

**Okanagan College Education Council
Minutes of Thursday, February 1, 2024 4:00 pm
S 103B – Student Services Boardroom**

e. Proposal for a course revision: AEMP 114 Microphone Techniques

Motion: B Hall/K Brochu

That Education Council approves the course revision: AEMP 114 Microphone Techniques as recommended by the CPRC AFP:

- As outlined.

Carried

f. Proposal for a course revision: AEMP 115 Mixing and Mastering

Motion: D Mehus/M Martin

That Education Council approves the course revision: AEMP 115 Mixing and Mastering as recommended by the CPRC AFP:

- As outlined.

Carried

g. Proposal for a course revision: AEMP 116 Music Business Practices

Motion: B Hall/M Somerville

That Education Council approves the course revision: AEMP 116 Music Business Practices as recommended by the CPRC AFP:

- As outlined.

Carried

h. Proposal for a course revision: AEMP 117 Live Sound Engineering and Event Production

Motion: B Hall/M Somerville

That Education Council approves the course revision: AEMP117 Live Sound Engineering and Event Production as recommended by the CPRC AFP:

- As outlined.

Carried

i. Proposal for a course revision: AEMP 118 Analog Processing and Recording Production

Motion: D Mehus/A Krebs

That Education Council approves the course revision: AEMP118 Analog Processing and Recording as recommended by the CPRC AFP:

- As outlined.

Carried

j. Proposal for a course revision: AEMP 119 Electronic Music Production

Motion: B Hall/S Lembke

That Education Council approves the course revision: AEMP119 Electronic Music Production as recommended by the CPRC AFP:

- As outlined.

Carried

k. Proposal for a course revision: AEMP 120 Recording Studio Operation

Motion: M Somerville/M Martin

That Education Council approves the course revision: AEMP 120 Recording Studio Operation as recommended by the CPRC AFP:

- As outlined.

Carried

l. Proposal for a course revision: AEMP 121 Applied Audio Engineering and Production

Motion: B Hall/A Krebs

That Education Council approves the course revision: AEMP 121 Applied Audio Engineering

and Production as recommended by the CPRC AFP:

- As outlined.

Carried

m. Proposal for a program revision: Audio Engineering and Music Production Certificate

Motion: B Hall/M Somerville

That Education Council approves the program revision: Audio Engineering and Music Production Certificate as recommended by the CPRC AFP:

- As outlined.
- B Hall appreciated the explanation provided about the high percentage of participation.
- H Jordo stated that it is different from the academic side, noting the importance of creativity and stating that it is to ensure students are accessed in a way that suits the program.

Carried

5.3 Academic Policies recommended by ARP

a. Educational Decisions Appeal Policy

Motion: K Brochu/B Hall

That Education Council approves the Educational Decisions Appeal Policy as recommended by the ARP.

- J Lister provided an overview of the policy.
- D Mehus noted a comment posted in Quali.
- J Lister stated that the new policy and the documents will be in the attachments.
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- S Lembke suggested that a time limit should be given that can appeal for grades, stating that a standard financial charge should be included.
- J Lister stated that that will be addressed in the Final Grade Appeals Policy.
- M Martin sought clarification on the request review form in myOkanagan.
- J Lister stated that a student form is available for everyone.
- D Mehus office.
- J Lister noted that depending on the topic.
- M Martin sought clarification on 4.8, asking if there is a timeline for students to pause in certain circumstances, for example, if students get sick.
- J Lister stated that students can withdraw and it is done, unless it is explicitly stated.
- I Wheeler suggested that the binary gender language can be removed.
- Members agreed that the gender language will be edited for all policy documents.

Carried

b. Final Grade Appeal Policy

Motion: B Hall/K Brochu

That Education Council approves the Final Grade Appeal Policy as recommended by the ARP.

- As outlined.
- J Lister responded to stating that the fee is not in practice until the application has been reviewed and assigned to a committee.
- S Lembke sought clarification on whether students would not be charged while the appeal was being screened.

c. Program Quality Review and Renewal Policy

- D Mehus sought clarification on whether it is referred to 90 days before the start of the term.
- J Lister clarified that it is 90 days before the start of a program, noting that many programs do not start at the beginning of the semester.
- B Penfound expressed concern and noted that this might bring forth more policy regarding specific groups.
- N Fassina stated that this is a unique situation, noting that that is equity of opportunity lens.
- B Hall asked how the Registrar knows if applicants are not being asked about their status.
- N Fassina stated that it is easy to notice if applicants come with authentic traditional knowledge.
- D Mehus sought clarification on how traditional knowledge is accessed.
- N Fassina provided a parallel example.

Carried with majority votes, 2 opposed.

- **Meeting break at 6:20 pm.**
- **Meeting resumed at 6:30 pm.**

e. Final Examinations Policy

Motion: D Marques/B Penfound

That Education Council approves the Final Examinations Policy as recommended by the ARP.

- As outlined.
- B Penfound noted an error in 5.4, asking if buffer time will be allowed for faculty.
- M Martin asked whether all instructors are supposed to follow this policy.
- N Fassina suggested that instructors reserve the rights.
- E Balili sought clarification on whether the final exam can be taken outside campus, such as online exams.
- C Newitt stated that is the case in theory, noting that it is not generally happening.
- B Penfound noted an error in 5.1.
- D Mehus suggested adding some linking words in 6.1.
- E Balili noted that there may be risks for taking exams outside campus, suggesting that some controls could be set up as the final exam usually accounts for 30% or 40%.
- C Newitt stated that if students need to write exams outside campus, they will write their exams in the Registrar's Office on their campuses or test centres in a secured location of the agreement.
- E Balili suggested that this piece of information should be put in the policy.
- Members noted that it should be placed in procedures.

Carried

5.4 Discussion

a. Governance training debrief

- J Garrett informed the members that G Bowbrick is happy to answer questions if there are any, stating that members can send them to J Garrett which will be gathered and sent to G Bowbrick.

5.5 Standing Committee Reports

a. Operations committee

-met on January 24, 2024 and January 29, 2024.

b. ARP committee

- S Lenci was pleased to attend the special meeting, noting that G Bowbrick sharing is clear and concise. S Lenci stated that it is good to move forward with those conversations.

6.3 Registrar's report - I Wheeler

- I Wheeler informed the members that the Faculty/Instructional - South Okanagan Similkameen is still vacant and the nomination has been extended, encouraging nominations for this seat.

6.4 Board of Governors report - C Battersby

- C Battersby informed the members that the Board met on January 27, 2024 and the Winter Convocation was held in Kelowna. The next Board meeting will be in March on the Vernon campus.

7. In Camera Items

Motion: B Penfound/B Hall

That Education Council moves in camera.

Carried

7.1 Minutes of January 24, 2024 Operations Committee meeting

Motion: A Krebs/ M Somerville

That Education Council approves the minutes of January 24, 2024 Operations Committee meeting as presented.

Carried

7.2 Minutes of January 29, 2024 Operations Committee meeting

Motion: M Somerville/A Krebs

That Education Council approves the minutes of January 29, 2024 Operations Committee meeting as presented.

Carried

Motion: D Marques/D Mehus

That Education Council moves out of camera.

Carried

8. Date, time of next special meeting - Thursday,