

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

Program Faculty:

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

Regional Faculty:

- Claude Hurtubise (Central Okanagan)
- Leanne Mallory (North Okanagan)
- Bryan White (Shuswap Revelstoke)
- Wendy Wheeler (South Okanagan)

Support Staff:

- Michelle Somerville

Students:

- Samreet Kaur (Central Okanagan)
- Shirelle Nickoli (North Okanagan)
- Sara Delgado Soto (South Okanagan)

Regrets

- Neil Fassina, President
- Vivian Moretti (Support Staff Representative)

Educational Administrators:

- Samantha Lenci, Provost and Vice President, Academic
- Paul Martin, Dean, Teaching & Learning Innovations
- Chris Newitt, Associate Dean, Arts and Foundational
- Joan Ragsdale, Special Advisor, In-community Program Design

Non-voting:

- Inga Wheeler, Registrar
- Cindy Battersby (Board of Governors)

Recording:

- Elaine Booi, Governance Administrator

Guests

Presenting:

- Bryan Penfound, Chair, Mathematics & Statistics
- Terri-Lynn Russell, Associate Dean, Health & Social Development*
- Andrea Thiessen, Instructor, Early Childhood Education*
- Andrew Pulvermacher, Associate Dean, Arts and Foundational

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

Quorum was established and the meeting called to order at 3:05p.m.

2. ACKNOWLEDGEMENT

The J. Ragsdale provided a land acknowledgment.

3. DECLARATION OF CONFLICT

The Chair asked members if they had any declarations of conflict. C. Hurtubise noted an abstention from the Mathematics and Statistics proposals as the proposals originated from his respective department.

Topic	Action
<p>4. APPROVAL OF AGENDA</p> <p>The Chair asked members if they had any amendments to the agenda. The Chair noted that B. Penfound will be late and proposed moving the Health and Social Development proposals ahead of the Mathematics and Statistics proposals. The members agreed to this amendment and the Chair read the motion.</p> <p><i>Recommended Motion: THAT Education Council approves the October 16, 2025 agenda and thereby approves the consent agenda as amended.</i></p>	
<p>K. Brochu</p>	CARRIED
<p>4.1 Consent Agenda</p> <ul style="list-style-type: none">i. Education Council Regular Meeting Minutes – September 18, 2025ii. Course revisions:<ul style="list-style-type: none">a) DSCI 300 Data Wrangling and Visualization Motion: THAT Education Council approves the course revisions for DSCI 300 Data Wrangling and Visualization as presented.b) DSCI 321 Health Care Analytics Motion: THAT Education Council approves the course revisions for DSCI 321 Health Care Analytics as presented.c) DSCI 322 Comparative Health Systems Motion: THAT Education Council approves the course revisions for DSCI 322 Comparative Health Systems as presented.d) DSCI 323 Epidemiology and Health Analytics Motion: THAT Education Council approves the course revisions for DSCI 323 Epidemiology and Health Analytics as presented.e) DSCI 324 Health Care Information Systems Motion: THAT Education Council approves the course revisions for DSCI 324 Health Care Information Systems as presented.f) DSCI 325 Encryption Algorithms for Data Protection Motion: THAT Education Council approves the course revisions for DSCI 325 Encryption Algorithms for Data Protection as presented.g) MATH 212 Calculus III Motion: THAT Education Council approves the course revisions for MATH 212 Calculus III as presented.h) MATH 314 Calculus and Linear Algebra with Business Applications Motion: THAT Education Council approves the course revisions for MATH 314 Calculus and Linear Algebra with Business Applications as presented.i) LSEC 130 Litigation Law Office Practicum Motion: THAT Education Council approves the course revisions for LSEC 130 Litigation Law Office Practicum as presented.	

Topic	Action
j) STAT 310 Regression Analysis Motion: THAT Education Council approves the course revisions for STAT 310 Regression Analysis as presented.	
k) WET 202 Wet Capstone Project Motion: THAT Education Council approves the course revisions for WET 202 Wet Capstone Project as presented.	

