

**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.

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.