

**EDUCATION COUNCIL**  
**April 2, 2001 – 4:15 p.m.**  
**Surrey Campus Boardroom (G2110)**

**MINUTES**

Present:	Larry Anderson Jeremy Baker Roni Clubb Jack Finnbogason Charlotte Graham Charon Graham Gary Jones	Steven Lee Susan Morris Maxine Mott Ihor Pona Robin Russell (Chair) Newton Wainman Barbara Melnyk (Recorder)
Regrets:	Gary Arneja Linda Condell Derek Francis Karin Green Judith McGillivray	Graham Rankin Ron Shay Carolyn Granholm Skip Triplett
Guests:	Gordon Lee Abhijit Sen Ron Coreau	Tom Radesh Brynn Bourke Karen Lemieux

1. Confirmation of Agenda  
The agenda was approved by consensus.
2. Approval of Minutes (March 5, 2001)  
**Moved by J. Finnbogason, seconded by J. Baker,**  
**To approve the Education Council minutes of March 5, 2001.**  
**CARRIED**
3. Chair's Report
  - Attended the BCCAT Articulation/Transfer meeting held on March 9th.
  - Attended a parliamentary procedures workshop at Douglas College
  - Attended the CoEdCo meeting on March 17th.
  - Held a Council Executive meeting on March 23rd. We are proposing a Council Retreat for our last meeting in June to examine Council's evaluation processes, processes, strategic planning/prioritizing, etc. More information to come.
  - Would like to change May 7th Council meeting to April 30th. Barb will contact you via the listserv to establish whether we have enough for quorum.
  - Attended a two-day meeting for university college presidents and vice-presidents that included other Council chairs.
  - Attended Board of Governors meeting on March 28th. Mentioned to Board that Intake Testing & Assessment Committee have data and are ready to proceed. The Board was very receptive.
  - Plan to attend ACCC in Windsor at the end of May.
4. Committee Reports
  - 4.1 **Degree Proposal Assessment Committee** – No report.
  - 4.2 **Curriculum Approval**
    - ENLT 0092 – High-Level Literacy**
    - NRSG 3190 – Access for Registered Nurses**
    - Discontinue: CMNS 1220 – Advanced Business Presentations and Oral Communication Skills**

**Moved by M. Mott, seconded by R. Clubb,**

**THAT Council approve the above courses.**

**CARRIED**

**4.3 Grants Application Panel**

Jack Finnbogason reported that curriculum development applications are arriving in his office. The deadline for submission is 4:30 p.m. on April 9th. Next meeting will be held on April 18th.

**4.4 Liberal Education Curriculum Committee**

**4.5 International Education Curriculum Committee**

**4.6 Intake Testing and Assessment Committee**

Robin Russell reported that she met with Susan Chambers and Karen Buxton in Institutional Research and Planning and have asked for a number of complex research studies that will take about two to three months to complete. Robin hopes to have these available in June. Rather than looking at aggregate comparisons, she stated that the committee is looking at student outcome indicators and comparing Kwantlen's indicators with other university colleges and colleges on the Lower Mainland. Unfortunately, Kwantlen is at the bottom in many of the indicators. Robin hopes to have a break-down with more complete information in May.

**5. Proposal: Curriculum Revision: B. Tech in IT Program**

Abhijit Sen highlighted the proposed revisions to the B. Tech in IT Program. He stated that changing the program to a 4-year model with two exit points at the diploma and degree levels would address the needs of students who have long-term goals of obtaining a degree. It also would enable them to engage in appropriate career decisions when entering their first year. Abhijit explained that students would have the option of exiting with a diploma in Computer Information Systems at the end of the second year of the program. Students who leave with a two-year diploma will have a better foundation in case they choose to pursue the degree program at a later time.

It was found that students entering the existing degree program lacked Math and English skills, therefore, other changes include increasing the entrance requirements in English 12 from a C+ to a B, and requiring a C+ in Math 12. The 3rd and 4th years will include more advanced courses in computing and advanced LIBED courses.