5. BUSINESS ARISING

Governance

5.1 Professional Development Planning

The Chair noted that part of the Education Council Workplan includes a discussion of professional development planning. Although this topic was originally intended for the September meeting, time constraints led to its deferral. In the interim, the Governance Administrator distributed a survey outlining various professional development priorities and received responses from eight members. The priorities were ranked as follows:

1. Teaching & Learning
2. Academic Governance and Accountability
3. Registration Office
4. Policy

The Chair proposed inviting an external speaker to provide governance training and coordinating a presentation with the Dean of Teaching and Learning Innovations. The Chair also clarified that curriculum proposals will not be reviewed at the Professional Development meeting unless necessary. Members had no questions or comments, and the Chair confirmed that this plan will move forward as outlined for the December 2025 meeting.

6. NEW BUSINESS

Health & Social Development

6.1 Early Childhood Education Course Revisions:

- [ECDE 117 Practicum I](#)
- [ECDE 129 Practicum II](#)
- [ECDE 213 Working with Families and Community](#)
- [ECDE 219 Practicum III](#)
- [ECDE 223 Administration](#)
- [ECDE 224 Inclusive Practice Theories](#)
- [ECDE 225 Inclusive Practice Strategies](#)
- [ECDE 229 Practicum IV](#)
- [ECDE 239 Practicum V](#)

T. Russell presented ECDE course revisions, noting a shift to a pass/fail grading system to better align with practices in other Early Childhood Education (ECE) programs. The revisions also included updated language in course descriptions and outcomes.

C. Newitt and A. Pulvermacher joined the meeting at 3:14p.m.

Topic	Action
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Members discussed the practicum hours listed in Quali, noting that the system does not currently have a separate field for practicum hours. As a result, total hours are typically entered under contact hours. Members explored the possibility of modifying Quali to include a dedicated field for practicum hours. The Chair shared that this issue had been discussed with the Associate Registrar, and that a workaround will be used until a system update is implemented. For now, seminar hours will be used to capture the total number of practicum hours. The Curriculum Coordinator will provide T. Russell with access to enter the total hours into the seminar section.

Recommended Motion: THAT the Education Council approves the revisions for the following courses as presented:

- **ECDE 117 Practicum I**
- **ECDE 129 Practicum II**
- **ECDE 213 Working with Families and Community**
- **ECDE 219 Practicum III**
- **ECDE 223 Administration**
- **ECDE 224 Inclusive Practice Theories**
- **ECDE 225 Inclusive Practice Strategies**
- **ECDE 229 Practicum IV**
- **ECDE 239 Practicum V**

P. Martin

CARRIED

6.2 Early Childhood Education – Inclusive Child Care Certificate (ECDEIC)

T. Russell presented a proposal to reopen the Inclusive Child Care Certificate program, noting that the government is currently offering incentives for individuals in the community to upgrade their credentials. The College previously offered this pathway, and there has been consistent community interest in its return. T. Russell worked with Teaching and Learning Innovations to update course descriptions and learning outcomes to reflect current standards. The Registrar noted that the implementation date was listed as Fall 2025, but T. Russell will update it to Winter 2026.

B. Penfound joined the meeting at 3:28 p.m.

T. Russell explained that the revised language aligns with the new ECE learning framework expected to be released in 2026. Although the framework is still in draft form, the updates are designed to align with their anticipated direction. A member asked whether the proposal includes new courses. T. Russell clarified that the courses currently exist, but they are being grouped to create a formal admissions pathway to the certificate.

A member suggested that the certificate be treated as a new program to allow for tuition updates. The Registrar responded that since some of the courses are part of the existing diploma, tuition must remain consistent across those courses.

