



## EDUCATION COUNCIL

September 13, 1999 - 4:15 p.m.  
Surrey Campus Boardroom (G2110)

### MINUTES

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Present

Larry Anderson  
Roni Clubb  
Derek Francis  
Carolyn Granholm  
Jim Gunson  
Dave Hardy  
Julie Hobart  
Sue Doucette (Recorder)

Jim Jamieson  
Wayne Jeffrey  
Robin Russell  
Ron Shay  
Barbara Smith  
Newton Wainman  
Skip Triplett

Regrets

Priscilla Bollo  
Charon Graham  
Judith McGillivray  
Dieter Thomas  
Barbara Melnyk

Guests

Mark Stephens (President, KCSA)  
Kathryn Zmetana (PLA Coordinator)

1. Confirmation of Agenda

The Agenda was confirmed as distributed.

2. Approval of Minutes

Moved by J. Hobart, seconded by W. Jeffrey,  
THAT the Minutes of June 7, 1999 be approved.  
CARRIED

3. Chair's Report

The Chair welcomed Carolyn Granholm as the new Board representative to Council.

The change to English prerequisites was accepted by the Board of Governors.

The Education Council Office is located in Building G, Room 2010, on the Surrey Campus.

Chairs of Council sub-committees will be asked to submit their objectives for the coming year.

3. Chair's Report (cont'd)

The Chair is gathering information from other institutions regarding when student elections are held. Currently, Kwantlen students are elected in October, to serve on Council; however, an election in April would allow them to attend Council meetings in September.

The Chair advised that there has been informal discussion regarding the provision of remuneration to students who serve on Council. President Skip Triplett invited Mark Stephens to submit a formal recommendation for consideration.

4. Committee Reports

4.1 Degree Proposal Assessment Committee – No report

4.2 Curriculum Approval

Moved by R. Shay, seconded by R. Clubb,

THAT the following course outlines be approved, subject to revisions.

FASN 2240 – Computer-Based Pattern Drafting

FASN 3140 – Pattern Grading Computer Assisted Drafting

FASN 3250 – Fashion Industry Internship

FASN 4150 – Production: Planning and Operations

FASN 4220 – Advanced Drafting and Sewing

FASN 4250 – Guided Self-Directed Study

ANTH 1229 – Women in a Cross-Cultural Perspective

CARRIED

Moved by R. Shay, seconded by J. Hobart,

THAT the Fashion Design Program consult with the Business and Marketing Departments with regard to FASN 2250 – The Business of Fashion and FASN 4210 – Fashion Business Practices.

CARRIED

4.3 Grant Applications Review – No report

4.4 Liberal Education Curriculum Committee – No report

4.5 International Education

Derek Francis reported that this committee hasn't met since the spring. The major activities are operational in nature and do not tend to fall under the purview of Education Council. The committee normally meets when there are enough issues to exchange information on.

Barbara Smith has dealt with over 130 international students and has travelled extensively to China. Kwantlen has partnered with VCC, and through our work with them we have received an ACCC Grant.

4.6 Prior Learning Assessment

Kathryn Zmetana reported that she is meeting with department chairs this fall to discuss the residency clause in the PLA policy. In addition, Deans will be asked to ensure that all departments have completed the PLA section for their courses.

ACTION: The Chair will consult with the Vice President, Education to set-up a process for maintaining if PLA has been implemented.

4.7 Intake Testing and Assessment

Robin Russell reported that the committee would be meeting within the next few weeks. She stated that another committee, the Language Curriculum Committee, is working alongside the Intake Testing and Assessment Committee on matters of mutual interest.

5. Richmond International High School and College: Articulation of Business Courses

Council reviewed the memo from Gordon Lee asking for Council to consider the articulation request from Richmond International High School and College for approval of transfer credit.

Moved by D. Francis, seconded by R. Shay,  
THAT Education Council recommend approval of transfer credit for the following business courses from Richmond International High School and College.

BUSP 100 – Foundations of Business Theory  
(BUSI 1110 – Fundamentals of Business in Canada)

BUSP 160 – Management and Leadership  
(BUSI 1210 – Essentials of Management)

BUSP 120 – Human Resource Management  
(BUSI 1250 – Human Resources Management I)

BUSP 150 – Accounting  
(ACCT 1160 – Accounting for Managers)

BUSP 130 – Sales and Marketing Management  
(MRKT 1199 – Introduction to Marketing)

BUSP 220 – Macroeconomics  
(ECON 1250 – Principles of Macroeconomics)

6. Appointment of Student DPAC Member

ACTION: Mark Stephens will attend DPAC temporarily. KCSA will recommend a student member to Council.

7. Revised Course Outline Manual

The Chair informed Council that over the summer, changes have been incorporated into the course outline manual. Specifically, these changes are:

- Page 2: The Approval Process: changes to clarify the role of departments
- Page 6: The Course Outline Form: an additional requirements that Council approve course discontinuation.
- Page 14: Learning Objectives/Outcomes: clarification of the distinction between outcomes and objectives
- Page 17: Assessment Methods: Clarification
- Page 18: Reconfigured to make clearer
- Other slight editorial changes.

Council discussed a few minor modifications that the Chair will make.

Moved by L. Anderson, seconded by B. Smith,  
THAT the Course Outline Manual be accepted, subject to modifications.  
CARRIED

8. Review of Education Council's Structure and Mandate

After review of the section of the Act pertaining to Education Council, it was agreed that Council is operating well. It was questioned whether the Liberal Education Committee should be part of the standing committee reports, and the consensus was that it should be deleted.

Jim Jamieson questioned the fairness of the current system of assigning priorities to students within the registration process.

9. Education Council/Board of Governors Joint Meeting – To Appoint Members

Council appointed Jim Gunson, Robin Russell, Wayne Jeffrey and Derek Francis to serve on the Joint committee on Policy.

10. Next Meeting: October 4, 1999 – 4:15 p.m. – Surrey Campus Boardroom (G2110)

11. Adjournment: The meeting adjourned at 6:00 p.m.