

EDUCATION COUNCIL
April 30, 2001 – 4:15 p.m.
Surrey Campus Boardroom (G2110)
MINUTES

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

- Confirmation of Agenda
Add: #4 – Elections of Council Executive
Renumber subsequent agenda items.
The revised agenda was accepted by consensus.
- Approval of Minutes (April 17, 2001)
The Minutes were approved by consensus.
- Chair's Report
 - The Chair reminded Council members of the proposed June 4th Retreat. Preliminary plans for the agenda include: Evaluation/Assessment of Council, Long-Range Planning, Strategic Planning, Setting Goals. More information re: venue and time will be forthcoming.
 - The Chair advised Council that she sent a note to the Chair, Kwantlen Board of Governors, expressing Council's concern over a possible conflict of interest situation with respect to a Board member voting on the Real Estate proposals. She stated that the Board has subsequently informed her that there is no conflict of interest, as their representative will not achieve any financial gain.
 - The Board accepted the advice of Council with respect to over-subscribed programs.
 - The Board asked for additional information with respect to the curriculum revisions to the Bachelor of Technology Program. Specifically, they would like to see detailed information on the success rates in math for students in the diploma program. The Chair stated that it would be important to look at program outcomes with respect to employment, etc. This highlights the need for on-going program review, which is not being done effectively or systematically.
- Election of Council Executive
In the absence of an ex-officio member, the Recorder agreed to conduct elections for Council Executive.
Results:
Chair: Robin Russell (by acclamation)
Vice-Chair: Charon Graham (by acclamation)
Member-at-Large: Susan Morris (by acclamation)
- Committee Reports
 - Degree Proposal Assessment Committee** – No report.
 - Curriculum Approval**
 - ABTY1399 – Work Experience/Project
 - CULN 1100 – Safety, Sanitation and Cookery Methods

CULN 1101 – Management, Costing and Menu Skills
 CULN 1102 – Cookery Methods
 CULN 1103 – Stocks, Soups and Sauces
 CULN 1104 – Vegetables and Starches
 CULN 1105 – Eggs, Dairy, Salads and Sandwiches
 CULN 1106 – Salads and Sandwiches
 CULN 1107 – Seafood
 CULN 1108 – Meat and Poultry
 CULN 1109 – Baking and Dessert
 HOSP 1101 – Tourism and Hospitality
 HOSP 1102 – Front Office Procedures
 HOSP 1103 – Housekeeping Management
 HOSP 1104 – Hotel and Motel Security Mgmt.
 HOSP 1105 – Hospitality Supervision
 HOSP 1110 – Computer Systems
 HOSP 1115 – Food and Beverage Service
 HOSP 1116 – Food Production Principles
 HOSP 1120 – Hospitality Sales and Marketing
 HOSP 1125 – Food Safety and Serving Hospitality
 MRKT 2111 – Marketing Online
 TRVL 1101 – Introduction to Tourism and Destination Canada
 TRVL 1102 – Tourism in the USA
 TRVL 1103 – Technical Training (Lab) Domestic
 TRVL 1104 – Presentations, Inspections and Guest Speakers I
 TRVL 1105 – Destinations Mexico, Bermuda, Bahamas, and Caribbean Islands
 TRVL 1106 – Domestic Ticketing
 TRVL 1201 – Advertising & Destinations Pacific and Asian
 TRVL 1202 – Destinations South Pacific, Asia, and Africa
 TRVL 1203 – Presentations, Inspection and Guest Speakers II
 TRVL 1204 – Destinations United Kingdom and Europe
 TRVL 1205 – International Ticketing
 TRVL 1208 – Work Experience

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

THAT Council approve the above courses, subject to revisions.

MOTION CARRIED

The Chair informed Council that the following outlines lack clarity around prerequisites, and that further discussion will take place with the dean, prior to next Council meeting.

ACCT 3320 – Introductory Management Accounting
 ACCT 3335 – Taxation
 ACCT 3420 – Advanced Management Accounting
 ACCT 3444 – Auditing
 ACCT 4720 – Advanced Managerial Accounting

5.3 Grants Application Panel

Jack Finnbogason reported on the outcome of the Panel's recommendations to Council for internal curriculum development grants.

