



**Kwantlen**  
UNIVERSITY COLLEGE

**EDUCATION COUNCIL**

March 4, 2002 – 4:15 p.m.  
Surrey Campus Boardroom (G2110)

**A G E N D A**

1. Confirmation of Agenda
2. Approval of Minutes (*February 4, 2002*)
3. Chair's Report
4. Committee Reports
  - 4.1 Degree Proposal Assessment Committee  
(Dana Goedbloed, Chair)
  - 4.2 Curriculum Approval  
**REST 1207 – Social and Affordable Housing**  
**Discontinued Courses**  
**MUSI 2309 – Kwantlen Guitar Ensemble**  
**MUSI 2409 – Kwantlen Guitar Ensemble**
  - 4.3 Grant Applications Panel  
(Jack Finnbogason, Chair) - *Term: temporary term*
  - 4.4 Liberal Education Curriculum Committee  
(Roger Elmes, Chair) *March 15*
  - 4.5 International Education Committee  
(Derek Francis, Chair) *when Edco*
  - 4.6 Language Competency Liaison Committee  
(Rhondda Porter, Chair) *> New Pathways due out*
  - 4.7 Intake Testing and Assessment Committee  
(Robin Russell, Chair) *> will meet in March*
  - 4.8 Program Evaluation Committee  
(Robin Russell, A/Chair) *>*
  - 4.9 Policy Review Committee  
(Charon Graham, A/Chair)
  - 4.10 Appeals Policy Review Committee  
(Robyn Rushford, Chair) *> ② just about final - will probably meet in May*
5. Feedback from Task Force (*to be distributed*)
6. Timetabling (*Verbal – Larry Anderson*)
7. Change in Education Council By-laws for "Terms and Conditions of Membership"
8. Program Concept: Community Support Worker Diploma (*att'd.*)
9. Associate of Arts Degree in Political Science (*att'd.*)

*Bring  
Meta Evaluation  
Report to Council  
for review.*

*~~Derek~~  
Charon  
Judith  
Derek*

*5*  
*6*

**EDUCATION COUNCIL**  
**AGENDA: March 4, 2002**  
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10. Health Unit Coordinator Program Hours Change (*att'd.*)
11. Initial Development Team Members – Massage Therapy Degree (*att'd.*)
12. Requirements for Graduation (*att'd.*)
13. Next Meeting: Monday, April 8, 2002 – 4:15 p.m. – Surrey Campus Boardroom (G2110)
14. Adjournment

Pending  
*Feedback on Education Council Self-evaluation (April Meeting)*

Attached for Distribution

- Curriculum Committee Minutes
- Innovation Abstracts: Vol. XXIV – No's. 1 - 4



**Kwantlen**  
UNIVERSITY COLLEGE

**MEETING DATE:** March 4, 2002  
**AGENDA #:** 2  
**PREPARED BY:** Barbara Melnyk

**EDUCATION COUNCIL**

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**ISSUE:** Approval of Minutes

**ACTION:** THAT Council approve the minutes of March 4, 2002.



**Kwantlen**  
UNIVERSITY COLLEGE

**EDUCATION COUNCIL**

**February 4, 2002 – 4:15 p.m.**  
**Surrey Campus Boardroom (G2110)**

**MINUTES**

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Present:

Larry Anderson	Karin Green
Gary Arneja	Susan Morris
Roni Clubb	Gary Jones
Brook Walker	Judith McGillivray
Darren Gallagher	Maxine Mott
Steve Lee	Marge Damon
Paul Browning	Graham Rankin
Jack Finnbogason	Robin Russell (Chair)
Jody Gordon	Newton Wainman
Dana Goedbloed	Tana Plewes
Charon Graham	Skip Triplett
Barbara Melnyk (Recorder)	

Guests:

Gordon Lee	David Ross
Arthur Coren	Tom Radesh
Roy Daykin	

**1. Confirmation of Agenda**

Add: Revisions to the Technology Program (5.2)

The revised Agenda of February 4, 2002 was confirmed by consensus.

**2. Approval of Minutes (January 7, 2002)**

The Minutes were approved by consensus.

**3. Presentation: Budget and Program Profile for 2002 / 2003**

David Ross, Judith McGillivray and Roy Daykin attended to present Kwantlen's Budget and Program Profile for 2002 / 2003. The entire presentation is available in PowerPoint on the Plaza Website and can be downloaded. Mr. Ross highlighted the principles Kwantlen will apply to deal with the budget shortfall.

- Maintain our ability to carry out Kwantlen's mission and pursue our long-term vision
- Honour our commitments to existing learners for program completion
- Remain comprehensive
- Continue to serve the specific needs of our regions and our learners
- Maintain the quality of our core services
- Keep tuition competitive with similar programs in BC and in Canada
- Solicit, develop and consider alternatives as openly and collegially as possible
- Make and communicate decisions in a timely manner
- Expect accountability fiscally and for use of resources from all: learners, faculty, staff and administration

# EDUCATION COUNCIL MINUTES

February 4, 2002

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## Discussion

- Council's role is to advise the Board with respect to curriculum approval and withdrawal. How will Council fit into the decision-making process? How will consultation take place with the impending timelines?
- The Vice-Presidents are meeting with deans/managers/directors over the next two weeks in terms of revenue and efficiencies. They will review budgets, cost revenue, employment rate and enrolment in programs.
- We expect to hear about the tuition policy by February 19<sup>th</sup>.
- Students have not received any of the e-mail messages. Will Kwantlen be consulting with students? (Mr. Ross will follow-up)

## 4. Chair's Report

- The Chair expressed concern around the relative lack of knowledge in which Council operates with respect to the budget, and its mandate to approve curriculum. She invited Council members to share their insights/views.
- The Chair will meet with CoEdCo regarding the fall-out of budget shortfalls.

## 5. Committee Reports

### 5.1 Degree Proposal Assessment Committee

No report.

### 5.2 Revisions to the Technology Program

Brian Carr informed Council that the Electronics and Automation/Robotics Engineering Technology departments propose to conform to the curriculum policies followed by other career programs by dropping CMNS 1110 and retaining CMNS 1140 for its technical communication component. He stated that CMNS 1140 defines the requirements of technology programs across the country. He suggested that there are other options students can take advantage of to prepare them if they are lacking in English skills. English 12 'C' is required for entry into the program, and there are English make-up courses that can provide assistance. Any student who does not have the skills for CMNS 1140 will require specialized courses to prepare them for the requirements of the program. Dr. Carr explained that some students would require remediation prior to entry in CMNS 1140.

