



Meeting Minutes

**Teacher Education Program
CCASA – Committee on Curriculum, Admissions, Standings and Appeals
Tuesday September 29, 2015
10:30 am -12:00 pm – Scarfe 304A**

Present: Kedrick James (Chair), Guofang Li, Jessica La Rochelle, John Yamamoto, Leslie Roman, Sandra Scott, Shawna Faber, Wendy Carr

Regrets: Bette Shippam

1. Approval of Agenda

Motion to approve the agenda

*Moved by John, seconded by Wendy
Carried*

2. Approval of Minutes

Motion to approve the minutes from last CCASA meeting (April 19th, 2015)

*Moved by Sandra, seconded by Shawna
Carried*

3. CAT 2 – DEDU Education Diploma Off-Campus with 45 credits (John)

This is an item from last meeting's agenda but attendees weren't clear as to the context.

Action: Kedrick and John will check for documentation on this item and will circulate by email.

4. CAT 1/2 Update – Major and Concentration Changes (John)

Discussion around whether this item fell into Category 1 or 2. The original changes to language were addressed previously at CCASA, and were accepted as CAT 2 changes. Since then it was determined that an associated CAT 1 change was also required in order to change the language on transcripts. Fortunately this will not require a full CAT 1 request, but simply a re-issuance of the original CAT 2 change with an additional document explaining the rationale for the transcript change. These documents are attached.

Changes to major and concentration documentation are marked in change documents, and were discussed by John. Changes consist of the removal of Major and Concentration terminology on Academic Transcripts, as well as in Admission information.



*Moved by Leslie, seconded by Sandra
Carried*

5. CAT 2 – Middle Years Changes (John)

John motioned to change admittance to Middle Years' to allow admittance via the Elementary Program via changes shown in change documents, eliminating the reference to the middle year's program. Justification of the changes consider current pre requisites restricting applications received, so the changes aim to increase the number of applications for Middle years' teaching. John also noted that practicum in middle years schools are primarily in Coquitlam, and also that the potential issue that could be foreseen with the suggested change could be the effect on practicum.

Action: Add check box to Elementary Years' application. (John)

Moved by John, seconded by Sandra

6. CAT 2 – NITEP Middle years option

In line with the removal of the middle year's option on the calendar, the NITEP middle years change will consequently not be put forward. The middle years NITEP placement will remain as is.

7. Cat 1/2 Update – ECED 422 and 423 Changes

Some discussion around the previously proposed changes (last academic year) for ECED 422 and 433 to be added into the program. The result from faculty voting found that it was a category 1 changes if they aren't curriculum changes.

Further insight is needed from Margot; therefore she will be invited to the next CCASA meeting to provide an update on the feedback for ECED 422 and 433.

8. Cat 2 – Admissions & Application changes

The change documents contain edits to Admission and Application documents for approval, which CCASA Members agreed upon.

The recommendations below identified by CCASA Members have been addressed:

- Amendment required for inconsistent terminology between Math or Mathematics terminology. Members agreed that `Math` should be used.
- Inconsistent use of hyperlinks and URLs requires amendment
- Dual degrees need to be sorted alphabetically
- Rationales required for each action



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- Capitalization for all references of Indigenous and Aboriginal
- Initial action to remove of the recommendation that Aboriginal coursework is taken before application from the Admissions section, however a subsequent action noted for Wendy to seek advice from the Admissions Officers in where is more suitable to place this recommendation in the calendar.

Approved by committee
Carried

9. Next meeting date: Tuesday October 13, 2015