T. Russell noted that if the new competencies are introduced next year, they will apply for the diploma, not the certificate pathways. The Chair asked whether additional revisions are expected, and T. Russell confirmed that more substantial changes are forthcoming. A member who was involved with these proposals in the past added that this proposal represents the final piece of the modularization process, with five pathways integrated into the diploma and

Topic	Action
<p>offered in various formats. The certificate provides a “ladder out” rather than a “ladder in,” offering three distinct opportunities for students. However, this revision could not be delayed further, as it has been in development for some time. A full redesign will follow to ensure alignment with the new competencies. T. Russell emphasized that the push for this revision is driven by the need for a clear admissions and registration pathway, requiring a significant overhaul.</p> <p>A member raised a concern about mark equivalency, noting that it does not match Okanagan College’s grading system. T. Russell explained that the program follows a vocational grading system, which differs from the college’s standard.</p> <p>The Registrar noted that moving practicum courses to a pass/fail grading system will require updates to graduation requirements for the diploma and related certificates. This change could be considered a minor update rather than a full program revision. Members discussed whether the change should be submitted as a minor or substantial revision and decided to move forward with a substantial change.</p> <p>The Chair read the following motions:</p> <p>Recommended Motion: THAT the Education Council approves the revised program: Early Childhood Education – Inclusive Child Care Certificate (ECDEIC) for recommendation to the Board of Governors as presented.</p>	
<p>S. Kaur</p> <p>Recommended Motion: THAT the Education Council approves the revised graduation requirements for recommendation to the Board of Governors as presented for the following programs as presented:</p> <ul style="list-style-type: none">• Early Childhood Education Diploma (ECED)• Early Childhood Education - Infant Toddler Certificate (ECEDIT)• Early Childhood Education Certificate (ECEC)• Early Childhood Education Assistant Certificate (ECEA)	<p>CARRIED</p>
<p>M. Somerville.</p> <p><i>T. Russell and A. Thiessen left the meeting at 3:58p.m.</i></p>	<p>CARRIED</p>
Science & Technology	
6.3 Course Cancellations	
<p>B. Penfound presented the proposed course cancellations, noting that the courses are no longer taught.</p> <p>A member asked whether any of the courses are integrated with other programs. B. Penfound responded that STAT 240 is currently part of the Post Diploma Certificate in Data Science. However, a program revision is scheduled for next fall, and changes to the course list are already underway.</p> <p>The Chair noted that removing STAT 240 from the program would affect how the outline is structured in Kual. After discussion, members agreed to wait and remove STAT 240 at the same time as the broader program revision to ensure consistency.</p> <p>i. MATH 136 Mathematics for Analytical Chemistry Technology, MATH 149 Math for Network & Telecom Engineering Tech II</p>	

Topic	Action
<p>Recommended Motion: <i>THAT the Education Council approves and recommends to the Board of Governors the cancellation of the inactive courses, with an end date of Fall 2025:</i></p> <ul style="list-style-type: none"><i>MATH 136 Mathematics for Analytical Chemistry Technology</i><i>MATH 149 Math for Network & Telecom Engineering Tech II</i> <p>S. Delgado Soto</p> <p><i>C. Hurtubise abstained from the motion.</i></p>	<p>CARRIED</p>

Presentation

6.4 Open Studies Option

A. Pulvermacher provided a presentation of Open Studies, clarifying that it is an admissions pathway rather than a new program. Progress is steady, with a soft launch planned for Winter 2026 and full implementation expected to begin in Fall 2026.

Members discussed potential impacts on classroom dynamics, particularly concerns about students not pursuing a credential affecting the flow of targeted programs. A. Pulvermacher acknowledged that this may shift how instructors engage with students but emphasized the opportunity to become more inclusive educators.

Several members expressed support for the initiative, noting that diverse perspectives can enrich classroom experiences. The Registrar explained that the College currently offers unclassified student designations, but these require transcript submissions and a completed degree.

Questions were raised about the application process for Open Studies students. A. Pulvermacher clarified that while the process differs from standard program applications, it would use the time ticket system to ensure that credential-seeking students have priority access to registration.

Members asked whether Open Studies would be available across all programs, including technical fields. A. Pulvermacher responded that implementation is ready for the School of Business, which has already identified eligible courses for an Open Studies calendar. The Registrar added that the system can support this structure.

Concerns about prerequisites were addressed. A. Pulvermacher noted that the proposal include examples of how prerequisites would be managed, and that prerequisite waiver forms and Prior Learning Assessment and Recognition (PLAR) are available for admissions. Tuition for Open Studies is still under discussion due to varying course fees across the college.

A member proposed creating a separate calendar description for Open Studies courses to better communicate expectations to different student groups.

