

EDUCATION COUNCIL
June 1, 1998
MINUTES

Present: Jim Adams
Stephanie
Howes Larry Anderson
Wendy
Parry Doug Boyer
Don
Reddick Brian Carr
Maureen
Shaw Barbara Craig
Ann
Stafford Derek Francis
Jim
Gunson (Chair) Balbir Gurm
Absent: Manfred Baur
Sarah
Kanakos T.N. Foo (ex officio)
Colleen
McGoff Dean Christopher Golden
Raymond
Tang Jim Jamieson
Skip
Triplett
Guests: Dana Cserepes
Jack Finnbogason
Kathryn Zmetana
John Slattery
Jim Gillis
Barbara Duggan
Recorder: Barbara Melnyk

1. Confirmation of Agenda

Item #8, Block Transfer
Agreement – Horticulture Core
Curriculum – withdraw.
The revised agenda was
approved as distributed.

2. Approval of Minutes (May 4,
1998)

The Minutes were approved by

consensus.

3. Chair's Report

The Chair thanked those Council members who attended the Board's dinner meeting on May 13, 1998. As well as partaking in a delicious dinner, there was a vibrant information exchange on such issues as Prior Learning Assessment, and other prominent issues in the educational system today. It was suggested that the two groups should meet annually, and that if another joint meeting is planned, that the new Council might prepare informative issues in advance of the meeting.

The newly formed Ethics/Research Task Force will complete their work sometime this summer and will report back to Education Council in the Fall. Further consultation will be discussed once Education Council has had a chance to review the report.

At the April 20, 1998 Education Council meeting, a motion was passed stating that students with undergraduate degrees from recognized Canadian post-secondary institutions be exempt from taking the required liberal education component of all applied design degree programs.

Council would like to amend the motion to state:

Moved by J. Adams/seconded by B. Gurm:
THAT students with undergraduate degrees from recognized Canadian post-secondary institutions be exempt from taking the required liberal education component of the Bachelor of Applied Design in Interior Design Program as it is presently constituted.
CARRIED

The Chair stated that the widely circulated Course Outline Manual seems to be working well. We are making notes of suggested revisions and tightening up some

of the wording in the document. In reference to a motion adopted at the Humanities Curriculum Committee meeting on May 15, 1998, the Chair notes that no formal memo has been received from the Dean of Humanities. With regard to the absence of guidelines on the number of weeks or hours per class, this omission has now been added to the course outline.

4. Committee Reports

4.1 Student Applicant Eligibility

D. Francis reported that he and Skip Triplett are working with Adrienne Olnick to develop an assessment program to test a sample of new incoming students for their English language competency. This assessment will in no way deny access; it will simply test English competency, and will compare the student's performance from one semester to another. One of the challenges has been to determine a measurement tool or test that will be applicable to native English speakers as well as ESL. Another challenge is that students will have to be notified prior to their application to Kwantlen that English competency testing is compulsory.

4.2 Degree Proposal

Assessment Committee
Council requested that a note be sent to Dianne Crisp, in appreciation of her excellent job as Chair of DPAC.

4.3 Employability Skills

No report

4.4 Curriculum Approva

The following course outlines were reviewed by the Curriculum Approval Sub-committee, and are recommended for approval subject to minor revisions:

**LBED 3110 – Work
Technology and Society
LBED 3120 – Study of**

Cultures
LBED 3140 – Science and Technology – An Historical and Philosophical Overview
LBED 3310 – Power Relationships I
LBED 3311 – Power Relationships II

These are the liberal education courses that form part of the already approved Bachelor of Technology in Information Technology and Bachelor of Business in Entrepreneurial Leadership programs. These courses will be reviewed in one year.

JAPN 2200 – Intermediate Japanese I
JAPN 2201 – Intermediate Japanese II

Intermediate Japanese courses will enable students to acquire a more advanced and sophisticated level of Japanese; accuracy and fluency will be enhanced and cultural knowledge increased. Council recommends that Kwantlen extend Japanese instruction into the second year.

CMNS 1105 – Introduction to Interactive Communication

This Applied Communication course is specially designed for students in the Horticulture and Floristry programs.

INFO 3110 – Professional Communications in Information Technology
ENTR 3550 – Professional Business Communications

These two Applied Communication courses are specially designed for

students in the Bachelor of Business Administration and Bachelor of Information Technology Programs.

**Moved by A. Stafford/
seconded by J. Adams,
THAT the above course
outlines be approved,
subject to revisions.
CARRIED**

**ENLT 0110 – English
Language Training I
ENLT 0210 – English
Language Training II
ENLT 0310 – English
Language Training III
ENLT 0410 – English
Language Training IV
ENLT 0510 – English
Language Training V
ENLT 0610 – English
Language Training VI**

This represents a change from continuous to fixed entry, and therefore, a change in the teaching mode. Concern was expressed regarding faculty workload and that KCFA should be kept informed of these issues.

