

**Okanagan College Education Council  
Minutes of Thursday, September 13, 2018 4:00 pm  
Room S 103B Student Services Boardroom – Kelowna Campus**

**Draft**

**Present:** A Hay, R Johanson, A Lang (by phone), D Marques, J Muskens, N Nesbitt (by phone), C Newitt, A Pope (at 4:10), R Tyner, R Alejandro, N Bowman, K Douglas, R Sawatzky, W Gillett, A Krebs, T Walters

**Regrets:** D Silvestrone, N Davis, J Hamilton

**Absent:**

**Guests:** J Rouse, R Huxtable

**Recorder:** M Welsh

1. **Determination of Quorum and Call to Order**  
C Newitt called the meeting to order at 4:01
  
2. **Adoption of the Agenda**  
**Motion:** T Walters/ A Lang  
That Education Council approves the agenda as presented.  
**Carried**
  
3. **Approval of the Minutes**

expertise. The cultures and values of ESA and the College are very similar, as they are both very focused on the learner.

- This is very promising for students.
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**c. Approval of Candidates for Graduation**

**Motion:** R Tyner/ B Gillett

the understanding the Registrar has verified that the candidates listed herein have satisfied all requirements for the program for which they are eligible and, therefore, recommends these candidates to Education Council for approval in the degree, diploma, or certificate in which they are eligible.

- Accounting Assistant Certificate (Distance Education)
- Administrative Assistant Certificate (Distance Education)
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- Plumbing and Piping Trades Certificate (February 5, 2018 to July 27, 2018- Kelowna)
  - Plumbing and Piping Trades Certificate (February 13, 2018 to July 27, 2018- Salmon Arm)
  - Post-Baccalaureate Diploma in Accounting (Spring/Summer 2018 Completions)
  - Post-Baccalaureate Diploma in Marketing (Spring/Summer Completions)
  - Therapist Assistant Diploma (out of Sequence- End date July 3, 2018)
  - Welding Foundation Certificate (February 13, 2018 to August 24, 2018- Kelowna)
- dates. Members agreed.

**Carried**

**Motion:** R Johanson/ T Walters  
That Education Council moves out of camera.

**Carried**

## 6. Reports

### 6.1 Council Chair's Report C Newitt

- C Newitt noted that he is currently serving as department chair as well as teaching this semester in addition to his Education Council duties. This could create a conflict for the AGM in Terrace. Someone might need to go in his place.
- C Newitt attended many convocations in the spring and summer.
- The 2019 Education Council and CPRC schedule is now online.

### 6.2 President & Vice-President Education Report A Hay

- A Hay noted that the Post Baccalaureate Diploma in Human Resources Management has been approved by PSIPS and is now implemented.
- No institutions had any comments on the applied degree in the 30 day time frame. It approval.
- A member questioned if a member of Okanagan College must present the degree at DQAB. A Hay explained that someone just needs to be available by phone should the board have any questions.

### 6.3 Registrar's Report J Muskens

- J Muskens wanted to note the recent success with scheduling. This is the first year with significantly less changes having to be made to the schedule the week before or the week of the first semester. Most changes were to do with capacity. The scheduling department went on pattern but were flexible, making it easy to move classes around. There were no disruptions to the schedule and no major changes. This will be reported in the newsletter.
- The main challenge this year is that the College is very full. All campuses had increases in registrations. Despite this, it has been the smoothest time ever in
- New final exam software will be used for the first time this fall term. J Muskens is hopeful it will help expedite the process and get information to students earlier. This has always been a challenge.
- A member noted that students were commenting about no longer being able to see

