

# EDUCATION COUNCIL

## MINUTES OF THE MEETING HELD ON

Tuesday, September 23, 2014

13:00 Room C408

### Membership:

Amir Alavi (a)	Margaret Heldman	Lyndon Salas
Jade Arignon (a)	Ian Humphreys	Roger Semmens
Sarah Bowers	Gerda Krause (Chair)	Jan Smith*
Jacqueline Bradshaw	Erika Li (a)	Tomo Tanaka
Lynn Carter (Vice-Chair)	Julie Longo	Stefanie Thomas*
Kevin Craib	Robin Macqueen	Lane Trotter*
Elliott Grubner (a)	Clayton Munro*	Joyce Wong
Kathy Hanson	Bradley O'Hara	Gayleen Wren

**Minutes:** Susan Smith

**Guests:** --

**Regrets:** E Li

\*non-voting  
(a) absent

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### 1. CALL TO ORDER/WELCOME

G Krause called the meeting to order at 1300 hours, upon declaration of a quorum. She welcomed new attendees, and noted that the terms of J Arignon and A Alavi would be completed after this meeting.

### 2. APPROVAL OF AGENDA

The agenda was approved by consensus.

### 3. APPROVAL OF MINUTES

The minutes of the meeting held on June 17, 2014 were approved by consensus.

### 4. CURRICULUM

#### A) MATHEMATICS and STATISTICS

##### a. Course Change

##### i) MATH 1118 – Mathematics of Finance

K Craib indicated that the calendar currently includes the *Computer Information Systems Math Entrance Test* as a prerequisite option, however this test no longer exists and should be deleted from the statement. The phrase “*or permission of the department*” would also be deleted.

**IT WAS MOVED** by K Craib, seconded by M Heldman, that the prerequisite statement revision in *MATH 1118 – Mathematics of Finance* be approved by Education Council.

**MOTION CARRIED**

G Krause turned the chair over to L Carter.

#### B) BIOLOGY

##### a. Course Change

##### i) BIOL 1190 – Health Science I: Human Anatomy and Physiology I

The proposal would remove the phrasing in the calendar that refers to priority registration for Nursing students. Completion of BIOL 1190 is now an admission requirement of the Nursing Program, and as the course is no longer a part of the Nursing curriculum, priority registration no longer applies. Redundant information about the Nursing Program’s English requirement is

also removed.

**IT WAS MOVED** by G Krause, seconded by S Bowers, that the revised calendar information for *BIOL 1190 – Health Science I: Human Anatomy and Physiology I* be approved by Education Council.

**MOTION CARRIED**

ii) **BIOL 1191 – Health Science II: Anatomy and Physiology II**

The proposal would revise information in the calendar that refers to both BIOL 1190 and BIOL 1191 as progression requirements of the Nursing Program. BIOL 1190 is no longer a progression requirement but rather an admission requirement.

**IT WAS MOVED** by G Krause, seconded by J Bradshaw, that the revised calendar information for *BIOL 1191 – Health Science II: Human Anatomy and Physiology II* be approved by Education Council.

**MOTION CARRIED**

iii) **BIOL 2192 – Health Science III: Pathophysiology**

Prerequisites and corequisites are updated to reflect changes in the Nursing Program. ENGL 1129/1130 are not needed as prerequisites because English is taken in Term 1 of the BSN program and Term 2 of the NT program, and corequisites are not recommended because there are many students who need upgrades in one or two of their Term 3 required courses. This change will eliminate the need to grant many registration overrides.

**IT WAS MOVED** by G Krause, seconded by M Heldman that the proposed changes in *BIOL 2192 – Health Science III: Pathophysiology* be approved by Education Council.

**MOTION CARRIED**

**b. Global Change**

i) **Change staledating policy**

This proposal would remove the Biology department's requirement that courses used as prerequisites be taken within the last three years. It was noted that few other institutions have staledating, and students may decide whether or not they need upgrading. This change will increase enrolment eligibility and reduce administrative work required for granting registration overrides. It was noted that the policy change would be effective immediately, but not automated in the registration system until the 201520 semester.

**IT WAS MOVED** by G Krause, seconded by K Hanson that the elimination of prerequisite staledating in Biology courses be approved by Education Council.

