

# EDUCATION COUNCIL

MINUTES OF THE MEETING HELD ON  
Tuesday, May 20, 2014  
13:00 Room C408

**Membership:**

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

**Minutes:** Susan Smith\*

**Guests:** Kelly Sveinson

\*non-voting  
(a) absent

**Regrets:** M Heldman, B O'Hara, G Wren

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**1. CALL TO ORDER/WELCOME**

G Krause called the meeting to order at 1300 hours, and welcomed new Counselling representative Stefanie Thomas.

**2. APPROVAL OF AGENDA**

**IT WAS MOVED** by L Carter, seconded by J Bradshaw that the agenda be approved.

**MOTION CARRIED**

**3. APPROVAL OF MINUTES**

**IT WAS MOVED** by T Tanaka, seconded by P Cia, that the minutes of the Education Council meeting held April 22, 2014 be approved as distributed.

**MOTION CARRIED**

**4. NEW BUSINESS**

**A) CONTINUING STUDIES**

**a. New Program**

**i) Corporate Readiness Certificate**

G Krause reviewed the criteria for student aid eligibility for a program, which includes approval by Education Council. C French referred to the checklist for establishing student aid eligibility, included with this proposal, and confirmed that the Corporate Readiness Certificate meets the criteria set out by StudentAidBC.

**IT WAS MOVED** by I Humphreys, seconded by J Bradshaw, that Education Council approve the new Certificate Program *Corporate Readiness Certificate* to be offered by Continuing Studies.

**MOTION CARRIED**

*I Humphreys left the meeting at 1304 hours.*

**5. FOR INFORMATION**

**A) Academic Governance Council Report**

G Krause reported on the most recent meeting of the AGC, which took place on April 16, 2014 at Douglas College. The next meeting will be held at Camosun College on October 18, 2014.

**B) MARK 2100**

J Bradshaw noted that at its March 2014 meeting, Education Council approved a course change proposal for MARK 2100 which adds a Statistics prerequisite, to be effective Fall 2014. MARK 2100 is used in both the BBA and BRM programs. After further consultation with departments for both programs, it was decided to delay implementation of this change until Spring 2015.

**C) Continuing Studies**

**a. Program Revisions**

i) Professional Accounting Certificate

One required course is replaced with two electives. Total program hours will increase from 514 to 534.

ii) Photography Certificate

Edits and corrections are made to reflect correct course codes and number of required and elective hours.

iii) Commercial Illustration Certificate Program

The names of three courses are changed to better describe the nature of the program.

iv) Advanced Project Management Certificate

Six courses have been replaced, learning outcomes have been revised, and the total program hours have increased from 91 to 120 hours.

**IT WAS MOVED** by P Cia, seconded by S Bowers, that these Continuing Studies Certificate Program Revisions be received by Education Council for information.

**MOTION CARRIED**

**6. ADJOURNMENT**

**IT WAS MOVED** by R Macqueen that the meeting be adjourned.

The meeting was adjourned at 1316 hours.