

EDUCATION COUNCIL

MINUTES OF THE MEETING HELD ON

Tuesday, November 20, 2012

13:00 Room C408

Membership:

Diane Bradley	Diljit Dial	Cheryl McKeeman (a)
Andrew Brousse	Charlotte French*	Bradley O'Hara
Jacqueline Bradshaw	Kathy Hanson	Christine Peterson
Lynn Carter (Vice-Chair)	Margaret Heldman	David Ross* (a)
Patricia Cia*	Ian Humphreys (a)	Tomo Tanaka
Agustina Coccaro (a)	Darrell Kean (a)	Gayleen Wren
Julia Denholm	Gerda Krause (Chair)	Rute Xu
	Julie Longo	Max Yang

Guests: —

Minutes: Susan Smith

Regrets: Ian Humphreys, Darrell Kean, Cheryl McKeeman

*non-voting

1. CALL TO ORDER/WELCOME

G Krause called the meeting to order at 1300 hours, and introduced new council members Rute Xu, Max Yang, Kathy Hanson, and Darrell Kean (absent).

2. APPROVAL OF AGENDA

The agenda was approved by consensus with deletion of item 6A.

3. APPROVAL OF MINUTES

The minutes of the meeting of October 16, 2012 were approved by consensus.

4. CURRICULUM

G Krause turned the chair over to L Carter.

A) COMPUTING SCIENCE & INFORMATION SYSTEMS

a. Program Change

- i) Diploma in Computer Studies
- ii) Diploma in Computer Studies Cooperative Education

These proposals will replace references to the outdated "Mathematics 12" in the admission requirements of both programs with the current "Principles of Mathematics 12 or Precalculus 12".

IT WAS MOVED by G Krause, seconded by G Wren that Education Council approve the revised admission requirements in the *Diploma in Computer Studies* and *Diploma in Computer Studies Cooperative Education* programs.

MOTION CARRIED

b. Course Change

i) CPSC 2280 – Operating Systems

The proposed revision will “futureproof” the calendar description by replacing references to specific software, etc, which may become outdated, with a more general description of the course content.

IT WAS MOVED by G Krause, seconded by D Bradley that Education Council approve the revised calendar description as proposed for *CPSC 2280 – Operating Systems*.

MOTION CARRIED

L Carter returned the chair to G Krause.

B) KINESIOLOGY/HUMAN KINETICS

a. New Course

i) KINS 2295 – Selected Topics in Kinesiology

The creation of this course will allow the Kinesiology Department to offer various special topics courses to gauge student interest. Specific course content and topics will be determined on a semester by semester basis.

IT WAS MOVED by D Bradley, seconded by M Heldman that Education Council approve the new course *KINS 2295 – Selected Topics in Kinesiology*.

MOTION CARRIED

C) PUBLISHING

T Tanaka provided an overview of the proposed changes in the Publishing Program which reflect current industry practices. Three new course proposals were presented as a single package.

a. New Course

i) PUBL 1220 – Web Design Fundamentals

This course, which will provide students with the foundation web authoring skills and core competencies needed in the Publishing industry, is intended to replace PUBL 1225, and will form part of the revised Publishing Program curriculum.

ii) PUBL 1232 – Advanced Web Design

This course will build on PUBL 1220 to introduce students to a content management system needed to design for multiple platforms. The course, together with PUBL 1235, will replace PUBL 1231.

iii) PUBL 1235 – Web Production I

In this lab-intensive course, students will form development and production teams to create the current year’s online version of Pacific Rim Magazine. The new courses PUBL 1220 and PUBL 1232 are prerequisite and corequisite, respectively. This course, together with PUBL 1232, will replace PUBL 1231.

IT WAS MOVED by T Tanaka, seconded by B O’Hara that Education Council approve the new courses *PUBL 1220 – Web Design Fundamentals*, *PUBL 1232 – Advanced Web Design*, and *PUBL 1235 – Web Production I*.

MOTION CARRIED

b. Program Change

i) Publishing

The revised curriculum will reflect the addition of the new courses and proposed course deletions, effective for the September 2013 program intake.

IT WAS MOVED by T Tanaka, seconded by A Brousse that Education Council approve the proposed curriculum revisions in the Publishing program.

MOTION CARRIED

c. Discontinued Course

i) PUBL 1225 – Electronic Communications

This course will be deleted and replaced with PUBL 1220 to better address the changing practices and newer web-based skills required by the industry.

ii) PUBL 1231 – Intermediate New Media Publishing

The software taught in this course is less in demand as industry focuses more on other systems that are compatible with mobile devices. This course will be replaced with PUBL 1232 and PUBL 1235.

IT WAS MOVED by T Tanaka, seconded by L Carter, that Education Council approve the discontinuation of *PUBL 1225 – Electronic Communications* and *PUBL 1231 – Intermediate New Media Publishing*.

MOTION CARRIED

5. OTHER BUSINESS

A) Academic Dates 2013-2014

C French noted the challenges in scheduling for Spring due to the various breaks and holidays that occur within that term. The current proposal covers the period from Fall 2013 through Summer 2014, with three options listed for Spring 2014. She noted that the Deans and Division Chairs committee had recommended the schedule described as “Spring 2014B” which allows 2 study days before the start of exams but reduces total instructional days to 61.

IT WAS MOVED by J Bradshaw, seconded by J Denholm that Education Council approve the Academic Dates proposed by the Office of the Registrar from Fall 2013 through Summer 2014, including the dates identified as “Spring 2014B”.

MOTION CARRIED

B) EdCo minutes on website (vs distribution by email)

G Krause noted that approved minutes are posted on the publicly-accessible Education Council page on the Langara College website, and are also emailed to a distribution list, which includes Education Council members.

It was agreed that the practice of emailing the minutes will be discontinued. To ensure that all usual recipients are informed, S Smith will remind the distribution list for the next few months when minutes have been uploaded to the website.

C) EdCo manual revision/forms revisions/minor edits clarification

G Krause proposed that the revised Education Council Resource Manual serve as a living document that can be regularly updated online. Recent revisions include an introduction that emphasizes curriculum development, clarification of the types of changes that need to be seen by Education Council, a flow chart to illustrate the approval process, and examples of EdCo forms with instructions. Various changes to the forms include reducing the number of signatures required from the Office of the Registrar and addition of implementation notes for the Office of the Registrar. Because forms are revised frequently, users are reminded to obtain the most recent version of each form from the employee intranet area of the Langara website.

L Carter thanked G Krause and S Smith for their work on revising the manual.

6. FOR INFORMATION

A) *Item deleted.*

B) EdCo Orientation

An orientation session for new Education Council members will be held the afternoon of May 14, 2013. Further information will be provided at a later date.

C) AGC Report

G Krause provided a report on the Academic Governance Council meeting she attended on October 20, 2012 at Camosun College.

D) CONTINUING STUDIES

G Krause highlighted features of the following new and revised Continuing Studies programs as received by Education Council.

a. New Certificate Programs

- i) Advertising Copywriting Certificate
- ii) Cranial Sacral Therapy
- iii) Production Design

b. Certificate Program Revisions

- i) Communication Arts
- ii) Digital Music Production
- iii) Electronic Media Design
- iv) General Business Program
- v) Medical Aesthetics Certificate
- vi) Photography Certificate
- vii) Web Publisher

7. ADJOURNMENT

The meeting was adjourned at 1356 hours.