**Moved by M. Shaw/
seconded by W. Parry,
THAT a complete
Education Council
package (including
curriculum information
and course outlines) be
sent to KCFA and
BCGEU.
CARRIED**

**ACTION: The Chair will
discuss the above
motion with the Vice
President, Education to
ensure a mechanism is
put in place to vet
curriculum through the
appropriate channels,
prior to Education
Council meetings.**

**Moved by D. Francis/
seconded by J. Adams,
THAT the ENLT course**

**outlines (part-time program only) be approved on a two-year trial basis.
CARRIED**

**FINA 1170 – Photography I
FINA 1166 – Colour Theory and Practice**

**Moved by J. Adams/seconded by L. Anderson, THAT Education Council recommends approval of FINA 1170 and FINA 1166 with the proviso that internal transfer arrangements are made with IDDS.
CARRIED**

4.5 Grants Application Panel

Education Council reviewed the balance of the recommendations concerning the funding of projects from Kwantlen's internal curriculum development fund. The following projects are recommended for approval:

Associate Arts Degree for Design Draftsperson -

\$ 8,000

Bibliographic Instruction for College Resources -

\$ 8,150

Fine Arts for Humanities

\$ 8,622

Diversity Training Video for Faculty of Social Sciences & Music - \$ 9,143

Collaborative Nursing Program for Community and Health Studies \$ 28,803

Japanese for Employment Purposes (if an LIP Grant not forthcoming) \$ 5,349

If there are sufficient funds remaining, Automotive Upgrade for Applied Technology, Trades & Vocational should be approved for \$8,768.

4.6 Liberal Education Curriculum Committee

Please see Agenda Item #6.

4.7 International Education

- Curriculum Committee – No report
- 4.8 Arts Degree Framework Committee – No report
- 4.9 Prior Learning Assessment
In a recent PLA meeting, a vote was taken on whether or not to transcript PLA. The result of the motion was 8-6 for PLA transcribing. A letter of confirmation will be sent from the Provincial Steering Committee on PLA.
5. Education Council Representative to Sit on the Consultative Committee on Educational Technology

This committee makes recommendations about the use of technology and the allocation of funds for faculty computers. As well, members discuss other issues such as access labs and specialized labs. Membership is primarily faculty, and Education Council has received an invitation to have one member sit on the CCET.

**Moved by D. Francis/
seconded by D. Boyer,
THAT Education Council
declines the invitation to
send a representative at
this time.
CARRIED**

6. Guidelines for Liberal Education Course Developer

Council referred to Liberal Education Curriculum Meeting Minutes (April 8th) – Item #5. The Committee has recommended guidelines to assist Liberal Education course designers as follows:

1. All liberal education courses should go beyond western traditions and incorporate the knowledge and insights of other cultures;
2. Employability Skills should be integral to all liberal education courses;

3. Course outline developers append an outline/schedule of the course content.

Council suggested that the word "all" in #1 be deleted.

ACTION: Postpone discussion of this issue to September 14, 1998 Education Council meeting.

7. Degree Proposal: Bachelor of Applied Design in Fashion Design and Technology

Council reviewed the full degree proposal for a Bachelor of Applied Design in Fashion Design and Technology Program.

**Moved by J. Adams/
seconded by B. Carr,
THAT Council recommends that the Board approve the full degree proposal, as recommended by the Validation Team and approved by the Degree Proposal Assessment Committee.
CARRIED**

8. Block Transfer Agreement – Horticulture Core Curriculum

Withdrawn

9. Internally Funded Curriculum Development Proposal – Architectural-Industrial Drafting/CADD

Council questioned the inclusion of Math 1120 in the "Preliminary Curriculum", as the pass rate for this course is very low (approximately 55%).

**Moved by J. Adams/
seconded by B. Gurm;
THAT Education Council approve in principle the Architectural-Industrial Drafting/CADD Program Concept, but suggest the developers seek further**

**consultation and return to Education Council with a more detailed proposal.
CARRIED**

10. Approval of Existing Programs in Continuing Education

Council has the duty to examine CE courses after the fact. This has not been happening, but was on a "to-do" list. Recent external decisions on financial aid to students require Education Council approval of programs before students are eligible for such aid. Council and the Dean of CE were faced with an urgent need to process the current programs, one which required us to balance the needs of students with the need to properly validate the programs.

Council received detailed information and was prepared to approve the programs in-principle, which means that the details at the course outline level have still to be considered. Dean Gillis informed Council that this would be sufficient to allow financial aid to flow.

**Moved by B. Carr/seconded by J. Adams;
THAT Education Council approves in principle the following programs:**

- Travel Industry**
- Training**
- Hospitality**
- Operations Management**
- Nursing Unit**
- Coordinator Program**
- Geriatric Activity**
- Coordinator Program**
- Microcomputer**
- Application Specialist:**
- Course C451**
- Information**
- Technology and Computer**
- Support Specialist: Course**
- C453**
- Internet and Media**
- Online Specialist: Course**
- C452**

**Alarm Installation
Program
CARRIED**

11. Next Meeting: **September 14, 1998 – 4:15 p.m. – Surrey Campus Boardroom**
12. Adjournment: The meeting was adjourned at 4:45 p.m.