

EDUCATION COUNCIL
SEPTEMBER 17, 2001
4:15 P.M.
SURREY CAMPUS (G2110)

<u>Present:</u>	Larry Anderson	Jack Finnbogason
	Gary Arneja	Karin Green
	Roni Clubb	Gary Jones
	Derek Francis	Judith McGillivray
	Charlotte Graham	Barbara Melnyk (Recorder)
	Charon Graham	Susan Morris
	Steven Lee	Maxine Mott
	Jack Finnbogason	Ihor Pona
	Karin Green	Robin Russell (Chair)

<u>Absent:</u>	Jeremy Baker	Graham Rankin
	Linda Condell	Newton Wainman
	Carolyn Granholm	Skip Triplett

<u>Guests:</u>	Jody Gordon
	Tom Radesh

1. Confirmation of Agenda

The Agenda of September 17, 2001 was confirmed by consensus.

2. Approval of Minutes

The Minutes of May 28, 2001 were approved by consensus.

3. Chair's Report

- The Chair met with the Council Executive on July 17th, to plan agenda items for the 2001/2002 academic year. These items were largely identified in the Meta Evaluation. Council's immediate goal will be to formalize the Strategic Plan and to review the issues documented at the June 4th Council Retreat.
- The Chair stated that she is the Council of Education Council representative on SCOEA. The Core Review document was reviewed at the last SCOEA Meeting, and it is very clear that 'performance' words are beginning to creep into educational agendas. British Columbia has looked at performance indicators for a number of years. A reference to Education Council is now included in the Core Review document. The Chair is booked into a conference in Victoria on Key Performance Indicators.
- The Chair reminded Council members that the Intake Testing and Assessment Committee Report would be on the October agenda, and that feedback from their constituents is important. **ACTION:**
The Recorder will e-mail the Report to Council members.

4. Committee Reports

4.2 Curriculum Approval

ACCT 3380 – Managerial Finance

CSWC 1276 – Professional Practice II

CSWC 1375 – Professional Practice III

JRNL 2350 – Directed Study

Discontinued Courses

FREN 0099 – Conversational French for Beginners

NRSNG 1110 – Health 1: Health Styles

NRSNG 1120 – Professional Growth 1: Nurses’ Work

Moved by R. Clubb, seconded by K. Green,

THAT Council approved the above new and discontinued courses.

(MOTION CARRIED)

4.3 Grant Applications Panel

Jack Finnbogason has asked those groups who received partial funds for GAP grants to report on how they would be scaling back their proposals. A final report will be sent to Council after March 31, 2002.

4.4 Liberal Education Curriculum Committee

No report

4.5 International Education Committee

No report

4.6 Intake Testing and Assessment Committee

No report

5. New Education Council Sub-committee

The Chair stated that the current standing committees no longer represent the whole spectrum of work that is being done or needs to be done if Education Council is to meet its mandate. She suggested that three areas stand out:

- (i) The Language Competency Liaison Committee is an on-going, ad hoc group that has been very active in looking at cross-discipline English language issues. They have asked to be made a standing committee.

Moved by J. Finnbogason, seconded by I. Pona,

THAT Council accept the Language Competency Liaison Committee’s application to become a standing committee of the Education Council.

(MOTION CARRIED)

- (ii) The Chair stated that a Degree and Program Evaluation Committee is required to undertake systematic reviews of the more than 90 degrees and programs currently offered at Kwantlen. She suggested that the current model of the Degree Proposal Assessment Committee should be the basis for this complementary evaluation committee.

Moved by J. McGillivray, seconded by R. Clubb,

THAT Council establish a Degree and Program Evaluation Committee as a standing committee of Education Council and that this committee be modeled on the current Degree Proposal Assessment Committee.

Council expressed concern regarding the name of the committee and the fact that it would be modeled on the Degree Proposal Assessment Committee given that evaluation is quite

different than initiation. Council agreed that a formal program evaluation process should include representation from a broadly based constituency. It was suggested that the committee's job would have an evaluation and a monitoring aspect. The Vice President, Education would like to create a 25% Time Release (effective January 2002) for the Chair of the committee.

Moved by M. Mott, seconded by I. Pona,

THAT the previous motion be amended as follows:

THAT Council establish a standing committee to establish a program evaluation process and that it have representation from across the divisions.

