

MINUTES
Education, Community, & Human Development Curriculum Committee
Friday, January 30, 2026
9:00 AM, Conducted Electronically

Chair of the FECHD Curriculum Committee: Curtis Magnuson (SWHS)

Present:

Allyson Jule (Dean's Office)
Andrea Sator (ABT)
Carol Suhr (ADED)
Gena Hamilton (SOE)
Greg St. Hilaire (UUP)
Hannah Sanvido (UUP, guest)
Leanne Joe (TLC)
Lisa Moy (Dean's Office)
Megan Bukta (UUP, guest)
Rilla Apostolakis (Advising)
Tannaz Zargarian (ADED, guest)
Thais Amorim (CYFS)

Regrets/Absent:

Carolyn MacLaren (CE)
Helen Butner (UUP)
Inaam Charaf (DIS)

Recorder: Angie Reid*

* Indicates Non-Voting Member

1. Call to Order

1.1. Approval of Agenda – January 30, 2026

MOTION:

That the agenda of January 30, 2026 be approved as presented.
Gena Hamilton / Carol Suhr
CARRIED.

1.2. Approval of Minutes – December 19, 2025

MOTION:

That the minutes of December 19, 2025 be approved as presented.
Allyson Jule / Carol Suhr
CARRIED.

2. For Recommendation to Faculty Council

2.1. SOWK 110 Introduction to Social Work and Social Services – Major Revisions – *Curtis Magnuson*

MOTION:

That the major revisions to SOWK 110 Introduction to Social Work and Social Services be accepted and recommended to ECHD Faculty Council with the following amendments:

- In the memo under #6, revise to “Sixties Scoop”.
- Capitalize “Indigenization” in the memo and in LO6 of the OCO.
- Increase the class size to 36.
- Complete the Typical Instructional Methods section.

Curtis Magnuson / Gena Hamilton

CARRIED.

2.2. SOWK 210 Introduction to Social Welfare – Major Revisions – *Curtis Magnuson*

MOTION:

That the major revisions to SOWK 210 Introduction to Social Welfare be accepted and recommended to ECHD Faculty Council with the following amendments:

- Increase the class size to 36.
- Under the Learning Outcomes section, adjust the formatting so that the number 4 is before the LO, not after.
- Capitalize “Current” in the Text and Resource Materials section.

Curtis Magnuson / Rilla Apostolakis

CARRIED.

2.3. SOWK 394 Social Work and Substance Use – Major Revisions – *Curtis Magnuson*

MOTION:

That the major revisions to SOWK 394 Social Work and Substance Use be accepted and recommended to ECHD Faculty Council with the following amendments:

- Add the course title to the memo’s subject line. In the memo under #9, a cost of \$125 is listed, but the OCO does not list additional supplies required. Revise this section to remove or clarify the cost.
- Change the Directed Study box to “no”.
- Change the Submit Outline for (Re)articulation box to “yes” and complete the [Transfer Credit Form](#).
- Create a new learning outcome focused on Indigenous content.
- Capitalize “Current” in the Text and Resource Materials section.
- Under Course Content and Topics, revise #9 to “behavioural addictions”.

Curtis Magnuson / Gena Hamilton

CARRIED.

**2.4. ADED 446 Community-Based Adult Education Methods – Major Revisions
– Carol Suhr**

MOTION:

That the major revisions to ADED 446 Community-Based Adult Education Methods be accepted and recommended to ECHD Faculty Council with the following amendments:

- In the memo, revise the To section to the Undergraduate Education Committee.
- In the memo, revise the From section to “Wilbur, Department”.
- Change the bold font to regular, consistent font throughout the memo.
- Remove the Revised Course Implementation and Course to Be Reviewed Dates from the OCO; these are determined by UEC.
- In the Calendar Description, remove the duplicate period from the end.
- Revise the Learning Outcomes to a numbered, single-spaced list.
- Under Typical Instructional Methods, capitalize only the first word in the list.
- Revise the Course Content and Topics section to a numbered list rather than listing by week.

Carol Suhr / Gena Hamilton
CARRIED.

3. For Approval

3.1. ADED 370 Directed Studies – Minor Revisions – Carol Suhr

MOTION:

That the minor revisions to ADED 370 Directed Studies be approved with the following amendments:

- In the memo, revise the To section to the Undergraduate Education Committee.
- Change the bold font to regular, consistent font throughout the memo.
- Remove the Revised Course Implementation and Course to Be Reviewed Dates from the OCO; these are determined by UEC.
- Revise the Learning Outcomes to a numbered list.

