

EDUCATION COUNCIL
January 8, 2001 - 4:15 p.m. - Surrey Campus Boardroom (G2110)

MINUTES

Present: Larry Anderson
Judith

McGillivray Gary Arneja
Barbara Melnyk

(Recorder) Jeremy Baker
Maxine Mott
Roni Clubb
Ihor Pona
Linda Condell
Graham Rankin
Jack Finnbogason
Robin Russell

(Chair) Derek Francis
Newton Wainman
Charlotte Graham
Skip Triplett
Charon Graham

Steven Lee

Regrets: Carolyn
Granholm

Karin Green
Gary Jones
Ron Shay

Guests: Gordon Lee
John Patterson

1. Confirmation of Agenda

Council confirmed the agenda by consensus.

**2. Approval of Minutes
(December 4, 2000)**

Correct: Page 3, Item 5, last paragraph: delete "and need

to agree on baselines". Add:
"The Board of Governors
will be re-looking at its
policies in relation to
admission and will seek
advice from Council relative
to that".

**Moved by L. Anderson,
seconded by S. Lee,
To approve the revised
minutes of December 4,
2000.
Carried**

3. Chair's Report

- There is a newly set-up listserve for Council members. To access, type in "council" in the e-mail header.
- The Chair received a call from David Ross, Associate Vice President, Advancement & External Affairs. An institutional review is being formulated. Part of this process will entail a self-evaluation of Education Council and its educational processes. David has asked for volunteers from Council to sit on this committee. In terms of time involvement, the Chair will seek details and report back through the listserve. In the meantime, Steven Lee and Charon Graham offered to sit on the committee. The Chair asked Council members to think about educational processes that could be reviewed and examined by an external committee, and to bring them forward through the listserve.
- The Chair and Vice President, Education will be visiting curriculum committees regarding issues and concerns with respect to curriculum review. It appears that there are many issues that need to be addressed. This

feedback will be of assistance as we embark on an update of the Course Outline Manual.

- The Chair will join a liaison committee with other Education Council chairs and ITAC. The purpose of this committee will be to review curriculum development authority and philosophy.

4. Committee Reports

4.1 Degree Proposal Assessment Committee

Dana Cserepes notified the Chair that there is no report at this time.

4.2 Curriculum Approval

IDSN 2361 – Work
Experience I
IDSN 2461 – Work
Experience II
IDSN 3561 – Work
Experience III
IDSN 3661 – Work
Experience IV
IDSN 2300 – Studio
III
IDSN 2400 – Studio
IV
IDSN 3500 – Studio
V
IDSN 3600 – Studio
VI
IDSN 2325 – Systems
I
IDSN 2425 – Systems
II
IDSN 2331 – Design
Theories I
IDSN 2431 – Design
Theories II
IDSN 3531 – Design
Theories III
IDSN 3631 – Design

Theories IV
IDSN 2451 – Site
Tutorial I
IDSN 3551 – Site
Tutorial II
IDSN 3651 – Site
Tutorial III
IDSN 4790 – Major
Site Tutorial
IDSN 2345 –
Representation I
IDSN 2445 –
Representation II
IDSN 3545 –
Representation III
IDSN 3641 – Digital
Representation
IDSN 2370 –
Environmental Human
Factors
JRNL 3100 – On-line
Publishing I
JRNL 3120 – Social
Issues Journalism
JRNL 3130 – Writing
for Magazines
JRNL 3140 –
Advanced Web
Design and Writing

**Moved by R. Clubb,
seconded by L.
Anderson,
THAT the above
course outlines be
approved subject to
revisions.**

CARRIED

The Chair stated that eight IDSN courses that will not run until 2003, would be listed in the Calendar on a "to be approved basis". The Curriculum Approval Sub-committee did not have the time to review them in detail. These courses are:

