

**Attendance** (virtual\*)**Members**

## Program Faculty:

- Jillian Garrett, Education Council Chair (Arts)
- Brenda Ridgeley (Business)
- Morgan Martin (Science and Technology)
- Kelly Brochu (Trades and Apprenticeship)

## Regional Faculty:

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

## Support

- Michelle Somerville (Support)

## Students:

- Samreet Kaur (Central Okanagan)
- Kaelah Riley (Shuswap Revelstoke)

**Regrets**

- Neil Fassina, President
- Brett Wade (Health and Social Development)
- Christopher Torrie (Foundation)
- Cindy Battersby (Board of Governors)

## Educational Administrators:

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

## Non-voting:

- Rhea Dupuis, Director Indigenous Relations & Reconciliation
- Inga Wheeler, Registrar

## Recording:

- Elaine Booi, Governance Administrator

**Guests**

## Presenting:

- [Olivia Sullivan \(Chair, Interdisciplinary Studies\)\\*](#)
- Sofia Sookochoff (Adult Upgrading)
- Dawn Nolt (Office Administration)
- Observing:
  - Danielle Robinson, Associate Dean, School of Business
  - Joanna Campbell (Governance)
  - Kristen Wiebe (Governance)
  - Shannon Hawthorne (Executive Assistant)
  - Bryan Penfound (Chair, Mathematics & Statistics)
  - Ken Langedyk (Chair, Civil Engineering Technology)
  - Kevin Bradshaw (Chair, Electronic Engineering Technology)

**Topic****Action****1. CALL TO ORDER**

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

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Topic	Action
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## 2. ACKNOWLEDGEMENT

M. Somerville provided a land acknowledgement.

## 3. DECLARATION OF CONFLICT

J. Garrett asked members if they had any declarations of conflict.

B. Ridgeley noted that she will abstain from voting on LAA 115 Employment Law, LSEC 115 Employment Law, and Legal Administration Assistant Certificate (LAA) as these motions are from her department.

## 4. APPROVAL OF AGENDA

A member asked J. Garrett if section 33 of the Okanagan College Faculty Association agreement will be discussed at this meeting. J. Garrett emphasized the confidential nature of the topic and proposed holding a closed meeting immediately after the regular Education Council meeting.

***Motion: THAT Education Council approves the April 3, 2025 agenda and thereby approves the consent agenda as presented.***

***M. Somerville***

**CARRIED**

### 4.1. Consent Agenda

i. Education Council Minutes – March 6, 2025

ii. Course Revisions:

a) [ELEN 126 Digital Electronics](#)

*Motion: THAT Education Council approves the course revisions for ELEN 126 Digital Electronics as presented.*

b) [STAT 230 Elementary Applied Statistics](#)

*Motion: THAT Education Council approves the course revisions for STAT 230 Elementary Applied Statistics as presented.*

c) [BIOL 202 Elementary Applied Statistics](#)

*Motion: THAT Education Council approves the course revisions for BIOL 202 Elementary Applied Statistics as presented.*

d) [BIOL 260 Pathophysiology for Health Sciences](#)

*Motion: THAT Education Council approves the course revisions for BIOL 260 Pathophysiology for Health Sciences as presented.*

e) [CHEM 211 Physical Chemistry](#)

*Motion: THAT Education Council approves the course revisions for CHEM 211 Physical Chemistry as presented.*

f) [CHEM 212 Organic Chemistry I](#)

*Motion: THAT Education Council approves the course revisions for CHEM 212 Organic Chemistry I as presented.*