Carol Suhr / Rilla Apostolakis
CARRIED.

3.2. ADED 470 Synthesis Project I – Minor Revisions – *Carol Suhr*

MOTION:

That the minor revisions to ADED 470 Synthesis Project I be approved with the following amendments:

- In the memo, revise the To section to the Undergraduate Education Committee.
- Revise the memo heading to move Amea’s name to the From section and add the date.
- Change the bold font to regular, consistent font throughout the memo.
- In the memo under #6, revise to “Indigenous-focused perspectives”.
- Remove the Revised Course Implementation and Course to Be Reviewed Dates from the OCO; these are determined by UEC.
- Add the department approval date to the OCO.
- Revise the Learning Outcomes to a numbered list.
- Revise the last LO to use only one action verb.
- Remove mention of ADED 370 from LO1.

Carol Suhr / Allyson Jule

CARRIED.

3.3. TASK 051 Personal and Workplace Essentials – Minor Revisions – *Helen Butner*

MOTION:

That the minor revisions to TASK 051 Personal and Workplace Essentials be approved with the following amendments:

- In the memo, revise the To section to the Undergraduate Education Committee.
- Throughout the memo, add periods to sentences that do not have them for consistency.
- Remove the Revised Course Implementation and Course to Be Reviewed Dates from the OCO; these are determined by UEC.
- Under Texts and Resource Materials, add “online resources will be determined by instructor.”
- Revise the Course Content and Topics to a bulleted list instead of a numbered one.
- In the TASK 051 Learning Outcomes Updates table, use consistent capitalization and punctuation.

Greg St. Hilaire / Allyson Jule

CARRIED.

**3.4. TASK 052 Education and Employment Exploration – Minor Revisions –
*Helen Butner***

MOTION:

That the minor revisions to TASK 052 Education and Employment Exploration be approved with the following amendments:

- In the memo, revise the To section to the Undergraduate Education Committee.
- Use consistent punctuation throughout the memo.
- Remove the Revised Course Implementation and Course to Be Reviewed Dates from the OCO; these are determined by UEC.
- Under Texts and Resource Materials, add “online resources will be determined by instructor.”
- Revise the Course Content and Topics to a bulleted list instead of a numbered one.
- In the TASK 052 Learning Outcomes Updates table, use consistent capitalization and punctuation.

Greg St. Hilaire / Gena Hamilton
CARRIED.

**3.5. TASK 053 Workplace Essentials: Industry Certificates, Health, Wellness
and Advocacy – Minor Revisions – *Helen Butner***

MOTION:

That the minor revisions to TASK 053 Workplace Essentials: Industry Certificates, Health, Wellness and Advocacy be approved with the following amendments:

- The course title is not consistent between the memo and OCO. Revise to the chosen title and add an Oxford comma.
- In the memo, revise the To section to the Undergraduate Education Committee.
- Use consistent punctuation and capitalization throughout the memo.
- In the memo under #6, recommend adding examples of potential topics.
- In the memo under #7 d., revise to “present on and individual”.
- Remove the Revised Course Implementation and Course to Be Reviewed Dates from the OCO; these are determined by UEC.
- Under Texts and Resource Materials, add “online resources will be determined by instructor.”
- Revise the Course Content and Topics to a bulleted list instead of a numbered one.
- In the TASK 053 Learning Outcomes Updates table, use consistent capitalization and punctuation.

Greg St. Hilaire / Gena Hamilton
CARRIED.

**3.6. TESL 400 Foundations of Second Language Education – Minor Revisions
– Carol Suhr**

MOTION:

That the minor revisions to TESL 400 Foundations of Second Language Education be approved with the following amendments:

- In the memo, revise the To section to the Undergraduate Education Committee.
- Complete section 2 of the memo.
- In the memo under #5, capitalize “School of Education”.
- In the memo under #8, revise to say “letter grades”.
- Remove the Revised Course Implementation and Course to Be Reviewed Dates from the OCO; these are determined by UEC.
- Revise the Learning Outcomes to a numbered list.
- Revise LO6 to “perspectives and ways of knowing.”
- Revise the last LO to use only one action verb.
- Under Texts and Resource Materials, remove the extra space before Bryfonski and add a period after Mackey, A.
- Under Texts and Resource Materials, add a period after Parrish, B.
- Under Texts and Resource Materials, remove the period after Heinemann.
- Under Texts and Resource Materials, add a period after Early, M.
- Under Course Content and Topics, define the CLIL acronym.

