

March 1998

Present: Jim Gunson (Chair) Jim Jamieson
Jim Adams Colleen McGoff Dean
Larry Anderson Don Reddick
Brian Carr Maureen Shaw
Barbara Craig Skip Triplett
T.N. Foo Stephanie Howes
Derek Francis
Balbir Gurm
Jim Gunson

Guests: Katherine Zmetana
John Slattery
Yanfeng Qu

Absent: Manfred Baur
Doug Boyer
Christopher Golden
Sarah Kanakos
Gerry Kilcup
Ann Stafford
Raymond Tang

Confirmation of Agenda

The agenda was confirmed with the following additions: (5.1) suggested criteria for the selection of Liberal Education Curriculum Committee members; (8) Draft Policy: Integration of Technology (att'd.); (9) Draft Policy: Comprehensiveness (this is the Ends Policy drafted jointly by Board of Governors and Education Council).

Approval of Minutes

The February 2, 1998 minutes were approved by consensus.
Note: Jim Adams was absent from the February meeting.

Chair's Report

Jim Gunson stated that as Chair of COEDCO, he is a member of the Standing committee on Charting a New Course, which has the mandate of making recommendations with regard to the various initiatives in the plan.

Committee Reports

- a) Student Applicant Eligibility - On hold until D. Francis returns
- b) Degree Proposal Assessment Committee - No report
- c) Employability Skills - No report
- d) Curriculum Approval

EQUA 1170 - Equine Psychology and Behaviour

Moved by W. Parry, Seconded by L. Anderson,
THAT Education Council recommend to the Board acceptance of the EQUA 1170 course outline.
CARRIED (Note: There was a query regarding the credit allocation of this course)

PSYC 3301 - Psychology of Work and Human Performance

Not recommended for approval at this time as Kwantlen should not be offering third year freestanding courses unless they relate to degree programs. Suggest course designer communicate with degree developers and provide rationale as to why this course should be offered, with a letter of support indicating why it is required. This is the second time that

third and fourth year courses have come to Education Council for approval. It was suggested that curriculum committees be advised of the guidelines for developing upper level courses.

ACTION: Education Council executive to propose a motion that suggests the need for providing rationale for offering third and fourth year courses.

Certificate in English Language Teaching to Adults (CELTA) - Theory
EDUC 4000 - Theory and EDUC 4001 - Practicum

Moved/Seconded:

THAT Education Council recommend to the Board acceptance of the CELTA Program with the following four caveats:

1. As a new program, will require Ministry approval.
2. As the certificate is administered jointly by Cambridge University, the Local Examinations Syndicate and the Royal Society of Arts in the United Kingdom, there are concerns around the student complaint/appeal process.
3. Both course outlines list as prerequisites "permission of instructor". If it is intended that students taking this certificate require a degree, this should be stated.
4. The certificate is offered currently as cost recovery through Continuing Education.

LING 1100 - Introduction to General Linguistics: Language Structure
LING 1200 - Introduction to General Linguistics: Language Use

Council discussed the rationale presented for offering linguistics courses at Kwantlen. Councillors would like to have more information on projected enrollment and student demand.

ACTION: Barb Melnyk will contact the course designer and invite him to attend the next Education Council meeting to answer further questions.

e) Grants Applications Review Committee (GAP)

John Slattery distributed notes from the February 26, 1998 GAP meeting (see attached).

f) Liberal Studies Task Force - No report

g) Arts Degree Framework Committee - No report

h) Prior Learning Assessment - No report

Entrance Requirements for Bachelor of Business Administration and
Bachelor of Technology in Information Technology Degree Programs

Gordon Lee reported further on education Council's concerns about admission requirements. He stated that their divisional curriculum committee has made revisions as noted.

Bachelor of Technology in Information Technology

Direct Entry Students: Students entering the third year of the degree must have a grade point average of 2.70 or above (on a zero to 4.33 scale, or equivalent) from the CISY Diploma Program.

Transfer Students: Students from equivalent diploma programs at other institutions will be admitted to the third year of the degree, using the same criteria as that specified for direct entry students. Graduates from other academic/career diplomas will be able to ladder into this program completing appropriate bridging courses as necessary.

One issue raised in the discussion was whether Kwantlen should have an overall degree admission policy or allow each program to develop their

own.

