



EDUCATION COUNCIL

June 7, 1999 - 4:15 p.m.
Richmond Campus - Room 1420

A G E N D A

-
1. Confirmation of Agenda
 2. Approval of Minutes (May 3, 1999) 2 min.
 3. Chair's Report (*Verbal*) 5 min.
 4. Committee Reports 5 min.
 - 4.1 Curriculum Approval
 - HRTT 1222' - Landscape Maintenance and Estimating
 - MRKT 1236 - Entrepreneurship in Horticulture
 - 4.2 Degree Proposal Assessment Committee (*April 14, 1999 - att'd.*)
 - 4.3 Grants Application Review Committee
 - 4.4 Liberal Education Curriculum Committee
 - 4.5 International Education Committee
 - 4.6 Prior Learning Assessment
 - 4.7 Intake Testing and Assessment Committee
 - 4.8 Research Ethics Committee - *the new policies but he to be reviewed by the lawyers*
 5. Letters of Understanding: Between School of Business and Schools of Horticulture and Equine Studies (*att'd.*) 10 min.
 6. Letter of Intent: Bachelor of Applied Psychology (*att'd.*) 15 min.
 7. Letter of Intent: Bachelor of Applied Journalism (*att'd.*) 20 min.
 8. Council Issues: 20 min.
 - Staggered Terms for Council Members *Show vote*
 - Election Times for Students - a spring election all 4 or some number - had to a scholarship
 - Self Evaluation and Goal Setting
 9. Elections for Executive (*Skip Triplett*) *warned Robin would be next time* 15 min.
 10. Next Meeting: September 13, 1999 - Surrey Campus Boardroom (G2110)
 11. Adjournment

*Robin
Rock
June 10*



MEETING DATE: June 7, 1999
AGENDA #: 2
PREPARED BY: Barbara Melnyk

EDUCATION COUNCIL

ISSUE: Minutes

ACTION: THAT the minutes of the May 3, 1999 Council meeting be approved.



EDUCATION COUNCIL

May 3, 1999 - 4:15 p.m.
Surrey Campus - Room B202

MINUTES

Present

Larry Anderson	Robin Russell
Derek Francis	Ron Shay
Jim Gunson (Chair)	Barbara Smith
Dave Hardy	Dieter Thomas
Julie Hobart	Skip Triplett
Jim Jamieson	Barbara Melnyk (Recorder)
Wayne Jeffrey	Newton Wainman
Judith McGillivray	

Regrets

Shane Cooke
T.N. Foo
Charon Graham
Gerry Kilcup
Keith Lowe

1. Confirmation of Agenda

Add: Under 4.3 (Grants Application Panel) - Approval for proposals submitted under Internal Curriculum Development Grant (*additions to original package distributed*). - Dieter Thomas
The revised agenda was confirmed as distributed.

2. Approval of Minutes

The Minutes of April 12, 1999 were approved as distributed.

3. Chair's Report

The Chair informed Council that a copy of the letter received from Robin Ciceri, regarding clarification of the sections of the *College and Institutes Act* that deal with the division of powers between Council and the Board of Governors, is included under "Information" in the agenda package.

4. Committee Reports

4.1 Curriculum Approval

Moved by D. Francis, seconded by L. Anderson,
THAT the following course outlines be approved, subject to revisions:
ENTR 3160 - Information Technology for Business
EQUA 1180 - Entrepreneurial Skills in the Equine Industry
EQUA 1135 - Structure and Function - The Spine and Pelvic Limb
FASN 2100 - Fashion Design I
FASN 2200 - Fashion Design and Drawing II
FASN 3200 - Production Development
FASN 4100 - Line and Portfolio Development
GEOG 2390 - Geographic Information and Data Analysis
HRTA 1323 - Residential Garden Design
HRTA 1324 - Garden Design - A Modern Approach
ANTH 1265 - Culture, Health and Healing
CARRIED

4.2 Degree Proposal Assessment Committee - No report

4.3 Grants Application Panel

Dieter Thomas, as Chair of GAP, informed Council that one proposal out of the four submitted for the provincial curriculum grant, was approved by the panel. The three unsuccessful proposals did not meet the criteria.

Moved by S. Triplett, seconded by J. McGillivray,
THAT Council accept the proposal, *Development of Horticulture Common Core Curriculum for Distance Delivery to Secondary School Students.*
CARRIED

Dieter informed Council that fifteen proposals were submitted to GAP for Internal Curriculum Development Projects. Eight of the fifteen proposals did not meet the criteria.

Moved by D. Francis, seconded by S. Triplett,
THAT Council accept the following Internal Curriculum Development Projects:
Development of ACPE 0081 and 0091 (\$13,000)
Re-Evaluation of Public Relations Curriculum (\$9,113.75)
Development of an Instructional Presentation Media Handbook (\$5,800)
Revision and Expansion of the Welder-Fitter Programs (\$11,100)
Development of Two Horticulture (HRTT) and One Marketing (MRKT) Course Outline for the Horticulture Technician Certificate Program (\$7,291)
Development of Horticulture Common Core for Distance Delivery to Secondary Schools (\$19,440)
Development of First Year Biology Course (\$9,250)
CARRIED

4.4 Liberal Education Curriculum Committee - No report.

- 4.5 International Curriculum Committee – No report
4.6 Prior Learning Assessment

Judith McGillivray informed Council that the Health and Community Studies Division have raised a concern regarding the lack of discussion around the 75% residency component of the Prior Learning Assessment Policy. As Council approved this policy on April 12, 1999, she suggested that Council rescind its motion.

