Present: Andrea Webb (Chair), Marianne McTavish (TEO), John Yamamoto (TEO), Scott Goble (EDCP), Kathryn Accurso (LLED), Surita Jhangiani (ECPS), Jason Ellis (EDST)

Guest: Jillianne Code (EDCP)

Regrets: Jan Hare (NITEP)

1. **Adoption of the Agenda** *(Circulated) (Approval)*

   That the Agenda be approved as circulated.

   Carried

2. **Approval of Minutes from November 9, 2020** *(Circulated) (Approval)*

   That the Minutes from November 9, 2020 be approved as circulated.

   Carried

3. **EDCP Category 2 changes summary**

   The EDCP 470, 473, 474 and 475 were originally proposed by Don Krug as a part of a certificate program. When revisiting these courses, the term ICT (information communication technology) is relatively dated. The course titles are updated to Digital Media to reflect the current status of the field.

   The grading limitation detail is being removed for the four courses as these courses are open to students across the campus. The removal of the grading details can enable flexibility for students to determine their desired grading.

   There was additional discussion regarding the term digital media, as it may impact LLED. Discussion concluded with an agreement that digital media is a cross-disciplinary topic and each department is taking a different focus.
4. For information: Upcoming CCASA agenda items

Revisiting the terms of reference and developing policies and appeal procedures for guidance will be forthcoming.

5. Adjournment

Next meeting of CCASA is scheduled for:

Tuesday, February 9, 2021