Moved by J. Finnbogason, seconded by L. Anderson,

THAT Council approve the following internal curriculum development projects:

- **Workbook Welder/Fitter (Level I Project) - \$10,300**
- **ELTT Millwright Project Work Orders - \$5,000**
- **Global Politics in Political Sciences - \$5,000**
- **Drafting Core - \$9,600**
- **Kwantlen as a world leader in Astronomy Education: Research-based curriculum in the Astronomy laboratory - \$6,300**
- **EASL Curriculum Revisions: Development of New Courses EASL 0085, 0040 and 0030; Revision of EASL 0075 - \$9,576**
- **ClassSpace to CyberSpace: The First Step Manual - \$9,939**
- **Identifying Actual Math Prerequisite Skills - \$9,617**
- **Reading for Trades - \$9,683.25**

MOTION CARRIED

5.4 **Liberal Education Curriculum Committee** – No report

5.5 **International Education Curriculum Committee** – No report

5.6 **Intake Testing and Assessment Committee** – No report

6. Should Kwantlen University College establish itself as a receiving institution for Associate Degrees?

Moved by J. Finnbogason, seconded by S. Lee,

THAT Council recommend to the Board of Governors the following policy:

Kwantlen University College guarantees a minimum of sixty (60) credits to be awarded by a BC College or University College. Students must still meet all specific degree requirements. As Kwantlen University College offers primarily applied degrees, most students will be required to complete bridging courses that will raise the number of credits needed to earn their degrees beyond the traditional 120 credits.

MOTION CARRIED

7. Full Program Proposal: Diploma in Property Management
Deferred to May 28th meeting.

8. Should members of Education Council be able to nominate substitutes? If so, should substitutes be allowed to vote?

On discussion, several Council members expressed the concern that when a member isn't able to attend a meeting, the constituency goes underrepresented. It was suggested that it would be better if an alternate could be appointed. This is of particular concern in areas that function 12 months out of the year, and where that person may be on vacation or professional development.

Another point of concern is the need for information on how the constituent groups were originally formed. The Chair stated that it is the Registrar's duty to balance the representation of the institution. It was suggested that we may need to re-think this with respect to recalculations of membership constituencies.

ACTION: Council members to think about this issue, and bring back to Council in October 2001.

9. Letter of Intent: Culinary Arts Citation Program

Ron Coreau informed Council that after meeting with ITAC, it was determined that students graduating with a Citation from the Culinary Arts Program would enter a Level 1 (entry level) apprenticeship training program. He stated that students from Malaspina and BCIT have higher level skill sets attached to their programs.

When questioned on how the program is reviewed, Ron stated that it is vetted through the Ventures Curriculum Committee, although no one in chef training sits on this committee.

On Page 7, under "Labour Market Demand", it was suggested that information with regard to salaries for chefs could be misleading for students, and does not provide appropriate support for what culinary arts students will actually have on completion of the citation program.

Moved by M. Mott, seconded by S. Lee,

THAT Council recommend that the Board of Governors approve the Letter of Intent for the Culinary Arts Program.

MOTION CARRIED

1 abstention (S. Morris)

10. Discussion: Should CE faculty be able to access internal curriculum development funding via the Grants Application Panel (GAP)

On discussion, it was stated that a large number of Continuing Education programs are now required to go through the same rigorous four to five step review process as the base-funded programs. Therefore, why shouldn't curriculum development grant monies be made available for CE programs?

From another perspective, using public funds to support cost recovery operations seems questionable. However, if CE faculty teaching these programs are part of the faculty association, then shouldn't they have access to GAP funds?

It was suggested that Council might want to explore this issue more fully at the June 4th Retreat.

ACTION: The Chair and Ron Coreau will prepare this topic for further discussion at the Council Retreat on June 4, 2001.

12. Restructuring of the Horticulture Technology Program

Gary Jones answered Council's questions on behalf of the Horticulture Technology Program.

Dieter Thomas, Dean of Horticulture, stated in his April 24th memo that the proposed changes to the Horticulture Technology Diploma Program will be brought to Council for approval in December 2001. The changes are designed to improve enrolment and course utilization rates and to address workload inequalities while retaining the program's academic integrity.

With respect to the proposed revision of program prerequisites that would allow more students to qualify for entry into the program, Council would like to see a detailed report and specific data to support cancelling entry requirements for Science and Math. These reports have been requested not only by Council, but are expected by the Board of Governors.

Gary stated he would take this message back to the Dean.

13. Next Meeting: May 28, 2001 - 4:15 p.m. - Surrey Campus Boardroom (G2110)

14. Adjournment

The meeting adjourned at 6:15 p.m.