Moved by J. McGillivray, seconded by R. Russell,
THAT Council rescind the April 12, 1999 motion, approving the policy on Prior Learning Assessment.

CARRIED (by 2/3 majority)

Moved by J. McGillivray, seconded by R. Russell,
THAT Council approve the PLA Policy, except for the component that deals with transfer credit and the residency requirement, and that this policy be further discussed by Council at its September meeting.

CARRIED

- 4.7 Intake Testing and Assessment Committee

Robin Russell informed Council that work continues on the June Board presentation. The Committee has brought into the process the ad hoc joint committee comprised of English, Communications, ELT, ACP and ESL, and have asked them to report to ITAAC as a standing committee, so that their work might also be considered.

- 4.8 Research Ethics Committee - Report included under Agenda Item #8.

5. Geography 2390 - Geographic Information and Data Analysis

Council heard an explanation from both the Geography and Math disciplines regarding the mathematical content in the GEOG 2390 course. After a lengthy discussion, Council accepted that faculty in the Geography department should teach the course.

6. Joint Council - Board Committee on Division of Powers

The Chair stated that he and Skip Triplett are establishing the Terms of Reference for this Committee, and that they will next meet on May 17, 1999.

7. Course Outline Manual

Moved by D. Francis, seconded by L. Anderson,
THAT Council approve editing the Course Outline Manual according to suggested revisions.
CARRIED

8. Research Ethics Advisory Board Report

Moved by N. Wainman, seconded by S. Triplett,
THAT Council approve the Research Ethics Advisory Board Report, subject to a legal review by Kwantlen's lawyers.
CARRIED

It was suggested that the faculty members who developed the policy be asked to implement it for a period of time. (ACTION: Barb Melnyk)

9. Letter of Intent (non degree): Property Management Diploma

Derwyn Owen informed Council that this diploma would ladder into UBC's new Bachelor of Real Estate degree. Kwantlen students will receive credit for two years of courses towards the UBC degree. The diploma will work also in concert with the BBA Degree.

Moved by L. Anderson, seconded by J. Jamieson,
THAT Council approve the Letter of Intent for the Property Management Diploma.
CARRIED

10. Letter of Intent: Bachelor of Business Administration in Accounting

John Western informed Council that this degree would add a second level of specialization to the BBA degree.

Moved by S. Triplett, seconded by R. Shay,
THAT Council approve the Letter of Intent for the Bachelor of Business Administration in Accounting.

11. Notice of Election for Council Executive

Elections for Council's 1999/2000 executive will take place at the next meeting.

12. Next Meeting: June 7, 1999 at 4:15 p.m. in the Richmond Campus Boardroom (1420)

13. Adjournment

The meeting adjourned at 6:05 p.m.



MEETING DATE: June 7, 1999
AGENDA #: 4.1
PREPARED BY: Barbara Melnyk

EDUCATION COUNCIL

ISSUE: Curriculum Approval

ACTION: THAT the following new course outlines be approved:
HRTT 1222 – Landscape Maintenance and Estimating
MRKT 1236 – Entrepreneurship in Horticulture



MEETING DATE: June 7, 1999
AGENDA #: 8
PREPARED BY: Jim Gunson

EDUCATION COUNCIL

ISSUE: Council Issues

DISCUSSION:

- Staggered Terms for Council Members
- Election Times for Students
- Self Evaluation and Goal Setting

MEMORANDUM

To: Skip Triplett
Gordon Lee
Jim Gunson

From: Robin Russell

Date: June 10, 1999

Re: Meeting with Richmond International College

I thought the meeting was quite informative. I was particularly impressed that RIC is using the Canadian Benchmarks as a curriculum development tool in both their ESL and business content courses. Given the very large number of limited English proficiency students attracted to Kwantlen career and professional programs, particularly in business and marketing, we might want to encourage this practice in our own curriculum development.

I want to make sure that I am quite clear on the substance of our discussion on Tuesday. My understanding is that:

- a. Richmond International College will resubmit its articulation proposal to the School of Business.
- b. the Business Curriculum Committee will in turn send a supporting document detailing the Business courses that will be articulated to Education Council in the fall, and
- c. any matters dealing with language proficiency will reflect the current entry policy for visa students.

If I have made any errors in capturing this information, please do correct me.



CC: Priscilla Bollo, Dean Humanities
Rhondda Porter, Chair ESL
Barbara Smith, International Education

MEMORANDUM

To: Kwantlen Deans
(Listed below)
From: Robin Russell
Vice Chair, Education Council
Date: June 10, 1999
Re: Curriculum Committee Discussion on PLA Policy

As you may know, the PLA policy (B. 14) was under review. While there is widespread support for PLA generally, there is a need to discuss the long range implications of some aspects of the policy changes that have been recommended. In particular, the Education Council has delayed approving a policy change that would affect the concept of residency. Under the most recent committee recommendation, it would be possible for a person to receive a diploma, certificate or degree without doing any courses at Kwantlen. This marks a substantial departure from previous policy, a departure that merits discussion more widely in the Kwantlen community.

Could I ask you to have this matter discussed in the departments under your supervision? I suspect that the curriculum committees would be the most likely venue. I am appending the policy document. All of the policy except the residency/transfer portion marked on the copy I am sending has already been approved. These changes in residency/transfer will most likely be on the October or November agenda so please plan to submit comments or recommendations before October.

Please let me know if you have further questions. I can be reached at 2183, voice mail 9243.



List

Manfred Baur- Applied Technology
Priscilla Bollo- Humanities
Brian Carr- Science and Technology
Barbara Duggan- Applied Design
Roger Elmes- Social Sciences
Gordon Lee- School of Business
Dieter Thomas- Horticulture and Equine Studies