- IDSN 4700 – Thesis Programming
- IDSN 4800 – Thesis Synthesis
- IDSN 3521 – Detailing
- IDSN 3580 – Interior Design Business I
- IDSN 3680 – Interior Design Business II
- IDSN 4780 – Interior Design Business III
- IDSN 4861 – Mentorship
- IDSN 3621 – Documentation
- 4.3 **Grants Application Panel**
No report
- 4.4 **Liberal Education Curriculum Committee**
The next meeting will take place in February.
- 4.5 **International Education Committee**
No report
- 4.6 **Intake Testing and Assessment Committee**
The Chair reported that she has scheduled meetings with various discipline groups for round table discussions regarding student success and retention.

5. Feedback: Developmental English at Kwantlen University College

The Chair asked Council members to provide feedback through the Council listserve.

ACTION: The Recorder will send copies of the Developmental English report through the Council listserve.

6. Feedback: Extending the 48-hour marking deadline to 72 hours

John Patterson reported that at the time Policy B.4 was put into effect, there were concerns about reporting students' final grades to SFU in time for registration. This presented a particular problem for borderline students. John stated that the other force behind the marking deadline was an internal one that had to do with the running of the academic standing process.

SFU has changed their process for those who wish to transfer. As well, Kwantlen now electronically submits grades to SFU . These are received much more quickly, and receipt is acknowledged via e-mail. It would appear there is no longer a necessity to have a 48-hour turn-around time for grade submission.

Moved by L. Anderson, seconded by L. Condell, **THAT Council request that the deadline for final grade submission be extended to 72 hours following the scheduled exam.
Carried**

7. **Presentation:**
History/Accountability
Issues of the Consultative
Committee on Educational
Technology (CCET)

Gordon Lee, as Chair of CCET, reported that this Committee has existed for about 10 years. The original mandate was to develop some type of a plan for educational technology. Kwantlen has been challenged in the last 10 years with not having enough resources to meet the demand for technology. Currently, the Mandate and Guiding Principles for CCET are as follows:

- To enhance student learning outcomes through the use of educational technology.
(Students are represented on CCET.)
- To enhance teaching through the appropriate use of educational technology.
(Membership in CCET is open to all faculty, staff, and administrators who are committee to this mandate.)
- To explore and to promote the use of educational technology in teaching and learning at Kwantlen.
- To allocate educational technology resources using the following criteria:
 - educational need and opportunity
 - fairness
 - full consideration of all needs.(CCET does not allocate computers to faculty offices.)
- To ensure that Kwantlen

is as technologically advanced and innovative, for educational purposes, as our educational goals and available resources allow.

- To make the best use of technology we already have.
- To develop a vision and implement a plan for educational technology at Kwantlen.
- To enhance relationships between IET and other Kwantlen employees to improve students' education.
- To provide information on educational technology and CCET. (CCET members are responsible for representing the interests of their discipline or department and the broader needs of the University College.)

A summary of questions addressed by Council appears below.

Current student representation - Linda Condell and Steven Lee volunteered to serve on CCET.

Meeting times - last Friday of the month from 2:00 to 4:00 p.m.

Education Council Rep. - Ihor Pona currently sits on CCET, and will continue.

Organization Tree - CCET makes recommendations to Senior Leadership Team, who authorize the funds.

Budget recommendations - Last year received about \$300,000. Decisions are difficult and all requests are prioritized. The idea is to put the decision making process in the hands of those who best know the issues.

We may have to look at shared resources for programs that have not embraced educational technology.

It was suggested that CCET minutes be posted regularly on the Plaza site. Gordon stated that CCET would ask all departments for their capital requests in electronic form. Requests will be posted on the Plaza site so that everyone can have a look at them.

ACTION: Council members will provide rationale as to why they believe that CCET should formally report to Council.

- 8. Next Meeting: February 5, 2001 – 4:15 p.m. - Surrey Campus Boardroom (G2110)**
- 9. Adjournment**

The meeting adjourned at 5:30 p.m.