Carol Suhr / Curtis Magnuson

CARRIED.

3.7. TESL 408 Applied Linguistics in Second Language Education – Minor Revisions – Carol Suhr

MOTION:

That the minor revisions to TESL 408 Applied Linguistics in Second Language Education be approved with the following amendments:

- In the memo, revise the To section to the Undergraduate Education Committee.
- Complete section 2 of the memo.
- In the memo under #5, capitalize “School of Education”.
- In the memo under #7, revise to say “letter grades”.
- Remove the Revised Course Implementation and Course to Be Reviewed Dates from the OCO; these are determined by UEC.
- Revise the Learning Outcomes to a numbered list and add a period to the last one.
- Revise the third and last LOs to use only one action verb.

Carol Suhr / Gena Hamilton

CARRIED.

3.8. TESL 410 Teaching a Second Language – Minor Revisions – Carol Suhr

MOTION:

That the minor revisions to TESL 410 Teaching a Second Language be approved with the following amendments:

- In the memo, revise the To section to the Undergraduate Education Committee.
- Complete section 2 of the memo.
- In the memo under #3, revise “408” to “410”.
- In the memo under #4, revise to “CL Band”.
- In the memo under #5, capitalize “School of Education”.
- In the memo under #7, revise to say “letter grades”.
- Remove the Revised Course Implementation and Course to Be Reviewed Dates from the OCO; these are determined by UEC.
- Revise the Calendar Description to “Students apply principles of second language pedagogy and instructed applied linguistics to the design and delivery of engaging language lessons for learners across age groups, including adult and school-age learners. The course integrates methodologies and techniques while aligning with BC ELL Standards, Core Competencies, and CLB frameworks, and incorporates Indigenous perspectives and culturally sustaining approaches.”
- Revise the Learning Outcomes to a numbered list.
- Revise LO5 to “perspectives and ways of knowing.”
- Under Texts and Resource Materials, add initials to the second book authors and use consistent capitalization and punctuation in the titles.
- Under Texts and Resource Materials, add back Penny Ur.
- Under Texts and Resource Materials #8, revise to “(CLB)”.

Carol Suhr / Gena Hamilton

CARRIED.

3.9. TESL 420 Curriculum and Assessment in Second Language Education – Minor Revisions – Carol Suhr

MOTION:

That the minor revisions to TESL 420 Curriculum and Assessment in Second Language Education be approved with the following amendments:

- In the memo, revise the To section to the Undergraduate Education Committee.
- Complete section 2 of the memo.
- In the memo under #3, revise “408” to “420”.
- In the memo under #5, capitalize “School of Education”.
- In the memo under #7, revise to say “letter grades”.
- Remove the Revised Course Implementation and Course to Be Reviewed Dates from the OCO; these are determined by UEC.
- Revise the Calendar Description to “evaluation with attention”.
- Revise the Learning Outcomes to a numbered list.
- Revise the second LO to use only one action verb.
- Revise LO6 to “perspectives and ways of knowing.”
- Under Typical Instructional Methods, define the F2F acronym.
- Under Texts and Resource Materials, use consistent punctuation and capitalization throughout titles.
- Under Texts and Resource Materials #8, revise to “(CLB)”.

Carol Suhr / Curtis Magnuson
CARRIED.

3.10. TESL 433 Second Language Education Practicum – Minor Revisions – Carol Suhr

MOTION:

That the minor revisions to TESL 433 Second Language Education Practicum be approved with the following amendments:

- In the memo, revise the To section to the Undergraduate Education Committee.
- Change the bold font to regular, consistent font throughout the memo.
- Revise the first note in the Calendar Description from “333” to “310”.
- Remove the Revised Course Implementation and Course to Be Reviewed Dates from the OCO; these are determined by UEC.
- Revise the Learning Outcomes to a numbered list and add a period to the last one.
- Add a LO that states “Reflect on Indigenization growth, practices, and observations of how Indigenization is implemented and received in the classroom.”
- Recommend revising the Recommended Evaluation Methods and Weighting Details section to be more concise and refer to Policy 109 Grade Reporting.
- The availability of PLAR is inconsistent between the memo and OCO. This needs to be determined after further consultation with the PDQA Office.

Carol Suhr / Lisa Moy
WITHDRAWN.

4. Discussion Items

4.1. Open Discussion

- It was suggested that members report back on any issues or set backs they encounter further in the approval process so that Committee members may learn from them.

5. Information Items

6. Adjournment