Topic	Action
g) <a href="#">CHEM 221 Inorganic Chemistry</a>	<i>Motion: THAT Education Council approves the course revisions for CHEM 221 Inorganic Chemistry as presented.</i>
h) <a href="#">CHEM 226 Introduction to Analytical Chemistry</a>	<i>Motion: THAT Education Council approves the course revisions for CHEM 226 Introduction to Analytical Chemistry as presented.</i>
i) <a href="#">CIEN 131 Drafting I</a>	<i>Motion: THAT Education Council approves the course revisions for CIEN 131 Drafting I as presented.</i>
j) <a href="#">CIEN 141 Drafting II</a>	<i>Motion: THAT Education Council approves the course revisions for CIEN 141 Drafting II as presented.</i>
k) <a href="#">CIEN 147 Software Applications for Engineering Technology</a>	<i>Motion: THAT Education Council approves the course revisions for CIEN 147 Software Applications for Engineering Technology as presented.</i>
l) <a href="#">CIEN 232 Construction Estimating</a>	<i>Motion: THAT Education Council approves the course revisions for CIEN 232 Construction Estimating as presented.</i>
m) <a href="#">CIEN 237 Geometric Road Design</a>	<i>Motion: THAT Education Council approves the course revisions for CIEN 237 Geometric Road Design as presented.</i>
n) <a href="#">CIEN 242 Steel Detailing and Estimating</a>	<i>Motion: THAT Education Council approves the course revisions for CIEN 242 Steel Detailing and Estimating as presented.</i>
o) <a href="#">CIEN 249 Subdivision Design</a>	<i>Motion: THAT Education Council approves the course revisions for CIEN 249 Subdivision Design as presented.</i>
p) <a href="#">MECH 239 Automation</a>	<i>Motion: THAT Education Council approves the course revisions for MECH 239 Automation as presented.</i>
q) <a href="#">LAA 100 Litigation Procedures I</a>	<i>Motion: THAT Education Council approves the course revisions for LAA 100 Litigation Procedures I as presented.</i>
r) <a href="#">LSEC 117 Introduction to Litigation</a>	<i>Motion: THAT Education Council approves the course revisions for LSEC 117 Introduction to Litigation as presented.</i>
s) <a href="#">THER 151 Practicum II: OTA and/or PTA Placement</a>	<i>Motion: THAT Education Council approves the course revisions for THER 151 Practicum II: OTA and/or PTA Placement as presented.</i>
t) <a href="#">THER 251 Preceptorship II: Occupational or Physical Therapist Assistant</a>	<i>Motion: THAT Education Council approves the course revisions for THER 251 Preceptorship II: Occupational or Physical Therapist Assistant as presented.</i>

Topic	Action
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B. Penfound, K. Langedyk, and K. Bradshaw left the meeting at 4:07p.m.

## 5. BUSINESS ARISING

### Governance

#### 5.1. Education Council Terms of Reference

J. Garrett presented updates to the Education Council Terms of Reference from the first reading at the March 6, 2025 Education Council meeting noting the addition of references to the College and Institute Act.

A member expressed that they thought the updates were well put together.

Members did not have any further comments or questions. J. Garrett proceeded with reading the motion.

**Motion: THAT the Education Council approve the Okanagan College Education Council Terms of Reference as presented.**

**K. Brochu**

**CARRIED**

J. Campbell, K. Wiebe, and S. Hawthorne left the meeting at 4:11p.m.

O. Sullivan joined the meeting at 4:11p.m.

## 6. NEW BUSINESS

### Arts and Foundational

#### 6.1. New Course:

[SOCW 307 Interpersonal Violence and Trauma-Informed Practice](#)

O. Sullivan presented the new course SOCW 307 to members.

Members did not have any questions or comments for O. Sullivan.

C. Newitt noted that he will abstain from this motion because he recommended the development of a trauma-informed course.

**Motion: THAT Education Council approves the new course: SOCW 307 Interpersonal Violence and Trauma-Informed Practice as presented.**

**M. Somerville**

**CARRIED**

O. Sullivan left the meeting at 4:14p.m.

### Office Administration

#### 6.2. New Courses:

i. [LAA 115 Employment Law](#)

D. Nolt outlined the new course LAA 115 noting that students will learn an overview of employment law and how to complete contracts.

M. Martin joined the meeting at 4:16p.m.

Members did not ask questions or provide feedback regarding LAA 115 and J. Garrett proceeded with reading the motion.

B. Ridgeley noted that she will abstain from the motion as the course is from her department.

Topic	Action
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*Motion: THAT Education Council approves the new course: LAA 115 Employment Law as presented.*

**S. Kaur**

**CARRIED**

- ii. [LSEC 115 Employment Law](#)

D. Nolt noted the similarities between LAA 115 and LSEC 115.

Members did not ask questions or provide feedback regarding LSEC 115 and J. Garrett proceeded with reading the motion.

B. Ridgeley noted that she will abstain from the motion as the course is from her department.

*Motion: THAT Education Council approves the new course: LSEC 115 Employment Law as presented.*

**S. Johnston**

**CARRIED**

*S. Sookochoff joined the meeting at 4:18p.m.*

6.3 Program Revision: [Legal Administration Assistant Certificate \(LAA\)](#)

D. Nolt presented the revisions to LAA noting the addition of LAA 115 and LSEC 115 to the program.

Members did not ask questions or provide feedback regarding LAA and J. Garrett proceeded with reading the motion.