Moved by P. Browning, seconded by S. Lee,

**THAT Council approve the revisions to the Technology Program.**

**(MOTION CARRIED)**

Moved by K. Green, seconded by J. McGillivray,

**THAT as a starting point for discussion Council delegate to DPAC the appropriateness of raising the admission requirements for entrance to the Technology Program to a C+, and return for feedback at a future Council meeting.**

**(MOTION CARRIED)**

**1 ABSTENTION**

## EDUCATION COUNCIL MINUTES

February 4, 2002

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### 5.2 CURRICULUM APPROVAL

Moved by S. Lee, seconded by N. Wainman

**THAT Council approve the following new courses:**

**ENLT 0192 – English for Appliance Servicing I**

**ENLT 0292 – English for Appliance Servicing II**

**GBRC 1000 – Introduction to Aging**

**GBRC 1005 – Facets of Communication**

**GBRC 1010 – Facets of Aging**

**GBRC 1020 – Program Planning and Design**

**GBRC 1030 – Identity and Dementia**

**GBRC 1050 – Practicum I**

**HAUC 1000 – Medical Terminology**

**HAUC 1005 – Communication and Logistic Skills**

**HAUC 1010 – Chart Records and Admissions**

**HAUC 1015 – Pharmacology Fundamentals**

#### Discontinued Courses

**ACPE 0026 – Directed Studies: Writing & Communications**

**ACPE 0029 – Directed Studies: Reading**

**ENLT 0110 – English Language Training I**

**ENLT 0191 – English for Appliance Servicing I**

**ENLT 0291 – English for Appliance Servicing II**

**MUSI 1108 – Kwantlen Jazz Band**

**MUSI 1208 – Kwantlen Jazz Band**

**MUSI 2308 – Kwantlen Jazz Band**

**MUSI 1408 – Kwantlen Jazz Band**

**(MOTION CARRIED)**

Council would like clarification on why the Kwantlen Jazz Band courses are to be discontinued.

Moved by J. Finnbogason, seconded by K. Green,

**THAT Council delay approval of the following courses:**

**ACPR 0065 – Directed Studies: Fundamental Reading**

**ACPR 0075 – Directed Studies: Intermediate Reading**

**ACPR 0085 – Directed Studies: Advanced Reading**

**ACPW 0064 – Directed Studies: Fundamental Writing & Communications**

**ACPW 0074 – Directed Studies: Intermediate Writing & Communications**

**ACPW 0084 – Directed Studies: Advanced Writing & Communications**

#### Discussion:

Newton Wainman stated that he was uncomfortable with the process of Council refusing to approve the ACPR and ACPW courses when they had been approved at the Curriculum Approval Sub-committee. He suggested that Council approve the courses pending agreement between the English and ACPE faculty on the use of the course acronyms and numbers.

**(MOTION CARRIED)**

**2 abstentions: G. Jones and S. Morris**

## EDUCATION COUNCIL MINUTES

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- 5.3 Grant Applications Panel  
No report.
- 5.4 Liberal Education Curriculum Committee  
No report
- 5.5 International Education Committee  
No report.
- 5.6 Language Competency Liaison Committee  
No report
- 5.7 Intake Testing and Assessment Committee  
No report.
- 5.8 Program Evaluation Committee  
No report.
- 5.9 Policy Review Committee  
No report.
- 5.10 Appeals Policy Review Committee  
No report.

6. Kwantlen Student Association Motion Regarding Academic Amnesty

The Kwantlen Student Association, as members of the Canadian Federation of Students, informed Council of their plans to join other post-secondary institutions in a national 'Day of Action' on February 6, 2002, to plea for an increase in core funding for public post-secondary institutions and to protest tuition fee increases.

Moved by S. Lee, seconded by S. Morris,

**THAT Council approve that no academic penalty be issued to any Kwantlen University College student as a result of their participation in National Day of Action activities on February 6, 2002.**

Discussion

Skip Triplett stated that Council does not have the power to require faculty members to assign grades that have not been earned nor excuse students from class requirements. A motion such as this can create problems for some students, particularly those involved in apprenticeships, or nursing students who may happen to be in hospital wards on that day. Mr. Triplett proposed a friendly amendment to the motion:

**Education Council supports Kwantlen students in their endeavour to influence important public policies and encourages faculty to permit students, where possible, to attend the National Day of Action without academic penalty.**

Moved by G. Rankin, seconded by S. Morris,

**THAT Council accept an amendment to the motion.**

**(MOTION CARRIED)**

**1 abstention: Paul Browning**

At this point in the meeting, the Chair expressed concern that all agenda items would not be covered in the remaining time. She proposed, therefore, to move agenda item #12 ahead, and to call a recess until Monday, February 18, 2002.

7. Articulation Agreement with Hong Kong Polytechnic University

Gordon Lee informed Council that this agreement would allow graduates of the HKPU Associate Degree in Business to enter the 3<sup>rd</sup> year of Kwantlen's Bachelor of Business Administration degree programs. International students have priority registration at Kwantlen and HKPU have indicated that they could send 20 students by September 2003.

## EDUCATION COUNCIL MINUTES

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If this is the case, Kwantlen could open an additional section of 3<sup>rd</sup> year that would allow access for more local students.

**Moved by S. Lee, seconded by D. Goedbloed,**

**THAT Council approve an Articulation Agreement between Hong Kong Polytechnic University and Kwantlen University College.**

Discussion

When questioned on entrance requirements, it was pointed out that students would have to meet the same entrance requirements as indicated in the Kwantlen calendar, that is an LPI of 26 or higher, and the ability to meet entrance requirements for English 1100 and 1110.

**(MOTION CARRIED)**

The meeting recessed at 6:15 p.m.

Monday, February 18, 2002

7. **Follow-up to Approval of ACPR and ACPW Course Outlines**

Lorraine Irvine attended to answer questions regarding the above course outlines. She informed Council that all changes with respect to content, mode of instruction and prerequisites have been made as requested by the Curriculum Approval Sub-committee. As for the use of the acronyms, a decision was made to use 'R' for reading and 'W' for writing, in order to clarify that these courses have a different focus. She explained that ACPE courses are provincially articulated across the province, whereas the 'R' and 'W' courses are directed study courses that are specifically suited to a student's goals and skills.

**Moved by N. Wainman, seconded by S. Lee,**

**THAT Council approved the following courses:**

**ACPR 0065 – Directed Studies: Fundamental Reading**

**ACPR 0075 – Directed Studies: Intermediate Reading**

**ACPR 0085 – Directed Studies: Advanced Reading**

**ACPW 0064 – Directed Studies: Fundamental Writing & Communications**

**ACPW 0074 – Directed Studies: Intermediate Writing & Communications**

**ACPW 0085 – Directed Studies: Advanced Writing and Communications**

**(MOTION CARRIED)**

8. **Notice of Motion: Change in Education Council By-laws for "Terms and Conditions of Membership"**

Deferred to March 4<sup>th</sup> meeting. The Chair reminded Council to discuss this with faculty in their constituency to be sure they support this change.

