



Okanagan College Education Council  
 Regular Meeting Agenda  
 Thursday, September 12, 2024  
 Room S103B, Kelowna Campus  
 4:00 – 5:30pm

[Link to join via Zoom](#)

Meeting ID: 627 0921 4115 Passcode:604780

[Link to Kuali Agenda](#)

The meeting will be held on the unceded traditional lands of the Indigenous people who have inhabited and used the lands since time immemorial.

Topic	Action	Presenter	Attached	Pages
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### 3. APPROVAL OF AGENDA

Education Council Minutes – June 6, 2024

### 4. NEW BUSINESS

#### 4.1 Academic Schedule 2025/26

Motion: "THAT the Education Council approves the 2025 -26 Academic Schedule and recommendation to the Board of Governors as presented."

#### 4.2 Program Development, Renewal and Retirement

### 5. REPORTS

#### 5.1 Council Chair

#### 5.2 Provost and Vice President Academic

#### 5.3 Registrar

##### i. Pre-requisite update

##### ii. Council Membership under [Election Rules](#)

#### 5.4 Board of Governors

			Minutes	3-8
Approval	I. Wheeler	Briefing		9-13
Discussion	J. Anderson	Briefing		14-1
	J. Garret	verbal		-
	S. Lenci	verbal		-
	I. Wheeler	verbal		-
Information		verbal		-
Information		verbal		-
	C. Battersby			

## UPCOMING MEETING DATES

Regular Meeting

Education Council

Thursday, October 3, 2024 at 4:00pm (Kelowna Campus)

Submission deadline:

Wednesday September 18, 2024

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## UPCOMING MEETING DATES

Arts and Foundational

Wednesday, October 9, 2024 at 4:00pm

Tuesday, September 24, 2024







Topic	Action
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Members agreed that a better understanding of international student recruitment is needed to provide supports that meet student needs. The Chair proposed that Education Council agree to a special meeting to continue the discussion.

**MOTION THAT Education Council defers the discussion on International Enrolments .**

E. Balili / S. Lenci  
3 opposed

CARRIED

**ACTION:**Future Education Council discussion on International Enrolment with an invitation extended to current members Discussion proposed for September meeting.

T. Walters proposed an amended motion. A member suggested that if we are trying to take an evidence-based approach to enrolment, data exists to support that .

**MOTION THAT** when the college determines its intended target percentage of international students each year, it presents that number to Education Council for approval, and in order to provide the necessary context for that decision, it also reports out annually on how successful it was in meeting that target the previous year, and how international students fared by comparison to domestic students.

T. Walters / A. Krebs  
5 in favor, 6 opposed, 3 abstentions

DEFEATED

The Chair and Provost proposed bringing the topic of International Enrolment forward at a future Education Council meeting. An invitation will be extended to current and new members, and a representative from International Recruitment.

A member suggested that students may not perform as well in English language courses however can do well in other courses where quality of education exists. The member inquired as to whether any data should be compared to the success of domestic students after graduation.

Another member commented that discussions related to international enrolment should focus on overall learners' success and suggested this will be a good conversation to bring forward.

## 6.2 Inactive Programs & Courses

The Registrar noted that a review of inactive courses and programs is conducted The -0.7 (JTJ .8 ( 6-6.5 (e)2 ( i)-3-1.3)-5.4



Topic	Action
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- x Thanked members S Lembke and D. Mehus who are finishing their terms on Education Council; A. Krebs who has resigned from Education Council for a new position at the college; T. Walters who will be on extended study leave next year, and student member A. Seidel who will be graduating soon .
- x The Chair also thanked A. Chan for supporting Education Council noting that a new Curriculum Coordinator role has been created which A. Chan has filled and will still work closely with Education Council.