B. Ridgeley noted that she will abstain from the motion as the program is from her department.

*Motion: THAT Education Council approves the revised program: Legal Administrative Assistant Certificate (LAA) for recommendation to the Board of Governors.*

**M. Somerville**

**CARRIED**

*D. Nolt left the meeting at 4:22p.m.*

Science and Technology

6.4. New Courses

- i. [MATH 028 Math Skills for Water Engineering Technology](#)

S. Sookochoff noted that Adult Upgrading was approached to review the Water Engineering program regarding filling skills gaps in math courses. Although students were meeting admission requirements, there is difficulty in demonstrating math skills highlighting a gap in the program.

The Registrar asked why math prerequisites are included when students are already admitted to the program. S. Sookochoff noted that if the admission requirements for the program are reviewed, there may be an impact on the course. After further discussion, it was decided that admission to the Water Engineering Technology Diploma is sufficient as a prerequisite.

A member inquired whether there is an initial assessment as part of the course or if students select which course they want to take. S. Sookochoff noted that currently, students are allowed to choose their courses.

Topic	Action
<p>Another member asked why many specific math courses are offered instead of one general course. S. Sookochoff noted that the aim is to allow students to self-select topics relevant to their program.</p> <p>A member questioned whether the course is part of the Water Engineering program or recommended to ensure student success. S. Sookochoff confirmed that the course is recommended for students to take. Students can enroll in the course during anytime of the year, and the goal is to run the course throughout the year.</p> <p>Council members did not have any further questions or feedback regarding MATH 028 and J. Garrett proceeded with reading the motion.</p> <p><i>Motion: <b>THAT Education Council approves the new course: MATH 028 Math Skills for Water Engineering Technology as presented.</b></i></p>	
<p><b>B. Ridgeley</b></p> <p>ii. <a href="#">MATH 037 Math Skills for Electronic Engineering Technology</a></p> <p>S. Sookochoff presented MATH 037 noting the similarities to MATH 028. S. Sookochoff also noted that she will update the prerequisites to reflect admission to the Electronic Engineering Technology Diploma.</p> <p>Council members did not have any questions or feedback regarding MATH 037 and J. Garrett proceeded with reading the motion.</p> <p><i>Motion: <b>THAT Education Council approves the new course: MATH 037 Math Skills for Electronic Engineering Technology as presented.</b></i></p>	<p><b>CARRIED</b></p>
<p><b>M. Martin</b></p> <p>S. Sookochoff left the meeting at 4:36p.m.</p>	<p><b>CARRIED</b></p>
<p><b>7. OTHER BUSINESS &amp; BUSINESS ARISING FROM CONSENT AGNENDA</b></p> <p>Members did not raise other business, and there were no items moved from the consent agenda for further discussion.</p>	
<p><b>8. REPORTS</b></p> <p>8.1 Education Council Chair</p> <p>J. Garrett noted there will be a special Education Council meeting with OC executives on Tuesday, May 27, 2025 from 2:00-4:00p.m. at the Kelowna Campus. Executives will provide a presentation and there will be time for council members to ask questions.</p> <p>J. Garrett noted that the May 1, 2025 Education Council meeting will take place at the Penticton Campus. A member asked if the meeting could be held earlier in the day because many members will need to travel far. J. Garrett requested E. Booi to send a poll asking for members availability to hold the meeting earlier.</p> <p>8.2 Provost and Vice President Academic</p> <p>S. Lenci referred to the Program Redundancy notification that was previously sent to council members and noted that Education Council will receive a report to review from the Redundancy Committee after the committee meets.</p>	

Topic	Action
<p>A member asked for clarification regarding the composition of the Redundancy Committee. S. Lenci noted the composition and added that an OCFA resource person may attend the meeting.</p> <p>Members noted that the notice as required under section 33.3.3 of the Okanagan College Faculty Association collective agreement was incomplete. Members explained that the language of the agreement (specifically “The request must be accompanied by a brief that explains the nature of the Vice-President Education’s concerns and includes the relevant data or information in the Vice President Education’s hands which motivated the request”) is clear and the notice was incomplete because it did not contain “the relevant data or information.” S. Lenci stated that she will take members’ concerns under advisement and noted that the data is intertwined with people and Education Council’s role is advisement on academics.</p>	
<p>8.3 Registrar</p> <p>I. Wheeler noted that the nomination period is open for the North and South Okanagan student representatives for the new trial terms of August 1, 2025-July 31, 2026. The call for nominations also opened for the regional faculty and the Central Okanagan seat is open to faculty from any region.</p>	
<p><b>9. ADJOURNMENT</b></p> <p>The meeting was adjourned at 4:49p.m.</p>	