9. **Review of Education Council's 1995 Advice to the Board**

- Develop a framework for program/course cancellations.
- Once framework is in place and followed, should recommendations for program reduction/elimination come back to Council before seeking Board approval?
- Look at general principles to be considered in a deficit situation.
- Council has a legislated authority to make recommendations for program elimination based on pre-established criteria.
- Once a program is recommended for cancellation, should it be vetted by Council to ensure that cancellation criteria have been met?
- Is the Board free to set their own program cancellation criteria?



## EDUCATION COUNCIL MINUTES

February 4, 2002

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- A strategic plan is not in place and a formal process for program evaluation has not been in place, therefore who will be evaluating the programs to make decisions on cancellation?
- Suggest Council strike a Task Force to further discuss criteria for program/course cancellation (for the short term). (Robin Russell, Roni Clubb, Gary Arneja, Newton Wainman, Dana Goedbloed, Judith McGillivray)
- Any cancellations must be made by end of March 2002. Will need to have a cancellation plan in place to allow students to complete their course of study.

**ACTION: Judith McGillivray will distribute information from other institutions regarding criteria for program cancellation.**

**ACTION: The Chair will seek information from the CoEdCo Listserve.**

- Clarify timeline to determine when Council should have its recommendations ready. Use criteria that can coincide with budget information.
- Board meeting scheduled for March 20<sup>th</sup> – Task Force to bring back recommendations for Council's March 4<sup>th</sup> meeting.

### 10. **English Language Competency Requirements**

Graham Rankin stated that on November 1, 2002, the Board of Governors passed a motion regarding English requirements for all university transfer courses. If a student fails to meet that level, they must then take an English preparatory, ACPE or ESL course. Are we guaranteeing student access into these courses? If 20% of our students don't meet English 12 and courses are not available, what will we do to assist these students and how will this impact be addressed?

Judith McGillivray assured Mr. Rankin that studies are currently in place to address this issue.

### 11. **Motion: Education Council Sub-committees**

Education Council would like to strike a committee to review the mandate, function, membership and term of each of the sub-committees currently serving Council. This committee would report back to Council with recommendations that would allow the sub-committees to better reflect and serve the needs of Council.

Judith McGillivray stated that she has contracted a faculty member to review all committees in the University College and offered to include Education Council's sub-committees as well.

Council members agreed to accept the offer and Karin Green will assist in providing information regarding the sub-committees.

### 12. **Education Council motion to review all programs and degree proposals from the perspective of affordability and value**

The Chair stated that this agenda item arose out of discussions with DPAC around evaluation of programs. Given that we are currently reviewing program retention, Council agreed it would be acceptable to delay this discussion for a few months.

## **EDUCATION COUNCIL MINUTES**

**February 4, 2002**

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**14. Next Meeting**

The next meeting will take place on **Monday, March 4, 2002 – 4:15 p.m. – G2110 (Surrey Campus)**.

**16. Adjournment**

The meeting adjourned at 5:20 p.m.



**Kwantlen**  
UNIVERSITY COLLEGE

**MEETING DATE:** March 4, 2002  
**AGENDA #:** 4.2  
**PREPARED BY:** Barbara Melnyk

## **EDUCATION COUNCIL**

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**ISSUE:** Curriculum Approval

**ACTION:** THAT Council approve the following course outlines:

**REST 1207 – Social and Affordable Housing**

**Discontinued courses**

**MUSI 2309 – Kwantlen Guitar Ensemble**

**MUSI 2409 – Kwantlen Guitar Ensemble**



**Kwantlen**  
UNIVERSITY COLLEGE

**MEETING DATE:** March 4, 2002

**AGENDA #:** 5

**PREPARED BY:** Robin Russell

## **EDUCATION COUNCIL**

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**ISSUE:** Feedback from Task Force  
(to be distributed)



**Kwantlen**  
UNIVERSITY COLLEGE

**MEETING DATE:** March 4, 2002

**AGENDA #:** 6

**PREPARED BY:** Larry Anderson

**EDUCATION COUNCIL**

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**ISSUE:** Timetabling



**Kwantlen**  
UNIVERSITY COLLEGE

**MEETING DATE:** March 4, 2002

**AGENDA #:** 7

**PREPARED BY:** Robin Russell

## **EDUCATION COUNCIL**

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**ISSUE:** Change In Education Council By-laws for "Terms and Conditions of Membership"

**ACTION:** THAT Education Council change its By-laws regarding representation, namely that alternate members shall be elected at the same time as members during the regular election.



**Kwantlen**  
UNIVERSITY COLLEGE

**MEETING DATE:** March 4, 2002  
**AGENDA #:** 8  
**PREPARED BY:** Susan Powell

**EDUCATION COUNCIL**

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**ISSUE:** Program Concept: Community Support Worker  
Diploma

**ACTION:** THAT Education Council approve a Program Concept  
for a Community Support Worker Diploma.

*Copy in file*



**Kwantlen**  
UNIVERSITY COLLEGE

**MEETING DATE:** March 4, 2002  
**AGENDA #:** 9  
**PREPARED BY:** Roger Elmes

**EDUCATION COUNCIL**

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**ISSUE:** Associate of Arts Degree in Political Science

**ACTION:** THAT Education Council approve an Associate of Arts Degree in Political Science.





**Kwantlen**  
UNIVERSITY COLLEGE

12666 – 72<sup>nd</sup> Avenue  
Surrey, B.C.  
Canada V3W 2M8

**Memorandum**

**Faculty of Social Sciences  
& Music**

Tel: 599-2052

Fax: 599-2435

Email: [roger@kwantlen.bc.ca](mailto:roger@kwantlen.bc.ca)

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TO: Social Sciences & Music Curriculum, DPAC Committee

C:

FROM: Roger Elmes *Roger*

DATE: December 12, 2001

SUBJECT: AA Degree in POLI

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The attached outline of the AA Degree in Political Science needs to be read in conjunction with the "framework" information from the Calendar – also attached.

The AA Degrees are packages of courses that:

- present a more rigorous programme of studies than a diploma
- contain at least 60 credits including 9 credits of sciences/math and 6 credits of first year English
- provide block transfer of all 60 credits to any university in B.C.
- at SFU and UNBC provide priority registration over other transfer students

Since they are intended as transfer packages they do not require Concept Proposals, Letters of Intent, Employment Information etc.

RE:bd  
Att.