**Moved by N. Wainman, seconded by S. Lee,**

**THAT Council approve the following revisions to the B. Tech in IT Program (effective September 2002):**

**To change the program format from a 2 + 2 model (2 years for CISY diploma + 2 years for B. Tech degree) to a 4 year model with two exit points: diploma and degree;**

**To change the core course requirements from six prescribed business courses to a choice of three of these six business courses;**

**To add three mandatory courses in Mathematics, Philosophy and English.**

**THAT Council advise the Board of the proposed revision to the entrance requirements for the B. Tech in IT Program from C+ or better in Math 11 to C+ or better in Math 12, and from C+ or better in English 12 to a B in English 12.**

**6. Letter of Intent Culinary and Pastry Chef Certificate Program**

Karen Lemieux informed Council that graduates of the Culinary and Pastry Chef Certificate program would be hired as entry level chefs. When asked the definition of "chef", Karen stated that graduates would enrol in an apprenticeship program with qualified ITAC instructors.

The program has been running for two years (since 1999). The reason Council is reviewing the program is to allow students to access student loans to cover the cost recovery tuition.

On discussion, Council members expressed concern regarding the designation of "Chef", and whether we could be misleading our students (based on the length of the program) and in comparison with similar programs offered at other institutions.

**Moved by Charon Graham, seconded by S. Lee,**

**THAT the developers provide the following information to Council for the May 2001 meeting:**

- 1. A professional definition of the term "Chef";**
- 2. Clarification on the number of times the program has been offered at Kwantlen;**
- 3. Clarification that the length of the program meets Kwantlen's definition of a 'Certificate Program' and who will be issuing the certificate;**

4. **The long-term vision/goals for offering the program;**
5. **Cost of tuition.**

7. Full Program Proposal: Real Estate Development and Feasibility Studies Diploma Program  
Derwyn Owen informed Council that this is partially a cost recovery program in that there are a number of courses that are currently funded through the School of Business.

This diploma will ladder in the BBA degree at Kwantlen and the Bachelor of Business in Real Estate (BBRE) at UBC. It is expected to ladder into the BC Open University's Bachelor of Business in Real Estate degree. Long-term plans are to move the program into base funding if there is enough demand to make it so. Target marketing for the program is people who already work in the real estate industry.

On review, Council expressed concern with respect to a Kwantlen Board member sitting on the Board's Evaluation Committee who works in the real estate industry.

**ACTION: The Council Chair will discuss this with the Chair of Kwantlen's Board of Governors.**

**Moved by S. Lee, seconded by M. Mott,  
THAT Council approve a Full Program Proposal for the Real Estate Development and Feasibility Studies Diploma Program.  
CARRIED with one abstention (L. Anderson)**

8. Full Program Proposal: Diploma in Property Management  
**Moved by J. Finnbogason, seconded by S. Lee,  
THAT Council defer this agenda item to the May Council meeting.  
CARRIED**
9. Should members of Education Council be able to nominate substitutes? If so, should substitutes be allowed to vote?  
**Moved by \_\_\_\_\_, seconded by \_\_\_\_\_,  
THAT Council table this discussion to the alternate Council meeting (date to be confirmed by Recorder).  
CARRIED**
10. Advice to the Board regarding the use of non-academic criteria for determining admission to over-subscribed programs  
**Moved by M. Mott, seconded by J. Finnbogason,  
THAT Council table this item to the alternate Council meeting (date to be confirmed by Recorder) as Roni Clubb, who is a key discussant, had to leave early.  
CARRIED**
11. Should Kwantlen University College establish itself as a receiving institution for Associate Degrees?  
**Moved by M. Mott, seconded by J. Finnbogason,  
THAT Council table this agenda item in order to allow the deans group to discuss the matter in advance of the Education Council discussion.**  

The Chair overruled the motion and entertained a challenge.  
**Moved by \_\_\_\_\_, seconded by \_\_\_\_\_,  
THAT Council allow the original motion to stand.  
CARRIED**
12. Changes to Policy on Requirements for Graduation  
**Moved by \_\_\_\_\_, seconded by \_\_\_\_\_,  
THAT informal discussion of this agenda item be tabled to the May Council meeting.  
CARRIED**
13. Should CE Faculty be able to access internal curriculum development funding via the Grants Application Panel (GAP)?  
**Moved by \_\_\_\_\_, seconded by \_\_\_\_\_,  
THAT informal discussion of this agenda item be tabled to the May Council meeting.  
CARRIED**

14. Next Meeting: The Recorder will canvass Council members to determine the next meeting date.

15. Adjournment  
The meeting was adjourned at 6:30 p.m.