Moved by C. McGoff Dean, seconded by J. Adams,
THAT the entrance requirements for the Bachelor of Technology in
Information Technology be accepted.
CARRIED

Bachelor of Business Administration in Entrepreneurial Leadership

Students who have successfully completed a two year business or business related diploma from an accredited college or university can be directly admitted to the Degree Program. Other students with completed diplomas in non-business related areas or two years of post-secondary education will be required to complete all or part of the bridging program based on the courses they have previously taken. This will be done prior to entering third year.

Students will be admitted into the degree program using the following criteria:

- Overall grade point average of post-secondary education with a minimum of 2.7, including a C+ or better in introductory statistics and introductory accounting. The most recent 60 credit hours will be given priority.
- Demonstrate through a written statement and/or work experience, community involvement and personal career objectives
- A short presentation

Students without two years equivalent post-secondary education will have the opportunity to opt for PLA.

- Students with a minimum 2.7 GPA and a C+ or better in introductory statistics and introductory accounting will gain entry to the program without an evaluation of the written statement and the short presentation.
- Students who do not meet these minimum standards may gain entry to the program based on the written statement and the presentation.

On discussion, it was suggested that with criteria other than a GPA 2.7, we must make sure we allow for diversity and access in the program.

It was also suggested that a number of seats be set aside for mature students who are looking for re-training and/or upgrading. Ministry is trying to achieve this through Charting a New Course.

Moved by B. Carr/seconded by D. Reddick:
THAT the entrance requirements for the Bachelor of Business Administration in Entrepreneurial Leadership Program be accepted.

6. Liberal Education Curriculum Committee

The following motion was brought to Education Council for approval:

1. THAT a Liberal Studies Curriculum committee be formed to make recommendations to Education Council about courses developed to service the Liberal Education components of Kwantlen degrees.
2. THAT voting membership in this Committee be as follows:
Permanent Members
 - 2.1 Three members of the Liberal Education Task Force (as it currently exists)
 - 2.2 One member from each of the following divisions:
Social Sciences and Music, Humanities and Science, Mathematics and Technology
 - 2.3 Two members from the division whose degree is being discussed

3. THAT on September 1, 1999, the three permanent Liberal Education Task Force members be replaced by an additional permanent member from each of the following divisions:
Social Sciences and Music, humanities and Science, Mathematics and Technology

The Chair distributed a memo to Education Council from Rick Cuff, Coordinator of Interdisciplinary Design Studies.

ACTION: Barb Melnyk will invite Rick Cuff to attend the next Education Council meeting on the understanding that he will clarify his point of view by answering specific questions from Education Council members.

Council adopted the following motion as an interim measure.

Moved by C. McGoff Dean/seconded by W. Parry:

THAT a Liberal Studies Curriculum Committee be formed (on a temporary basis) to make recommendations to Education Council about courses developed to service the Liberal Education Task Force, and one member (to be nominated by the Dean) from each of the following divisions: Social Sciences and Music, Humanities and Science, Mathematics and Technology.
CARRIED

7. (Draft) Course Outline Manual

The Chair explained that since the last Education Council meeting, there has been extensive consultation with Al Valleau (Learning Outcomes Coordinator), Colleen McGoff Dean (Employability Skills Coordinator) and Kathryn Zmetana (Prior Learning Skills Coordinator). Additional material to the manual is represented in bold.

Discussion

On page 9, suggest there be a disclaimer added. Credits should be based on learning, not on amount of time taken to learn material. We need to re-examine how we award credit.

On page 11, under "co-requisites-", change definition to read: A specific course or courses which a student must take concurrently during the same semester along with another interrelated course.

On page 13, at the present time we are not at the point where we can say that everyone will use learning outcomes. However, it is important we provide a document that allows for choice. In future, when course designers are better informed, then Education Council may mandate that everyone will use learning outcomes.

On page 14, under employability Skills, take out "Each". Eventually learning outcomes and employability skills will become one. Colleen McGoff Dean is designing a workshop for faculty in May to assist them in defining employability skills. The Skills21 Task Force, wanted skills flagged until they become more regularly integrated.

On page 15 (c), delete both examples.

It is suggested that PLA should be based on the essential outcomes/objectives of the course.

Education Council wish to congratulate all those who have worked on the Course Outline Manual to this point. It was noted that the document still requires editing to provide a consistent and use-friendly style.

Moved by J. Adams/seconded by B. Carr:
THAT the Course Outline Manual be accepted.
Carried

8. Next Meeting: April 6, 1998 - 4:15 p.m. - Surrey Campus Boardroom (C230).

9. Adjournment: The meeting adjourned at 6:20 p.m.