(MOTION CARRIED)

- (iii) The Chair would like to see a limited-time committee put in place to review the current status of Kwantlen's educational policies and to make recommendations to Council on any serious gaps in renewal and review with respect to policy maintenance. The role of the committee would be to review the policies and their current implementation/interpretation within a set period of time.

Moved by Charon Graham, seconded by S. Lee,

THAT Council establish a Policy Review Committee with a mandate to review all policies that fall within the powers or the advisory role of the Education Council, as stated in the Act.

(MOTION CARRIED)

Ihor Pona and Derek Francis offered to sit on the Policy Review Committee. The Chair asked for other volunteers from Council membership, and suggested that membership can be drawn also from other areas in the university college. The Chair stated that she would send a memo to each divisional dean asking that they appoint one or two faculty members who bring either expertise in program development or strong interest in program evaluation to attend a forthcoming meeting.

6. Discussion: A Timely Approach to Course Changes

The Language Competency Liaison Committee forwarded their recommendation to use the on-line calendar as the definitive calendar and to establish yearly deadlines for implementation of changes. Given that Kwantlen will be switching entirely to on-line registration, the Chair opened the floor for discussion.

Moved by Charlotte Graham, seconded by S. Lee,

THAT Kwantlen University College establish three deadlines a year (September 1, January 1 and May 1) for course changes to be accepted and implemented for the following semester and that these changes be implemented through the on-line calendar.

Derek Francis stated that numerous institutions are struggling with this. The printed calendar is regarded as the legal contract between the institution and the students. There is a legal issue with respect to making the on-line calendar the definitive calendar. Kwantlen is waiting for clarification from UBC given that they are currently seeking a legal opinion on this matter.

The Chair stated that Council is not in a position to vote on this motion as yet, and suggested that the motion be postponed and that the Curriculum Approval Sub-committee be asked to review the principles used for changes in course implementation. Council members agreed.

7. **Policy Additions: Degree Completion**

In April 2001, Education Council approved a motion to harmonize completion timelines in Policies C.13, C.14 and C.15. While this action addresses requirements for completion of Citations, Certificates, and Diplomas, there appears to be no policy covering degree programs. The Calendar states on page 38 that Bachelor Degrees must be completed within 20 years; however, a search of the on-line policy manual revealed no policy basis for this statement.

ACTION: Derek Francis will ask Jody Gordon to review timelines for Kwantlen's Associate Degrees, and will follow-up with respect to harmonizing the completion timelines in Policies C.13, C.14, and C.15.

8. **Discussion: Admission Requirement for International United States Students**

Moved by D. Francis, seconded by K. Green,

THAT Kwantlen University College amend its admission requirement for international United States of America students as follows: "International students from the United States of America will only be admitted to the University College if they have graduated from high school, obtained their GED, or passed a U.S. government approved exam that is deemed equivalent to high school".

(MOTION CARRIED)

Derek Francis stated that we currently have six U.S. students attending Kwantlen. Also, we are engaged in an activity in Seattle where we are attempting to open up more connections with American institutions (particularly in Washington). We also hope that we will not lose our federal loans certification.

The Chair noted that at the present time, a student must be a U.S. citizen to apply for the loan program. This may be reversed in a year.

9. **Discussion: Education Council June Retreat** – Deferred to October 1, 2001 meeting.

10. **Joint Education Council / Board of Governors**

Moved by S. Lee, seconded by Charon Graham,

THAT Council appoint interested members to serve on the Joint Council.

(MOTION CARRIED)

At the Education Council Retreat in June, Council members noted that the relations between the Board and Council were uncertain. When this was raised at the Joint Council meeting on June 19th, Board members present expressed support for holding information sessions. The initial focus would be to share views and develop mutual knowledge on topics such as program changes, success and access, and accountability and monitoring.

The Chair invited Council members (according to their expertise) to attend Joint Education Council/Board of Governors meetings on an ad hoc basis. Council members requested that the Chair provide a context for future Joint Council meetings.

11. **Education Council Marketing and Communication** – Deferred to October 1, 2001 meeting.

12. **Next Meeting: October 1, 2001 – 4:15 p.m. – Surrey Campus Boardroom (G2110)**

13. **Adjournment**

**Moved by R. Clubb, seconded by S. Lee,
That Council adjourn its meeting at 6:20 p.m.
(MOTION CARRIED)**