

SENATE STANDING COMMITTEE ON PROGRAM REVIEW

MINUTES OF REGULAR MEETING

Wednesday, June 23, 2021

1:00 p.m. – 3:00 p.m.

MS Teams Online

Voting Member Quorum 9 members		
Aimee Begalka Shelley Boyd Fergal Callaghan Michael Cober Heather Cyr Donna Danielson Julia Denker	David Florkowski Lori McElroy Allison Richardson Melissa Swanink Leeann Waddington Michael Whitmore Jendy Wu	
		Non-voting
		David Burns - Chair Melike Kinik-Dicleli Steve Cardwell
Regrets	Senate Office	Guests
Marti Alger Alan Davis Akshat Garg Sandy Vanderburgh Stephen Yezerinac	Meredith Laird	Amy Jeon Sharon Leitch Sharmen Lee Heather Clark Andhra Goundrey

1. Territorial Acknowledgement and Call to Order

The Chair opened the meeting with a Territorial Acknowledgement and called the meeting to order at 1:00 p.m.

2. Approval of Agenda

Melissa Swanink moved the agenda be confirmed as presented.

The motion carried.

3. Approval of Minutes May 19, 2021

Donna Danielson moved the minutes be accepted as circulated.

The motion carried.

4. Chair's Report

The Chair welcomed Amy Jeon, Vice-Chair Elect, to the committee, and informed the members that she will act as chair for this committee until an election for a new chair is held in the fall.

David Burns thanked the members of the committee whose terms are coming to an end in August: Michael Cober, Michael Whitmore, Jendy Wu, and Donna Danielson. David Burns shared that publishing the proposed Program Review timelines to the committee assists in keeping the review on track and all participants informed of progress.

4.1. Creative Writing Program Review Timeline

Lori McElroy informed the committee that the Creative Writing Department has already begun the review. The Chair requested that this timeline be updated to reflect that information.

4.2. Physics for Modern Technology Program Review Timeline

The committee received the timeline.

4.3. Brewing and Brewery Operations Program Review Timeline

The committee received the timeline.

5. New Business

5.1. HCAP Quality Assurance Plan

David Burns introduced the Quality Assurance Plan documents and briefly reviewed the process of submissions to this committee, explaining that reviewers provide their feedback to the proponents on the first set of documents, proponents then consider the feedback and make changes to the documents prior to submitting revisions for the full committee to review and discuss.

Sharon Leitch described how student survey feedback is addressed within the department. She shared that students in the Health Care Assistant Program were some of the highest users of the Early Alert system at KPU, and that concerns raised by students at any time are regularly addressed within the department. The committee requested that the Plan include strategies to address mental health concerns and information about improvements to Indigenous Library Resources.

Sharon Leitch described the relationship-building efforts that have been made with First Nations Health and the program's plan to reach out in a more informal manner to achieve its goals, particularly with Assisted Living and for elders living with dementia. She confirmed that this certificate did not make students eligible for the international student supports that are available for diploma or baccalaureate programs.

Sharon Leitch highlighted the program's unique relationship with Surrey Memorial Hospital, as the only program in the province to provide experience on a nephrology unit. She shared ongoing efforts to secure partnerships with other institutions within the Fraser Health Authority. She described the program's ongoing discussions around teaching mode and the possibility of including more online and hyflex course offerings, as well as part-time learning to support students who are employed within the health care system as well as studying. The Faculty hopes to support the request for more lab space by moving some teaching into evenings and weekends. She highlighted the onboarding and mentoring for new faculty, as well as work on marketing for the program and ways to increase ongoing connections with alumni.

The committee requested more specific timelines to replace "post-Covid", for example in the timing of dual credit offerings. Sharon Leitch shared with the committee that dual credit courses were ready to be offered and their timing now depends on approval by the Richmond and Surrey School Districts.

Steve Cardwell shared information about working with the school districts for dual credit programming and thanked the program for their work on indigeneity and their responses to the reviewer feedback.

Julia Denker moved THAT the QAP plan be amended to include 1) a new step under strategy 4 that a standing item on “student experience, including student survey data, be maintained at future department meetings.” and 2) a new step under strategy 3 on “introducing new resources by Indigenous authors/voices”.

The motion carried.

Lori McElroy moved THAT the proponent add notes "dependent on school districts" for dual credit resumption and that minimum qualifications to be completed by Sept. 2022.

The motion carried.

Michael Whitmore moved to approve the Self-Study Report as amended.

The motion carried.

5.2. Fashion & Technology Self-Study Report

David Burns thanked the reviewers for their thorough review and their supply of track changes directly into the document for the consideration of the proponents and thanked the proponents for their work to quickly and thoroughly address the feedback.

Heather Clark shared that a table had been added to the revised report to compare the three Fashion programs currently offered in Canada, that they had worked to use more concise language in the report while also working to capture information for future use by faculty members who will continue work on the Quality Assurance Plan.

Andhra Goundrey thanked the committee, the chair, and the Manager of OPA for their support through the Program Review process on the number of Wilson School of Design programs that have been in the program review process during this academic year.

Melissa Swanink moved to approve the Fashion and Technology Self-Study Report as presented.

The motion carried.

6. Items for Discussion

None.

7. Manager’s Report for OPA

The committee received the written report. Melike Kinik-Dicleli shared that there are currently 30 programs under review, including 7 at the self-study stage, 3 in external review, 5 in quality assurance, and 15 in the QA reporting phase. She informed the committee that the FIND program external review is scheduled for June 29 and 30, Anthropology is scheduled for September, and Educational Assistant in October. She also shared that another 6 programs are scheduled to begin their program review process in 2021/22.

Melike Kinik-Dicleli thanked the members who will be leaving the committee and all members of the committee for their efforts. She also thanked Dr. Burns for his support in ensuring that program reviews continued to move forward during this academic year, despite a variety of challenges.

Lori McElroy shared with the committee that QAPA process audit has now been completed and posted and the Office of Planning and Accountability is making changes to the guides and templates with the assistance of the Teaching & Learning Commons, in an effort to improve the self-study process in particular. The revised guide and templates will be piloted through the summer with the goal of using them in all program reviews in academic 2021/22.

She thanked David Burns for all of his work with this committee, including his support of the previous chair and his efforts in chairing the committee. She recognized all members of the committee for their commitment to improving the quality of programs at the institution.

8. Adjournment

The meeting adjourned at 2:14 p.m.