

EDUCATION COUNCIL
March 5, 2001 – 4:15 p.m.
Surrey Campus
Boardroom (G2110)

MINUTES

Present: Larry Anderson
 Steven Lee
 Gary Arneja
 Judith

McGillivray Jeremy Baker
 Susan

Morris Roni Clubb
 Maxine

Mott Linda Condell
 Barbara

Melnyk (Recorder) Jack Finnbogason
 Ihor Pona
 Derek Francis
 Graham

Rankin Charlotte Graham
 Robin Russell

(Chair) Charon Graham
 Doug

Smith (for Ron Shay) Carolyn Granholm
 Bruce

McTavish (for Gary Jones) Skip Triplett
 Newton

Wainman

Regrets: Karin Green

Guests: Jody Gordon
 Joan Belfry

1. Confirmation of Agenda
Add: #10 – Entry Criteria for Graduate Nurse English as an Additional Language Nurse Refresher Program
The revised agenda was approved by consensus.
2. Approval of Minutes (February 5, 2001)
Page 3: #7, 4th bullet – re-write as: Some programs do set time completion limits – for example –

2 years. 5th bullet – add (Certificates).

Page 4: #8, last bullet – add the statement, “No consensus was reached”.

**Moved by L. Condell, seconded by N. Wainman,
To approve the revised
Education Council minutes of
February 5, 2001.
CARRIED**

3. Chair's Report

The Chair reviewed action items from past Council meetings:

- Extending the 48-hour marking deadline to 72 hours: John Patterson has made a proposal that Judith and Derek will take to Senior Leadership Team to create a 3-day marking period. A policy will be forthcoming.

- Technological ability to flag students who are taking core diploma courses but do not have program requirements: it is possible to generate reports using Banner, however if students are registered in General Studies it is more difficult. When the CAP program is on the web, students will be able to evaluate their own circumstances. We are looking at other ways to identify students as a cohort, such as First Year Experience, so that we will know what courses students are taking along the way.

- Feedback on Developmental English: Another meeting is scheduled on March 23rd on College Prep. This meeting is designed as an action meeting. Research reports are helping to identify students at risk. An interim report will highlight some of the initiatives that are underway at the Kwantlen. In the meantime, Council members suggested we allow more time for feedback. If any issues arise, you may contact Robin Russell.

- February Board Meeting: Geoff Dean gave a presentation on equitable funding and asked the Board to lend support to an initiative to lobby the

Provincial Government to provide more funding for Kwantlen's catchment area.

· Capilano College is part of a team that is developing modules for a cultural learning centre. They have made a commitment to their L2 learners (those who are orally fluent, but who have gaps in western civilization, culture, etc.). This parallels our initiative for First Year Experience.

· Attended the Board Retreat in Chilliwack on March 2nd and 3rd.

4. Committee Reports

4.1 **Degree Proposal**

Assessment Committee –
No report.

4.2 Curriculum Approval

**JRNL 3200 – Media and
Diversity**

**JRNL 3210 – Magazine
Production**

**JRNL 3220 – On-line
Publishing II**

**SETA 1370 – Practicum
Two**

The Chair informed Council that ENLT 0515 - Fundamentals of Grammar I was withdrawn pending discussions with EASL.

**Moved by L. Condell,
seconded by M. Mott,
THAT Council approve the
above courses.**

CARRIED

4.3 **Grants Application Panel**

Jack Finnbogason stated that at the GAP meeting, it was decided not to establish elaborate weighting criteria for proposals. GAP will use the same system they followed in the past. The next meeting is scheduled for April 18th. Deadline for submission of proposals is April 9th. With regard to the intellectual properties issue, Jack will gather more information and report back.

4.4 **Liberal Education**

Curriculum Committee

We will attach three sets of minutes in the next Council agenda package.

4.5 **International Education**

Curriculum Committee

To be addressed under item #5.

4.6 **Intake Testing and Assessment Committee**

The Chair will discuss this item under item #7.

5. Report on International Education at Kwantlen University College

In November 2000, Council requested that the International Education Department provide a document that would outline Kwantlen's goals with regard to internationalization.

Two documents were included in the March agenda package: Kwantlen University College Goals and Strategies for Internationalization and Status Report 2000. Derek Francis spoke to Council regarding these documents.

Although Kwantlen was one of the last BC institutions to provide international education (began in 1993), we are presently one of the leading university colleges in the world. We are dedicated to developing internationally competent graduates with the ability and skills to become effective leaders and participants in the global economy. Kwantlen's international program seeks to broaden the educational experience of both Canadian and international students, to strengthen global partnerships, and to assist in creating economic and employment opportunities for British Columbians.

Kwantlen has established the following infrastructure services:

- Admissions
 - Advising
 - Homestay/Arrival Support
 - Orientation
 - language Buddy
- Program/Recreational Activities
- Cooperation Project
 - Faculty and Staff Mobility
 - Kwantlen Study Abroad
- Support

International revenues support eight (8) employees in the infrastructure areas and four (4) employees in the international

education office. Nine (9) faculty FTE deliver to 195 student FTE.

