolee Clyne, Teaching and Learning Advisor, Learning and Applied Research

Topic

Action

1. CALL TO ORDER

Quorum was established and the meeting called to order at 4:03p.m.

2. ACKNOWLEDGEMENT

M. Martin gave a land acknowledgement.

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<p>3. APPROVAL OF AGENDA Motion: THAT Education Council approves the December 5, 2024 agenda and thereby approves the consent agenda as presented.</p> <p>Amendments were requested and will be made to item 3.1(i) - November 7, 2024 Minutes.</p> <p>M. Somerville</p> <p>3.1 Consent Agenda</p> <p>i. Education Council Minutes – November 7, 2024</p> <p>ii. Course revisions:</p> <p>a) IALG 011 Introductory Algebra 011 Motion: THAT Education Council approves the course revisions for IALG 011 Introductory Algebra 011.</p> <p>b) MATH 080 Mathematics 080 Motion: THAT Education Council approves the course revisions for MATH 080 Mathematics 080.</p> <p>c) MATH 084 Mathematics 084 Motion: THAT Education Council approves the course revisions for MATH 084 Mathematics 084.</p> <p>d) MATH 085 Mathematics 085 Motion: THAT Education Council approves the course revisions for MATH 085 Mathematics 085.</p>	<p>CARRIED</p>
<p>4. DECLARATION OF CONFLICT</p> <p>J. Garrett asked members if they have a declaration of conflict with the motions on the December 5, 2024, agenda. None of the Education Council members declared conflict.</p>	
<p>5. NEW BUSINESS</p> <p>Okanagan College School of Business</p> <p>5.1 Program Revisions: Bachelor of Business Administration</p> <p>C. Gilchrist presented the motion noting that Bachelor of Business students are required to write two essays when entering their third year. The two essays are not part of an admission process.</p> <p>Motion: THAT the Education Council approve the Bachelor of Business Administration program revision for recommendation to the Board of Governors.</p> <p>D. Marques</p>	<p>CARRIED</p>

Topic

Action

Presentation

5.2 Sustainable Delivery Framework Information Session

J. Ragsdale, C. Clyne, and D. Greebe presented the Sustainable Delivery Framework to members.

A member noted that many younger students require community to be successful. The member has concerns about how the new framework will impact learners' success when moving towards more online models of teaching. J. Ragsdale noted that with good design community is achievable online. Members continued discussion about how the connection between the learner and educator is important to gain and retain community.

R. Dupuis noted that she sees opportunity for Indigenous communities in the framework and supports the idea of meeting students where they are at because the learning environment is changing.

A member noted that not everyone has the skillset to develop their courses into an online format and educators need time and support to achieve this. Members discussed the use of artificial intelligence tools to help build online courses but noted the skill set is still required.

The Chair called for a recess at 5:20p.m.

The meeting resumed at 5:31p.m.

Governance

5.3 Academic Year Policy

I. Wheeler presented the Academic Year Policy to members. Substantive changes include updating the final exam period to the final assessment period to include courses that are conducting other means of assessments outside of exams. The Final Assessment Policy will come to Education Council in the spring for review. Grade submission deadlines were adjusted to submit grades earlier to ensure students know their academic standing and can make decisions about the academic career sooner.

Members suggested a few non-substantive changes to the Academic Year Policy including adjusting the definition of Family Day and updating the Summer Session I commence day. The members discussed the grade submission deadline and how instructors can have multiple assessments at the end of the assessment period. I. Wheeler noted that exceptions could be made in different circumstances.

A member asked about the flex day that is usually scheduled in case there are many statutory holidays disrupting lecture time and if it should be included in the Academic

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Year Policy. I. Wheeler noted that the flex day is not included in the policy but suggested that it can continue as an option as it is considered more procedural than policy.

A member suggested streamlining accessibility to the final assessment schedule online and noted that the schedule is difficult to locate on the website. I. Wheeler noted that she can work with IT to ensure when the final assessment schedule is more accessible to students.

C. Battersby left the meeting at 5:46p.m.

Motion: THAT the Okanagan College Education Council approves the Academic Year Policy for recommendation to the Board of Governors as presented.

M. Sommerville

CARRIED

5.4 Education Council Bylaws

J. Garrett presented the proposal noting work that Joanna Campbell and Kristen Wiebe contributed. L. Mallory, C. Newitt, and D. Marques reviewed the Education Council Bylaws before they were distributed to all members.

Members noted a few updates to the bylaws including updating the definition Faculty/Instructor to match the election rules, noting that the Chair and Vice Chair must be voting employees, and punctuation.

J. Garrett noted that the Education Council Bylaws will be brought to the January 2025 meeting with the changes noted above for review.

6. REPORTS

6.1 Academic Regulations and Policy Committee

J. Garrett noted that ARP is updating the Final Exam Policy to the Final Assessment Policy to include all types of final assessments. J. Garrett noted that ARP will review whether Education Council should approve learning and program outcomes as there is no clear consensus. A member suggested creating tiered learning outcomes to help determine what a substantive change is.

6.2 Education Council Chair

i. Report

J. Garrett welcomed and introduced the new Education Council committee members B. White and Y. Singh to the council.

J. Garrett gave a report regarding the provincial Academic Governance Council meeting that took place on November 18, 2024, noting that many institutions are also completing governance reviews. She noted that there are conversations around engaging faculty and instructors to join Education Council and the importance of transparency with the

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institution. J. Garrett suggested that R. Dupuis should be permitted to vote at Education Council as she is giving time as Indigenous representation. J. Garrett will discuss this option with N. Fassina.

ii. Timing of 2025-2026 Meetings

J. Garrett suggested beginning Education Council meetings at 2:00p.m. instead of 4:00p.m. starting September 2025 and is requesting member's feedback. A member noted that Leadership Council takes place every Thursday afternoon, meaning this may not be feasible. J. Garrett noted that she will bring the discussion back at the January 9, 2024, meeting.

B. White left the meeting at 6:29p.m.

6.3 Provost and Vice President Academic

S. Lenci noted that she and N. Fassina met with members of the Student Union and had a very positive experience. She hopes to meet with the members at least once a month.

S. Lenci noted that we do not have many answers about the recent communications released regarding international student enrolment as the data has not been received yet.

6.4 Registrar

I. Wheeler noted that she is adding learning outcomes to the Quali database and will look at what works best in the system.

6.5 Board of Governors

No report was given.

7. OTHER BUSINESS & BUSINESS ARISING FROM CONSENT AGENDA

8. ADJOURNMENT

The meeting was adjourned at 6:35p.m.