## **ASSOCIATE OF ARTS POLITICAL SCIENCE**

Within the framework of the Associate of Arts degree, you must complete at least 60 credits with a minimum grade of C in each course, including all of the following:

1. POLI 1110, 1120, 1125, 1145, 1150
2. **One** POLI numbered 2000 or higher

## **ASSOCIATE OF ARTS DEGREE**

Kwantlen offers Associate of Arts degrees in the following concentrations:

Anthropology / Criminology / General Studies / Geography / History / Music / Political Science / Psychology / Sociology

Currently we are in the process of developing Associate of Arts degrees in the following concentrations:

History and Political Science

### **Transfer**

SEU, UBC and UNBC accept all 60 credits of each of Kwantlen's Associate of Arts Degrees. This means that students transferring to any one of these universities is accepted as a third year student. Standing in a particular department is dependent on meeting any prerequisites or other condition established by the specific university.

Students with an Associate of Arts Degree are admitted to SFU and UNBC with priority over other transfer students

### **Description**

The associate degree is designed to provide an educational experience that prepares students for work, citizenship and an enriched life as an educated person, and to lay a solid foundation for further study.

The associate degree curriculum comprises two years of university level study in a variety of academic areas. Students are required to complete a broad range of course offerings balanced with in-depth study in specific disciplines. Since many students will continue their studies, the requirements are sufficiently flexible to enable students to plan their educational program carefully and to complete the required prerequisites for third year course work at the university of their choice, including Kwantlen. Students will be exposed to concepts, theories and modes of inquiry in the humanities, the social sciences and the sciences to develop:

- an interest in, and curiosity about the world around them
- an understanding of the global context in which they live and work
- an appreciation of intellectual thought and human creativity
- an openness to a variety of viewpoints
- a capacity for and interest in self directed life-long learning
- acceptance of the social responsibilities that come with the benefits of advanced learning

In addition, the program of study should develop and improve those skills and abilities essential for academic success at an advanced intellectual level. These may be taught in some courses, embedded in the curriculum of others, or achieved through class participation and the learning process. They include but are not limited to:

- advanced reading comprehension
- effective written and oral communications
- mathematical and scientific reasoning
- computer and technological literacy
- research and evaluative skills
- analysis, synthesis and integration of knowledge
- critical thinking and problem solving
- application of theoretical understanding to practice
- working collaboratively

Students who hold an Associate of Arts degree, receive priority admission to the Faculty of Arts at SFU and UNBC.

### **FRAMEWORK OF THE ASSOCIATE OF ARTS DEGREE**

60 semester credits of first and second year courses.

These must include a minimum of 21 credits in Arts at the second-year level taken in two or more subject areas.

#### **Specific Requirements**

- 1. 6 credits in first-year English**
- 2. 9 credits in Science which shall include at least:**

A. One course chosen from the following:

CISSC	1100, 1103 or higher
GEOG	2390
MATH	1112, 1115 or higher
PSYC	2300
SOCI	2365

B. One course chosen from the following lab sciences:

*ANTH	1125 or 1212
ASTR	1100
BIOL	1110, 1112*, 1210, or higher
CHEM	1101, 1105, 1110, 1210 or higher
ENVI	1112*
GEOG	1110, 1120, 2310, 2320
GEOL	1210
PHYS	1100 or higher

C. One additional course chosen from either A. or B.

\* Does not fulfill the science requirement at Kwantlen or elsewhere for Science majors.

### 3. 36 credits in Arts which shall include:

A. 6 credits in the Social Sciences

(Anthropology, Criminology, Economics,  
Geography, Political Science, Psychology or Sociology)

B. 6 credits in Humanities

(Creative Writing, Fine Arts, French, German, History, Japanese, Mandarin, Music, Philosophy or Spanish)

C. 24 additional credits in Arts

### 4. 9 credits in Arts, Science, or other areas

A note about first and second year courses. The numbering of all first year courses at Kwantlen start with 1000 and second year courses starts with 2000. Students may follow this as a guideline when choosing their courses for the Associate of Arts degree. However, there are some exceptions to this rule. Below is a list of 1000 level courses that may be used for second year credit.

ANTH	1211, 1215, 1216, 1220, 1240, 1260, 1290, 1291
GEOG	1211, 1212
MUSI	1153, 1253
PHIL	1210, 1211, 1250
POLI	1110, 1120, 1145, 1150, 1155, 1240, 2235
SOCI	any 1200 level course or higher

## Transfer

Students must check transfer status at other receiving institutions. Kwantlen's web site has a link to the BCCAT for current transfer status: [www.kwantlen.bc.ca/calendar/crstrans.htm](http://www.kwantlen.bc.ca/calendar/crstrans.htm), or students can pick-up a Transfer Guide at any Counselling and Advising office.

## ASSOCIATE OF ARTS ANTHROPOLOGY

Within the framework of the Associate of Arts degree, you must complete at least 60 credits with a minimum grade of C in each course including all of the following:

1. ANTH 1100, 1112

2. SOCI 1125

two of

3. ANTH 1211, 1215, 1216, 1220, 1230, 1240, 1260, 1290, 1291

Note: Students intending to transfer to UBC should include SOCI 1235. Students intending to transfer to SFU should include ANTH 1220 and 1230.



**Kwantlen**  
UNIVERSITY COLLEGE

**MEETING DATE:** March 4, 2002  
**AGENDA #:** 10  
**PREPARED BY:** Mary MacCullough

**EDUCATION COUNCIL**

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**ISSUE:** Health Unit Coordinator Program – Hours Change

**ACTION:** THAT Education Council approve a change in hours according to information in the attached memos.

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**TO: DPAC Members**  
**C: Ron Coreau**  
**FROM: Mary MacCullough**  
**DATE: Monday January 21<sup>st</sup>. 2002**  
**SUBJECT: Health Unit Coordinator Program hours change**

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Hello Everyone,

Although the health unit coordinator program has gone thru many changes over the last few months, there is yet one more.

After having many discussions with hospital preceptors and advisory committee meetings, the consensus was that the practicums were too short, (152 hours), a little shy of 4 weeks. To allow students the opportunity to experience a more rounded and successful practice we are looking at increasing practicum hours to; one hundred and sixty eight (168 hours) hours. An increase of sixteen (16 hours) hours.

This will allow students to reach their goals by practicing their skills on different units (2 full weeks on each assigned unit).

Thank you again, and, I look forward to your reply.

S.M. MacCullough

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**TO: DPAC Members**  
**C: Ron Coreau**  
**FROM: Mary MacCullough**  
**DATE: Monday January 28<sup>st</sup>. 2002**  
**SUBJECT: Health Unit Coordinator Program hours change**

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Hello Everyone,

Thank you, for approving computer skills as an admission requirement. This is a follow-up from the memo I rec'd. on January 25<sup>th</sup>, 2002 asking for a detailed breakdown re: the revised health unit coordinator program.