The Chair informed provided Education Council with the following updates:

- x An overview of the May Education Council Chair report to the Board of Governors.
- x Planned participation in all June convocation ceremonies
- x That standards for course outlines are being worked on.
- x Discussions are underway with the Provost on how non- credit programs will come through Education Council to ensure academic quality.
- x Plan and 1 (pr) 0 g / TT 0 0 0 9- ce 7 (n4-0.003 Tc 0..9 (o)-4-14.1 (d(ew)-4.3 (d.11 (pr) 0 g c3 ( ) 4.9.3 (unc) 43 (d.11 -3 (o)-4





# EDUCATION COUNCIL BRIEFING NOTE

September 12, 2024

Agenda Item:

**4.1**

Proposal	
Subject	Academic Schedule 202526
Prepared by:	Inga Wheeler, Registrar
Submitted to:	Education Council
Implementation date :	October – December 2024

under the Academic Semester Schedule Policy (under the policy for Fall courses this is the fourth Friday following the last day of instruction ; and for Winter courses the Friday following Victoria Day).

### Supporting References:

- x [Academic Semester Schedule Policy](#)
- x [Final Grade Appeal Policy](#)
- x [Procedures for Final Grade Appeals](#)
- x [Important Dates webpage: www.okanagan.bc.ca/dates](#)

### Consultation History :

Group/Individual, Title	Reviewed	Recommended	Date
Inga Wheeler, Registrar			9/4/2024
Provost Council			9/4/2024

## 2025-26 Academic Schedule

### Fall 2025

Mon, Sep 1	Statutory Holiday (no classes)
Tue, Sep 2	College -wide orientation day for academic programs
Wed, Sep 3	Classes begin
Fri, Sep 12	Last day to register for a course this term
Fri, Sep 12	Last day to receive a refund of tuition fees for course drop
Fri, Sep 12	Last day to drop a course without a withdrawal being recorded on the student's record
Fri, Sep 12	Last day to change course registration status from audit to credit
Tue, Sep 30*	Statutory Holiday (no classes)
Mon, Oct 13	Statutory Holiday (no classes)
Fri, Oct 24	Last day to withdraw from a course without academic penalty
Fri, Oct 24	Last day to change registration status from credit to audit
Mon, Nov 10	No classes
Tue, Nov 11	Stat 0.55.j Eu[(S)-6.379o81.36 T92.3 (h)0.7l(e)1.7 ( w)4 (e)1.7 d (e).7 (a)-12.2

## Winter 202 6

Mon, Jan 5	Classes begin
Fri, Jan 16	Last day to register for a course this term
Fri, Jan 16	Last day to receive a refund of tuition fees for course drop
Fri, Jan 16	Last day to drop a course without a withdrawal being recorded on the student's record
Fri, Jan 16	Last day to change course registration status from audit to credit
Mon, Feb 16	Statutory Holiday (no classes)
Tue, Feb 17 - Fri, Feb 20	Mid-semester study break (no classes, Saturday classes will be held)
Fri, Mar 6	Last day to withdraw from a course without academic penalty
Fri, Feb 27	Last day to change registration status from credit to audit

## Summer Session I and II 2026

SUMMER I	
Mon, May 11	Classes begin for Session I courses
Fri, May 15	Last day to register for a Session I course
Fri, May 15	Last day to receive a refund - 7.345 (e)7.7 (r)0.6 ( Se)7.7 (ssi)-1 (o)-1.8 (n)4



# EDUCATION COUNCIL BRIEFING NOTE

September 12, 2024

Agenda Item:

## 4.2

Proposal	
Subject	Program Development, Renewal, and Retirement
Prepared by:	Judith Anderson, Dean Arts and Foundational and PDRWG Working Group Lead
Submitted to:	Education Council
Implementation date :	For discussion

### Background :

The Program Development, Renewal and Retirement Project is part of the [Inspire Roadmap](#).

In 2024, the Program Development, Renewal, and Retirement Working Group (PDRWG) conducted a review of the College's processes for program design and an environmental scan of other post-secondary institutions in Canada to develop recommendations for program development, renewal and retirement processes.

A presentation at the table will highlight the key outcomes and next steps of the PDRWG

### Recommendation :

Proposed for information/discussion .

### Rationale :

Currently, program development, renewal, and retirement standards and processes are not consistent or well documented across the college. It is necessary for the College to adopt clear program development, renewal and retirement processes in order to ensure programming is current and responsive to student, community and industry needs.