The Funding Formula does not allocate resources for international education; thus the program is responsible for raising all its own resources. Granting agencies (such as ACCC, Canadian Bureau of International Education and the World Bank) make grant money available to institutions for various aspects of internationalization. Currently, Kwantlen is receiving its second grant from ACCC for the Dalian project. We are also involved in a North American Mobility Project CODE that will facilitate the exchange of interior design students amongst several participating institutions. The International Education Department assisted in the preparation of the project application, contributed \$10,000 to the project budget, and is providing support services to the students who will exchange.

We have less than 300 international education students at Kwantlen. Students cannot displace our domestic students. Tuition fees are established at \$250 per credit, which is on par with other institutions. We offer a homestay program, and students must pay a fee for that service, and then pay room and board to the homestay family.

Derek will be taking the reports to the Board of Governors, and plans to circulate the documents to the Deans group, asking them to share the information with their departments and to discuss the issues and decide on the type of involvement they would like to have.

Council members thanked Derek for his informative report.

6. Advice to the Board regarding the most appropriate method for admitting students to oversubscribed programs

With the avenues for applying to the University College increasing (e.g., in-person, mail, and web) coupled with the high demand for

some selective entry programs, the process of accepting qualified applicants based on the date (and in some cases actual time of the day) of students' applications must be reconsidered. Options to be considered are: 1) Random Selection, 2) Academic Merit, 3) Continuous Waitlist and 4) Additional Criteria/Random Draw Hybrid.

Since individual programs normally develop criteria for applicant acceptance, the Board of Governors has asked Council for advice.

ACTION: Barb to send the Policy on Comprehensiveness (1.11) to Council members.

An additional sentence is to be inserted under "Admissions", 2nd paragraph, as the last sentence: "Additional non-academic criteria may be developed for designated over-subscribed selective entry programs."

As this decision strongly affects some programs, Council members suggested delaying consideration of this request in order to allow faculty representatives additional time to discuss the various options with their constituents.

7. Special Report from Intake Testing and Assessment Committee

Linda Condell assumed the Chair's position.

Robin Russell, Chair of Intake Testing and Assessment Committee, informed Council that following its review of Grade Distribution Reports for four terms, Spring 1999 to Spring 2000, this Committee selected six disciplines that showed consistently high rates of lack of student success and/or student retention. The disciplines selected were Criminology, Accounting, Philosophy, Mathematics, Biology, and Chemistry. The dean for each discipline was then asked to invite faculty members to a series of discussions that took place over a

three-week period in January and February. This culminated in a suggestion for additional data gathering in: Accounting – to complete Grade 12 English tracking; Philosophy – to development a Criminology/Philosophy cohort study; Biology – to trace Grade 12 GPA/Grade 12 English/Grade 11/12 Biology/Math experience of students enrolled in first year Biology, and to compare students taking Biology plus Math/another science with those taking no other science; and Chemistry – to trace Chemistry 12 provincial exam scores over the last three years.

Moved by R. Russell, seconded by I. Pona, THAT the Intake Testing and Assessment Committee pursue the retention studies for Accounting, Philosophy, Biology and Chemistry courses, as listed in their report; and

**THAT the Vice President, Education be requested to provide resources for this purpose.
CARRIED**

8. Establishing Minimum Threshold Requirements

Linda Condell assumed the Chair's position for discussion of this agenda item.

Robin Russell, as Chair of the Intake Testing and Assessment Committee, asked Council to review a delayed motion from September 14, 1998:

"As English is the language of instruction at Kwantlen University College, all applicants, regardless of country of origin or citizenship status, will be required to provide evidence of their competence in the English language. It is the responsibility of the department, disciplines, school or program to recommend specific levels of competence in the English language for specific programs and courses."

Moved by R. Russell, seconded by J. Finnbogason,

THAT the Intake Testing and Assessment Committee gather relevant information and present this to Education Council at the April Council meeting; and

**THAT Education Council begin to prepare advice to the Board on the establishment of minimum threshold requirements for all University Transfer courses and for all courses leading to academic or professional diplomas within the University College.
CARRIED**

9. Notification of Curriculum Change to the Collaborative Nursing Program

Joan Belfry notified Council that the final curriculum revisions were presented at the annual collaborative nursing meetings held in April 2000. Nursing faculty at Kwantlen have done an extensive review of the proposed changes and adopted them on January 8, 2001. The revised curriculum to Semester 1 will be offered starting in September 2001. These changes will result in the reduction in the number of courses required for a degree, and will reduce the credit load for students taking a Bachelor of Science in Nursing Degree from 154 to 148 credits.

**Moved by J. Finnbogason,
seconded by D. Francis,
THAT Council accept
curriculum changes for the
Collaborative Nursing Program.
CARRIED**

10. Entry Criteria for Graduate Nurse English as an Additional Language Nurse Refresher Program

Maxine Mott informed Council that the existing wording regarding work experience required by the GNEAL Program is confusing and the existing time limit is inappropriate. The existing wording states:
"Registered or graduate nurse experience in a medical, surgical or related setting if initial nurse education occurred over five

years prior to program application.”

Moved by M. Mott, seconded by L. Condell,

THAT Council approve a motion to change the existing wording and time limit for the GNEAL Program to:

“Registered Nurse experience, or graduation from a RNABC recognized nursing program within the past ten years.”

CARRIED

11. Next Meeting: **April 2, 2001 – 4:15 p.m. – Surrey Campus Boardroom**

12. Adjournment
The meeting adjourned at 6:15 p.m.