The breakdown goes as follows:

Medical Terminology: currently 80 hours new hours 100

This will include approximately 1 extra hour per chapter. It will allow students more time to focus on medical terminology, definitions, and medical conditions.

Pharmacology currently 40 hours new hours 50

Hospital observation day (7.5 hours) has been implemented to give students an understanding surrounding hospital procedures, unit coordinator responsibilities, and the organization of a hospital unit. The remainder 2.5 hours, has been allocated for memorizing and using drug names and their systems

Thank you,  
Mary MacCullough



**Kwantlen**  
UNIVERSITY COLLEGE

**MEETING DATE:** March 4, 2002  
**AGENDA #:** 11  
**PREPARED BY:** Brian Carr

## **EDUCATION COUNCIL**

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**ISSUE:** Initial Development Team Members – Massage Therapy Degree

**ACTION:** THAT Education Council approve the Initial Development Team members for the Massage Therapy Degree.





Faculty of Science,  
Mathematics & Technology

TO: **Barb Melnyk**  
C:  
FROM: **Brian Carr**  
DATE: **January 16, 2002**  
SUBJECT: **IDT members, Massage Therapy degree**

The Program Concept for a Bachelor of Technology in Massage Therapy was approved in November. I am about to proceed with a Letter of Intent.

I am seeking DPAC approval for the following Initial Development Team (IDT):

Internal

Brian Carr	Dean and Kwantlen contact person
Alice MacPherson	Faculty Member (assists with degree development process)
<del>Doug Fletcher</del> <u>Art Cohen</u>	Business
June Kaminski	Nursing
Susana Phillips	Psychology
Janine Hadfield	Wellness Centre (Dianne Symonds – alternate)
Paul Richard	Co-op/EPT instructor and Liberal Education Advisor
Jane Hobson	Biology
Rob Fleming	English (Sue Ann Cairns – alternate)

External

Cidalia Paiva	Executive Director and WCCMT* contact person
Jason Dirks	Curriculum Developer, WCCMT
Chris Hagey	Coordinator, Practical Education, WCCMT
Ljiljana Kordic	Coordinator, Academic Education, WCCMT
Wendy Rigby	Curriculum and Accreditation Committees, College of Massage Therapists
James Bechard	President, College of Massage Therapists
Doug McRae	Registrar, College of Massage Therapists

The committee may appear a bit large in numbers, but it recognized that not all will be able to attend any meeting. The numbers, however, reflect the potential range of fourth year content plus the commitment in this institutional partnership of the WCCMT and the professional regulatory body.

  
BGC/lm

\*West Coast College of Massage Therapy



**Kwantlen**  
UNIVERSITY COLLEGE

**MEETING DATE:** March 4, 2002  
**AGENDA #:** 12  
**PREPARED BY:** Brian Carr

## **EDUCATION COUNCIL**

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**ISSUE:** Requirements for Graduation

**ACTION:** THAT Education Council approve the following addition to Policy C.42 – Requirements for Graduation:

*For partnerships between Kwantlen University College and another institution (or institutions) which result in a joint credential, all courses offered by institutions in the partnership that count towards the joint credential are defined as falling within Kwantlen's residency requirements.*

To: Robin Russell, Chair, Education Council  
From: Brian Carr  
Date: February 21, 2002  
Subject: Requirements for Graduation

Policy C.42, *Requirements for Graduation*, defines the terms for graduation from a Kwantlen University College program. Included in this policy is the following statement with respect to limitations on learning achieved outside Kwantlen:

***Transfer credits and substitutions***

*A student may apply transfer credits for courses or modules taken at secondary and other post-secondary institutions, as well as credits obtained through prior learning assessment, toward credential requirements. Under ordinary circumstances, there is no time limit on the acceptance of transfer courses. However, Departments may set a time limit for the transfer of certain courses in which the requisite knowledge and skills are subject to rapid change. Up to 75% of the credits required for a credential may be obtained through a combination of transfer credit and prior learning assessment, although neither component by itself may contribute more than 50% of the total credits required for graduation. Substitutions for prescribed courses or modules in a program may be approved by the Dean responsible for the program upon submission of a formal written request. Such requests should be submitted prior to enrolling in the substitute course.*

The process for recognizing learning from elsewhere is defined in Policies B.14, *Credit for Prior Learning*, and B.15, *Transfer of Articulated Courses from other Post-Secondary Institutions to Kwantlen*, and, particularly for prior learning from courses at other colleges or universities, has been well established for some time.

In the last couple of years, Kwantlen has begun to explore formal partnerships with other recognized post-secondary institutions towards the establishment of a joint credential for graduates of the resulting program. Partnerships of this nature must adhere to Policy B.16, *Principles of External Alliances*, which not only ensures that such alliances are with reputable organizations or bodies, but also that they are consistent with Kwantlen's philosophy, values and goals.

Learning outcomes originating from the partnered institution are deemed to be consistent with the standards and expectations of Kwantlen University College, and the curriculum is carefully twinned with the courses Kwantlen offers in a manner that creates a desired jointly offered program and credential.

In essence, the partner institution becomes an extension of Kwantlen University College for that program.

What emerges out of such partnerships is a newer view of the residency requirements outlined in Policy C.42, and underlined above. Since the two institutions have essentially become one in the delivery of the particular credential, courses taken at the partnered institution towards the joint program and credential (the focus here is on the joint credential), should be defined as meeting Kwantlen's residency requirements.

Since this is not specifically stated, nor necessarily considered or debated in the past, it is proposed that the following addition be made to Policy C.42:

*For partnerships between Kwantlen University College and another institution (or institutions) which result in a joint credential, all courses offered by institutions in the partnership that count towards the joint credential are defined as falling within Kwantlen's residency requirements.*

I am requesting Education Council's approval of the above addition, or at least for Council to recognize this interpretation.



**Access Programs & Student Services**  
Divisional Curriculum Committee Minutes  
2:00 pm, Monday, January 28<sup>th</sup>, 2002  
Surrey Campus, Room G2105

**Present:**

Derek Nanson  
Dennis Dahl  
Fraser Crinklaw  
Rachel Gilchrist  
Elly Morgan

**Regrets:**

Colleen McGoff Dean  
Marnie McFarlane

**Guests:**

Lorraine Irvine

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**1.0 Confirmation of Agenda**

The Agenda was confirmed by consensus

**2.0 Review of ACP English course outlines**

The following ACP English course outlines were reviewed:

- ACPE 0025  
- *full revision*
- ACPE 0050  
- *full revision*
- ACPE 0060  
- *full revision*
- ACPE 0091  
- *partial revision*
- ACPE 0097  
- *partial revision*

**Moved / Seconded (Fraser Crinklaw / Dennis Dahl)**

**Carried**

**3. Course Outlines to be cancelled**

The following ACP English course outlines will be discontinued as of September, 2002:

- ACPE 0026  
- *Directed Studies: Writing and Communications*
- ACPE 0029  
- *Directed Studies: Reading*

**Action: Davinder to delete the discontinued course outlines from the common drive in September 2002.**

**4. New ACPR course outlines**

The following new ACPR courses will be in effect as of September 2002:

- ACPR 0065
- ACPR 0075
- ACPR 0085

The following new ACPW courses will be in effect as of September 2002:

- ACPW 0064
- ACPW 0074
- ACPW 0084

**Moved/Seconded (Colleen McGoff Dean / Dennis Dahl)**


**Carried**

**3.0 Other Items**

No items were discussed

**4.0 Next Meeting**

Next meeting will be scheduled at the call of the Chair.