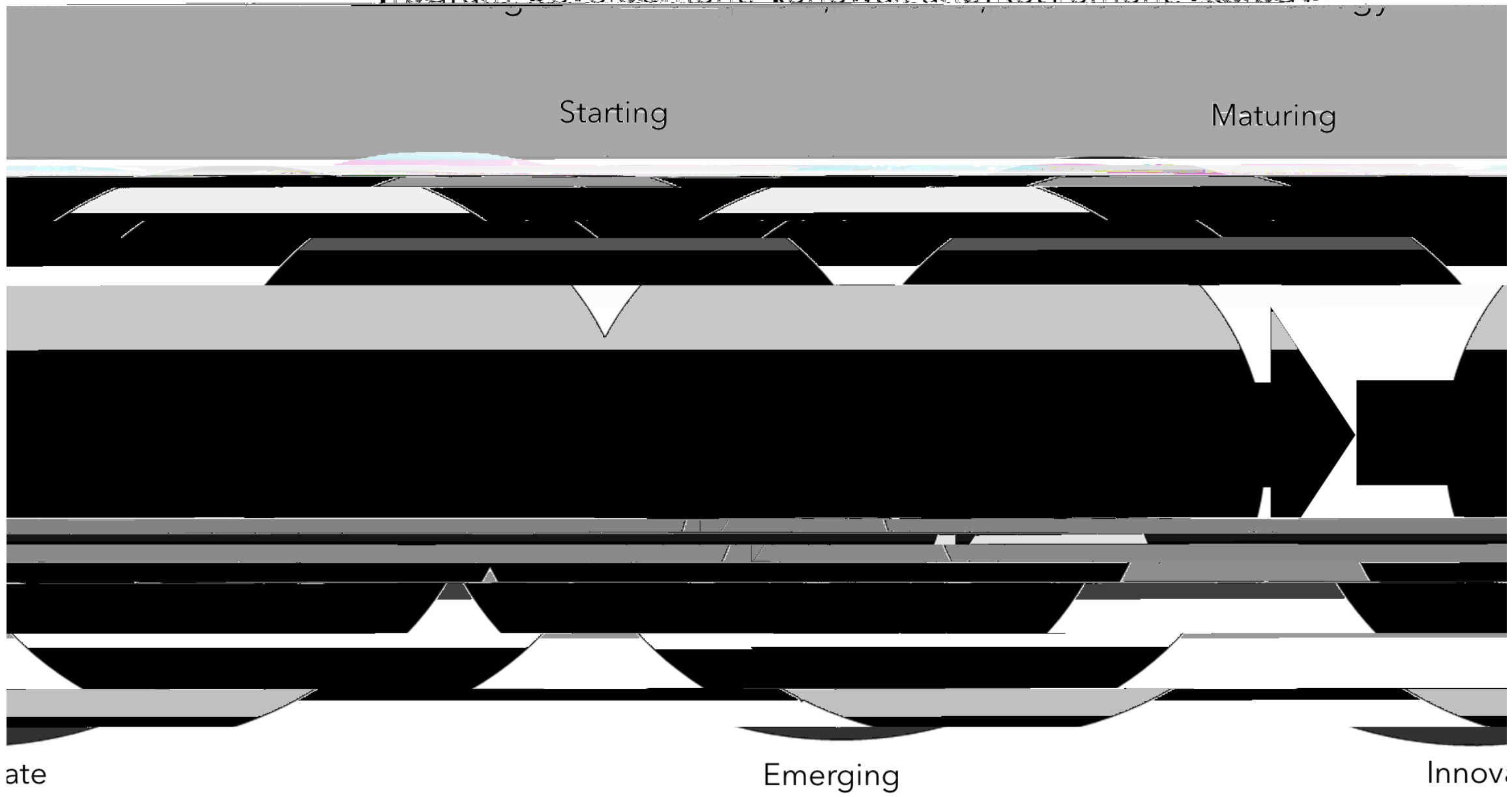
### Supporting References:

- x Evergreening approach (infinity loop )

Action requested by Council :			
• Notice of Motion	Approval	• Referral	Information
<b>Recommended Motions</b>			
Not applicable.			

<b>Consultation History :</b>			
Group/Individual, Title	Reviewed	Recommended	Date
Provost Council			8/29/2024
Associate Dean's Council			8/28/2024
Samantha Lenci, Provost & Vice President Academic			8/30/2024

# Program Development, Renewal and Retirement Framework



ate

Emerging

Innovative