The Provost thanked A. Pulvermacher for championing the Open Studies initiative. The Provost reflected on the value of allowing students to experience what learning looks like outside of traditional work environments, suggesting that Open Studies offers a unique opportunity to explore education in a more flexible and exploratory way.

Topic

Action

7. REPORTS

7.1 Education Council Chair

Acknowledgements: The Chair thanked S. Kaur for her contributions to Education Council, as this is her final meeting in her current term.

Education Council Resources: The Governance Administrator created an Education Council SharePoint page containing all relevant Education Council resources. The page can be accessed through Education Council meeting invitations.

Integrated Curriculum Committee (ICC) Checklist and Kuali Update: Feedback is being gathered from members of the School of Business, and revisions to the checklist are ongoing. Kuali is scheduled for a full system upgrade in spring or summer, and the checklist will be integrated into Kuali to streamline processes. The system will likely be offline in mid-July during the upgrade.

Provincial Academic Governance Council (PAGC): The Chair was unable to attend the first AGC meeting, but the Vice Chair participated instead. The next meeting is scheduled for November and we will host the Academic Governance Council in May. Recent discussions have focused on procedures for program cancellations and suspensions across institutions.

Exam Procedures and Academic Integrity: The Vice Chair raised concerns about inconsistencies in recently published exam procedures, particularly in-person exams for online courses due to academic integrity issues. The Provost noted the need for a consistent approach and added that the School of Business has already requested some exceptions to the procedures by working with Alison Gibson and James Coble. Cases were noted where students performed well on online exams but poorly on in-person exams, highlighting potential academic integrity issues. Although challenges remain due to the lack of testing centers, which limits accommodation options for students in various locations. There is currently a search for more testing center solutions.

7.2 Academic Governance Committee

The Chair noted that the October AGC meeting was cancelled and the next meeting is on November 13.

7.3 Integrated Curriculum Committee

The Chair noted that ICC met on October 2 and reviewed course proposals for STAT 240 and LSEC 130.

7.4 Provisional Approval Committee

The Chair noted that the PAC met on September 25 and reviewed and approved the Sustainable Building Technology program redesign. This included:

- Approving the new Sustainable Construction Management Certificate
- Approving the new Sustainable Construction Management Technology Diploma
- Approving new SBMT courses

The Chair reported that the PAC meeting was successful and discussion during the meeting was highly productive and thorough. The Chair expressed appreciation to those who participated and noted feeling fully satisfied with the outcome. The proposals discussed at the meeting were presented at a special Board meeting in October.

Topic	Action
<p>The Chair noted that there has been interest in the committee since the meeting. To support the committee's role and manage participation, the Governance Administrator created an application form to demonstrate the importance and critical nature of the committee's work.</p>	
<p>7.5 Provost and Vice President Academic</p> <p>The Provost reported that work is currently underway on budgeting for the upcoming year, with the next few weeks dedicated to reviewing and refining budget plans.</p> <p>In addition, the Provost is developing a credential framework that spans from micro-credentials to degree-level programs. The framework will align with Canadian standards for academic credentials. Micro-credentials are being developed in accordance with seven principles accepted by Colleges and Institutes Canada (CICan). As many program changes are currently in progress, the Academic Governance Committee (AGC) may review elements of the credential framework in future meetings.</p> <p>The Provost Council recently met with the Registrar's Office to address longstanding issues with system integration. Efforts are now focused on improving communication between systems and strengthening relationships across departments.</p> <p>The Provost also noted that program outcomes are currently being looked at and how program redesign impacts outcomes.</p>	
<p>7.6 Registrar</p> <p>The Registrar noted that they are working on scheduling for next year.</p> <p>The Registrar also noted that the nomination period was extended for the Education Council Student and Health and Social Development seats.</p>	
<p>7.7 Board of Governors</p> <p>The Board of Governors Representative provided updates on their last regular meeting on September 23 and noted that a special meeting was held on October 7.</p>	
<p>8. OTHER BUSINESS & BUSINESS ARISING FROM CONSENT AGENDA</p> <p>No items were discussed.</p>	
<p>9. ADJOURNMENT</p> <p>The meeting was adjourned at 5:08p.m.</p>	