  
\_\_\_\_\_  
Derek Nanson, Dean  
Access Programs & Student Services

June 30/02  
Date

**FACULTY OF HUMANITIES  
Curriculum Committee Minutes**

Tuesday, December 18, 2001 at 10:00 a.m. in Room G2105, Surrey Campus

<b>Attending:</b>	Jack Finnbogason	Chair	Heather Harrison	PHIL
	Wendy Royal	EASL	Brinsley Stewart	MODL
	Genni Gunn	CRWR	Brooke Mills	ENLT
	Sue Ann Cairns	ENGL		

**Guest:** David Wiens, Kira Wu, Arthur Ling, Rachel Gilchrist, Laura Mathay, Bal Lidhar

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**1. Approval of Agenda, and Minutes from the December 18<sup>th</sup> meeting.**

- Agenda items added – 2 (a) 3 or 4 Hours per Week—newly proposed wording  
(b) Online Approval  
(c) Wording for Arts Diploma English courses

MOVED/SECONDED (Brinsley, Genni) for approval of the agenda and minutes **Carried**

**2. UNFINISHED BUSINESS**

**a) “3 or 4 Hours per Week” – newly proposed wording**

**Jack**

Robin Russell has proposed the following wording to replace “3 or 4” under Hours per Week: “4\*” with the asterisk notation “Offered in 3 hour blocks in approved periods.”

MOVED/SECONDED (Wendy, Heather) that the new wording suggested by Robin Russell be accepted.

**b) Online Approval**

Sue Ann wanted to confirm the process for approving course outlines for courses being offered in an on-line mode. The process for approving course outlines is the same regardless of the mode of delivery.

**c) Wording for Arts Diploma English Courses**

The proposed wording for the first-year English requirements in the Arts Diploma is: “Any two of ENGL 1100, 1110, 1200, 1201, 1202, 1203, 1205, 1206.”

MOVED/SECONDED (Sue Ann, Genni) that the above wording be accepted.

**3. NEW BUSINESS**

**a) Second Year English Prerequisites – ENGL 1100 or 1110**

**Jack**

The problem with the current second year outlines is that they require one of ENGL 1100 or 1110, plus another first year English course (those numbered 1200). Some students have completed two 1200 level courses, but are not allowed to take second year courses because they lack ENGL 1100/1110.

**ACTION:** Sue Ann will email the English department to ask about having ENGL 1100/1110 removed from the second-year English prerequisites.

**b) Associate of Arts Degree English Courses**

The English department developed an Associate of Arts in English recently and is asking for Curriculum Committee approval. One change was suggested (last sentence of second paragraph), “You must also...” should become “The 60 credits must also include:”

MOVED/SECONDED (Sue Ann/Heather) that the proposed English major in Associate of Arts be approved with the above change. **Carried**

4. COURSE OUTLINES:

- a) JAPN 1100/1101 -- P. 3 (on both) Employability Skills, Techological, "Using the Internet..."  
JAPN 1101 -- Calendar Description: "...Japanese 1100 or an equivalent course..."  
-- P. 2 Learning Objectives, bullet #7, pluralize "experience" and "opinion"  
--Content, I.A. 4. "Providing an explanation" in place of "Explaining a reason"  
--Employability Skills, Intercultural, "Examining and reflecting upon his/her own..."  
--Learning Activities, bullet #7, "Analyzing and discussing cultural issues"

MOVED/SECONDED: (Brinsley, Heather) to approve EASL 0075.

Carried

- b) ENLT 0191/0291 & ENLT 0192/0292

Discontinue ENLT 0191/0291 as they are to be replace by ENLT 0192/0292.

ENLT 0192 -- Calendar Description, remove the words "information about"

- Learning Objectives, bullets 1 & 3 become "Explain electrical theory and diagnostic procedures using appliance-servicing terminology" and "Identify and correct oral and written language errors"
- Learning Activities, bullet #4 now reads "Critiques of students' recorded oral production", bullet #6 reads "Brief writing assignments, revision and editing" and #8 reads "Review of appliance vocabulary and concepts"

- ENLT 0292 --Learning Objectives, bullet #4 "Write letters and resumes using word-processing skills"  
--Content, bullet #9, "Computer skills"  
--Employability Skills, Oral Skills, bullet #2, "...strategies such as..."  
--Learning Activities, bullets #2 & 10, customer education must be hyphenated; bullet #4, "Research of appliance..."; bullet #5, "Internet search skills"

MOVED/SECONDED: (Brooke, Wendy) to discontinue ENLT 0191/0291, and approve ENLT 0192/0292 with the proposed changes.

Carried

- c) CMNS 1140

Some students in the Horticulture program obtain a certificate, which requires completion of CMNS 1105, but later wish to upgrade to a diploma. CMNS 1140 is a requirement of the diploma, but several students do not have the English 12 prerequisite for CMNS 1140. The solution would be to allow students entry into CMNS 1140 if they have a C or better in CMNS 1105.

MOVED/SECONDED (Heather/Genni) that CMNS 1105 with a C or better be added to the CMNS 1140 prerequisites.

5. ADJOURNMENT Meeting adjourned at 15:50 a.m.

Next Meeting will be Friday, February 15<sup>th</sup> at 2:00 p.m.  
Room G2105, Surrey Campus



**FACULTY OF HUMANITIES  
Curriculum Committee Minutes**

Friday, January 18, 2001 at 10:00 a.m. in Room 1420, Richmond Campus

<b>Attending:</b>	Jack Finnbogason	Chair	Heather Harrison	PHIL
	Wendy Royal	EASL	Brinsley Stewart	MODL
	Genni Gunn	CRWR	Brooke Mills	ENLT
	Sue Ann Cairns	ENGL		

**Absent:** David Wiens, Kira Wu, Arthur Ling, Rachel Gilchrist, Laura Mathay, Bal Lidhar

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**1. Approval of Agenda, and Minutes from the December 18<sup>th</sup> meeting.**

Agenda items added – 2 (a) 3 or 4 Hours per Week—newly proposed wording

(b) Online Approval

(c) Wording for Arts Diploma English courses

MOVED/SECONDED (Brinsley, Genni) for approval of the agenda and minutes **Carried**

**2. UNFINISHED BUSINESS**

a) “3 or 4 Hours per Week” – newly proposed wording

**Jack**

Robin Russell has proposed the following wording to replace “3 or 4” under Hours per Week: “4\*” with the asterisk notation “Offered in 3 hour blocks in approved periods.”