**MOTION CARRIED**

**5. OTHER BUSINESS**

**A) Education Council deadlines/meeting schedule for 2015**

The proposed 2015 schedule was presented.

**IT WAS MOVED** by G Krause, seconded by T Tanaka, that the 2015 DDC/EdCo Submission Deadlines schedule be approved by Education Council.

**MOTION CARRIED**

**B) CONTINUING STUDIES**

G Krause reminded Council that while most submissions from Continuing Studies are received by Education Council only for information, any programs being considered for student aid eligibility must be approved by Education Council.

**a. Certificate Program Revisions**

i) **Singer Songwriter Certificate Program**

This program was first presented to Education Council in September 2012. The program has established minimum entrance requirements in order to be considered eligible for Student Loans. No other changes were made to the program.

**IT WAS MOVED** by G Krause, seconded by K Craib, that Education Council approve the *Singer Songwriter Certificate Program* to be offered by Continuing Studies.

**MOTION CARRIED**

ii) Registered Massage Therapy Certificate Program

G Krause noted that this program, which has already been established as meeting Student Loans eligibility, is submitted to Education Council with a revision which corrects the total number of program hours, from 3270.5 hours to 3219.5 hours. This change does not affect financial aid criteria.

**IT WAS MOVED** by G Krause, seconded by J Bradshaw, that Education Council approve the revised *Registered Massage Therapy Certificate Program* to be offered by Continuing Studies.

**MOTION CARRIED**

L Carter returned the chair to G Krause.

## 6. FOR INFORMATION

### A) CONTINUING STUDIES

#### a. Certificate Program Revisions

i) Holistic Image and Style Advisor Certificate Program

This program will change from being a full-time, eight-month program, to a part-time program with five years to complete. With this change, the program will no longer be eligible for student loans. There are no changes in the program curriculum.

ii) Advanced Integrative Energy Healing Program

One course is divided into two separate courses, one course is deleted, and two elective courses are added to the curriculum.

iii) Commercial Illustration Certificate Program

*Adobe Photoshop Level II (PHTG 1028)* is deleted from the required courses, as the material is covered in another course.

iv) Organic Landscape Management Certificate

One course is deleted, hours have been increased in three courses, five electives are added (from which students must choose three), total program hours are increased from 207 to 248, and the total number of required courses reduced from 5 to 4.

v) Advertising Copywriting Certificate Program

Seven courses are added to the list of required courses, while four others are deleted; course hours are increased in three courses, and six elective courses have been added. Total course hours will change from 294 to 432, with total hours needed for a certificate increased to 459.

vi) Professional Building Manager Certificate Prom

Three elective courses are deleted, one elective course is renamed, and one course will increase hours from 12 to 15, which will increase total program hours from 186 to 189 hours.

G Krause confirmed these Continuing Studies program revisions as received by Education Council for information.

#### b. New Certificate Programs

i) Therapeutic Yoga for Trauma, Resilience and Emotional Wellbeing

This new program is designed for certified yoga teachers who wish to advance their knowledge and expertise. There are four courses, for a total of 155 hours to complete the program.

ii) Energy Management Certificate Program

This program provides a strong practical foundation in energy management, combined with practical knowledge of the operating aspects of commercial, residential and industrial buildings. There are nine courses for a total of 144 hours to complete the program.

iii) Ideation and Creative Leadership Certificate Program

This program is offered for students who wish to explore the creative process and learn how to be successful as a creative professional. The curriculum includes 4 courses and 144 hours to complete the program.

iv) Advertising and Design Certificate Program

This is a part-time program designed to train art directors and communication designers for employment in the advertising, communications design and marketing industry. The curriculum includes 17 courses for a total of 612 program hours.

G Krause confirmed these new Continuing Studies certificate programs received by Education Council for information.

**B) Update: EdCo forms review**

G Krause provided a brief report from the sub-committee. She noted that the process is turning out to be longer than anticipated, but progress is being made.

**7. ADJOURNMENT**

**IT WAS MOVED** by L Carter that the meeting be adjourned.

**MOTION CARRIED**

The meeting was adjourned at 1325 hours.