MOVED/SECONDED (Wendy, Heather) that the new wording suggested by Robin Russell be accepted.

b) **Online Approval**

Sue Ann wanted to confirm the process for approving course outlines for courses being offered in an on-line mode. The process for approving course outlines is the same regardless of the mode of delivery.

c) **Wording for Arts Diploma English Courses**

The proposed wording for the first-year English requirements in the Arts Diploma is: “Any two of ENGL 1100, 1110, 1200, 1201, 1202, 1203, 1205, 1206.”

MOVED/SECONDED (Sue Ann, Genni) that the above wording be accepted.

**3. NEW BUSINESS**

a) **Second Year English Prerequisites – ENGL 1100 or 1110**

**Jack**

The problem with the current second year outlines is that they require one of ENGL 1100 or 1110, plus another first year English course (those numbered 1200). Some students have completed two 1200 level courses, but are not allowed to take second year courses because they lack ENGL 1100/1110.

**ACTION:** Sue Ann will email the English department to ask about having ENGL 1100/1110 removed from the second-year English prerequisites.

b) **Associate of Arts Degree English Courses**

The English department developed an Associate of Arts in English recently and is asking for Curriculum Committee approval. One change was suggested (last sentence of second paragraph), “You must also...” should become “The 60 credits must also include:”

MOVED/SECONDED (Sue Ann/Heather) that the proposed English major in Associate of Arts be approved with the above change. **Carried**

4. **COURSE OUTLINES:**

- a) **JAPN 1100/1101** -- P. 3 (on both) Employability Skills, Techological, "Using the Internet..."  
JAPN 1101 -- Calendar Description: "...Japanese 1100 or an equivalent course..."  
-- P. 2 Learning Objectives, bullet #7, pluralize "experience" and "opinion"  
--Content, I.A. 4. "Providing an explanation" in place of "Explaining a reason"  
--Employability Skills, Intercultural, "Examining and reflecting upon his/her own..."  
--Learning Activities, bullet #7, "Analyzing and discussing cultural issues"

**MOVED/SECONDED:** (Brinsley, Heather) to approve EASL 0075. **Carried**

- b) **ENLT 0191/0291 & ENLT 0192/0292**

Discontinue ENLT 0191/0291 as they are to be replace by ENLT 0192/0292.

**ENLT 0192** -- Calendar Description, remove the words "information about"

- Learning Objectives, bullets 1 & 3 become "Explain electrical theory and diagnostic procedures using appliance-servicing terminology" and "Identify and correct oral and written language errors"
- Learning Activities, bullet #4 now reads "Critiques of students' recorded oral production", bullet #6 reads "Brief writing assignments, revision and editing" and #8 reads "Review of appliance vocabulary and concepts"

**ENLT 0292** --Learning Objectives, bullet #4 "Write letters and resumes using word-processing skills"

- Content, bullet #9, "Computer skills"
- Employability Skills, Oral Skills, bullet #2, "...strategies such as..."
- Learning Activities, bullets #2 & 10, customer education must be hyphenated; bullet #4, "Research of appliance..."; bullet #5, "Internet search skills"

**MOVED/SECONDED:** (Brooke, Wendy) to discontinue ENLT 0191/0291, and approve ENLT 0192/0292 with the proposed changes. **Carried**

- c) **CMNS 1140**

Some students in the Horticulture program obtain a certificate, which requires completion of CMNS 1105, but later wish to upgrade to a diploma. CMNS 1140 is a requirement of the diploma, but several students do not have the English 12 prerequisite for CMNS 1140. The solution would be to allow students entry into CMNS 1140 if they have a C or better in CMNS 1105.

**MOVED/SECONDED** (Heather/Genni) that CMNS 1105 with a C or better be added to the CMNS 1140 prerequisites.

5. **ADJOURNMENT** Meeting adjourned at 15:50 a.m.

**Next Meeting will be Friday, February 15<sup>th</sup> at 2:00 p.m.  
Room G2105, Surrey Campus**



**MINUTES**

**Applied Design and Communications  
Curriculum Committee Meeting**

Thursday, Dec. 13, 2001 - 8:00 am in Room 1420

<b>Present:</b>	Barbara Duggan (chair)	Rachel Gilchrist	
	Marge Damon	Rick Cuff	
	Frances Bula	Kelly Millin	<b>Regrets:</b> Bal Lidhar, S Lee
	Tiia Manson	Judy Taylor (recorder)	<b>Guest:</b> Mary Boni

1. Approval of Agenda

2. Motion made by Kelly Millin that course revision PRLN 2321 be accepted.  
Seconded by Mary Boni **CARRIED**

**ACTION ITEM: Barbara to discuss the lab component with Ruth Raymond **BARBARA****

3. Calendar copy was reviewed in depth and at length.  
PRLN – Motion made by Tiia Manson to accept calendar copy as revised with an amendment of the English admission requirement to “Level 5 of the Language Proficiency Index” and an updated faculty list.  
Seconded by Marge Damon **CARRIED**

PRLN – Motion made by Kelly Millin to rescind preceding motion  
Seconded by Tiia Manson **CARRIED**

PRLN – Motion made by Kelly Millin to approve calendar copy as put forward with the adoption English requirements as put forward by Journalism:  
“Because writing is a fundamental component of Public Relations, applicants must achieve a Level 5 on the Language Proficiency Index or the Kwantlen English Placement Test with a recommendation of first-year English or a B in university transfer English. Refer to these requirements under “English” in the calendar.”  
Seconded by Tiia Manson **CARRIED**

JRNL – Motion made by Rick Cuff to approve calendar copy as put forward with the following amendment to the English admission requirements:  
“Because writing is a fundamental component of Journalism, applicants must achieve a Level 5 on the Language Proficiency Index or the Kwantlen English Placement Test with a recommendation of first-year English or a B in university transfer English. Refer to these requirements under “English” in the calendar.”  
Seconded by Kelly Millin **CARRIED**

IDSN - Motion made by Tiia Manson to approve calendar copy as put forward, with a commendation of the curriculum committee for its excellence.  
Seconded by Frances Bula **CARRIED**

IDDS – Motion made by Marge Damon to approve calendar copy as put forward.  
Seconded by Rick Cuff **CARRIED**

GRVD – Motion made by Rick Cuff to approve calendar copy with the following amendment:  
“ Students without educational or professional design-related experience are encouraged to apply to the Interdisciplinary Design Studies (IDDS) program or equivalent.  
Students with educational or professional design-related experience are encouraged to apply directly to the Graphics & Visual Design (GRVD) program.”

Applicants are recommended to apply to both GRVD and IDDS in order to maximize opportunities for entry.

Seconded by Marge Damon

**CARRIED**

FASN – Motion made by Mary Boni to approve calendar copy as put forward.

Seconded by Tiia Manson

**CARRIED**

**ALL OTHER REGULAR AGENDA ITEMS WERE TABLED TO NEXT MEETING.**

Meeting adjourned at 10:10 am.

*Next Curriculum Committee meeting is Jan. 14.13, 2002 – 10:00 am in Room1420.*



**MINUTES**  
**Applied Design and Communications**  
**Curriculum Committee Meeting**

Monday January 14, 2002 – 10:00 am in Room 1420

<b>Present:</b>	Barbara Duggan (chair)	Rachel Gilchrist	
	Marge Damon	Rick Cuff	
	Frances Bula	Kelly Millin	<b>Regrets:</b> S Lee, Tiia Manson,
		Judy Taylor (recorder)	Sheila Evans

1. Approval of Agenda
  
2. Motion made by Rick Cuff that minutes be approved.  
Seconded by Marge Damon **CARRIED**
  
3. Course Outline Manual – Frances raised concerns regarding Ed.Co.'s requirement for content for fourth year courses. It appears that the level of description in Kwantlen's fourth year courses ranges considerably from very general to very prescribed. Rick felt it would be desirable to have better articulation of requirements for not only course outline content, but also full program proposals from both Ed.Co. and DPAC.

**ACTION ITEM: Identify the members of the "Course Outline Manual Committee" **JUDY****

**ACTION ITEM: Request a decision and communication as to which model is being followed: learning objectives or outcomes **BARBARA****

**ACTION ITEM: Ask Marnie if the new calendar will identify the liberal education courses available **BARBARA****

4. Liberal Education

**ACTION ITEM: Circulate Liberal Education criteria to members of this committee **BARBARA****

**ACTION ITEM: Suggest the addition of Liberal Education criteria as an addendum to the course outline manual **BARBARA****

5. DPAC report from January 9 meeting:
  - Pre-requisite changes for Health Unit Coordinator Program
  - Associate of Arts Degree in Political Science (2 years fully articulated and accepted as a block transfer with some preference in registration to UBC or SFU, etc.)
  - Revision to Technology Program in Science – DPAC wanted to have CMNS 1140 in at the beginning of the program
  - Letter of Intent re Counselling Skills program
  - Raising LPI admission requirements for Public Relations and Journalism, agreed with, but too late for this year because application process has already begun
  - Fashion Continuation Criteria for Third year, approved and going before the Board
  - BBA degree is adding pre-requisite of completion of a university-transfer English prior to acceptance into third year or into LBED courses

**ACTION ITEM: Collect BBA and PSYC degree student surveys for GDMA committee **BARBARA****

- Plagiarism process must be submitted to the Dean who will forward on to the Registrar. There are many FOIPOP issues, but also the necessity of tracking the multiple offender

**ACTION ITEM: Include plagiarism process in coordinator's manual**

**BARBARA/CELIA**

**ACTION ITEM: Explore plagiarism checker's interface with MACs**

**JUDY**

- Jack Finnbogason's study of success outcomes for English indicators showed in order of greatest success: 1. B in English 12, 2. Kwantlen's English Placement Test (EPT), 3. other post-secondary English and followed distantly and lastly by 4. Language Proficiency Index (LPI) test.

Motion by Frances Bula that for Public Relations and Journalism the English requirements: drop the LPI, add Grade 12 English with a B, and Kwantlen EPT with recommendation for university transfer English. Seconded by Kelly Millin (Rick Cuff abstained)

**CARRIED**

IDDs/GRVD – A discussion was held regarding a change in the calendar copy from "post-secondary English" to "university transfer English, English 12 with B or better, Kwantlen EPT with a recommendation for first-year English" and eliminating LPI Level 4. A decision was tabled until after the GRVD faculty meeting.

**ACTION ITEM: To discuss with Lucie and Tiia, the addition of the Kwantlen EPT to the current LPI Level 5 descriptor in calendar copy**

**BARBARA**

Meeting adjourned at 12:00 pm.

***Next Curriculum Committee meeting is Feb. 12, 2002 – 1:30 pm in Room 1420.***

## Chair's Report

1. The Jan 21 special meeting outcomes:
  - Seek financial clarity when evaluating new programs and strengthen the review process in terms of fit and value at the EdCo level.
  - 
  - Review the structure of the sub-committees with respect to mandate, term, membership and duration
  - 
  - Include Educational Services in PEC
2. We need to consider at some point what Bill 28 means for Education Council. Setting the academic schedule comes to mind as one area of confusion.
3. Darren has joined the Policy Review Committee.
4. Larry will review the results of the self-study document.



**Kwantlen**  
UNIVERSITY COLLEGE

**EDUCATION COUNCIL**

February 18, 2002 – 4:15 p.m.  
Surrey Campus Boardroom (G2110)

**A G E N D A**

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**Continuation of Meeting - February 7, 2002**

7. **Notice of Motion:** Change in Education Council By-laws for "Terms and Conditions of Membership" – *(namely that alternate members shall be elected at the same time as members during the regular election)*
8. Review of Education Council's 1995 Advice to the Board *(previously distributed)*
9. English Language Competency Requirements
10. **Motion:** Education Council Sub-committees
11. Education Council motion to review all programs and degree proposals from the perspective of affordability and value
12. **Notice of Motion:** Change in Education Council By-Laws for "Terms and Conditions of Membership" – *(namely that alternate members shall be elected at the same time as members during the regular election)*
13. **Next Meeting:** Monday, March 4, 2002 – 4:15 p.m. – Surrey Campus Boardroom (G2110)
14. Adjournment

*Paul  
Graham  
Chairman  
G2110*



# Chair Report

Feb.

1. The Jan 21 - meeting - "attended / Good discussion /  
Harry's report on feedback Section: 'Beck remains /  
devoted &  
strongly focused  
& programs at  
EDCo level
2. Consider what Bill 28 means for Eds  
Government:  
of Review  
Sub-CTTEs  
Mentor, Term,  
Composition &  
Director
3. Darren has joined Policy Review CTTEE 31 - includes  
ed services  
in PEC

Table 1  
Affected Student - # 3  
Data No DATA 2