

EDUCATION COUNCIL
October 1, 2001 - 4:15 p.m.
Surrey Campus Boardroom (G2110)
MINUTES

Present: Larry Anderson Judith McGillivray
 Roni Clubb Maxine Mott
 Jack Finnbogason Robin Russell (Chair)
 Derek Francis Newton Wainman
 Charon Graham Barbara Melnyk (Recorder)
 Karin Green Susan Morris
 Steven Lee

Absent: Gary Arneja Ihor Pona
 Jeremy Baker Graham Rankin
 Linda Condell Carolyn Granholm
 Charlotte Graham Skip Triplett
 Gary Jones

Guests: Jody Gordon
 Mary Androsiuk

1. Confirmation of Agenda

The Agenda of October 1, 2001 was confirmed by consensus.

2. Approval of Minutes

On page 3, (iii) – add: “The Chair will be asked to recruit members to the Program Evaluation Committee.”
The revised Minutes of September 17, 2001, were approved by consensus.

3. Chair’s Report

The Chair has written to divisional deans asking them to put forward the names of one or two people who would agree to serve on a Task Force to establish the Terms of Reference and Mandate for a Program Evaluation Committee (PEC).

- The Chair recently attended the CoEdCo meeting and brought up the issue of Program Evaluation. Kathleen Bigsby will provide Ministry guidelines. If Education Council members are interested in attending the PEC meeting, please let Barb know. Also, there will be student representation on PEC.

ACTION: The Chair will send out a note to the Kwantlen Student Association asking for student representatives for PEC.

- The Chair has received many compliments about Kwantlen’s degree advisory process. She stated there has been much discussion with respect to applied degrees. The Chair is developing a compendium of definitions on applied degrees for the university colleges, as people appear to be operating under different assumptions.
- The Joint Board of Governors/Education Council meeting was cancelled. The next Board meeting will be held on October 24th. The Chair will also attend a Board Retreat on October 20th.

4. Committee Reports

4.2 Curriculum Approval

The Chair withdrew EASL 0085 – English for Academic Purposes – Level 4. The course developer is talking to the English Department about articulation with UT English.

4.3 Grant Applications Panel

Jack Finnbogason will issue a reminder on how best to submit applications for GAP grants. Documents will be available electronically.

4.4 Liberal Education Curriculum Committee

No report

4.5 International Education Committee

No report

4.6 Intake Testing and Assessment Committee

No report

4.7 Language Liaison Competency Committee

No report

5. Appeals Process Review

Jody Gordon provided Council with a review of Kwantlen's appeal process. She stated that any academic or admission decision is subject to appeal. Students would submit the appropriate form and summarize their extenuating circumstance with suitable documentation. If the Associate Registrar or Dean denies the appeal, the student may appeal the decision at the Appeal Committee. In the case of a grade appeal, the dean may direct a Committee of Scholars to investigate the appeal. Although the final decision rests with the dean, the Appeal Committee may hear and remedy an appeal based on an allegation of discrimination contrary to the Human Rights Act or to the Act establishing the Ombudsman's Office. Should any party to an appeal wish to pursue the matter beyond the decision of the Appeal Committee, then he/she can request further consideration of the Vice President, Educational Services. Following the decision of the Vice President, students may pursue the matter further and request consideration by the President.

Jody explained that the number of appeals range in numbers from two to three hundred annually, however, the number of appeals that come forward past the Appeal Committee are miniscule. Students are encouraged to consult with counsellors to obtain candid advice.

Derek Francis remarked that our legal counsel tell us Kwantlen has been very good in their handling of appeal issues. We have had one appeal only that went to court, and the student lost in that appeal.

6. Appeals Review Sub-Committee

Should Council strike a sub-committee to examine the current appeal practice, its outcomes, legal policy, etc.? The Chair stated that this issue arose at Council's June Retreat.

Moved by D. Francis, seconded by S. Lee,

THAT Education Council establish an Appeals Policy Review Sub-Committee with a mandate to review policy and implementation and to make recommendations to Council regarding updating or renewal. (MOTION CARRIED)

Derek Francis offered to work with Derek Nanson, Jody Gordon, and possibly a student and return to Council with recommendations.

On discussion, several believed it would be important to have faculty representatives on the sub-committee.

ACTION: The Chair will send a message to Deans asking them to appoint people from various areas who are outside the operation of the appeal system.

7. Establishing Minimum Level English Competency

Charon Graham, Vice-Chair, assumed the Chair position for this agenda item.

Robin Russell stated that in March 2001, Education Council assigned the Intake Testing and Assessment Committee the task of gathering information in support of establishing minimum threshold requirements for English language competency. This motion came in response to concerns that arose after the committee had examined a wide variety of documents that included semester grade distribution reports and found that many courses demonstrated serious retention and success problems. The Report was distributed to Council members last spring with the directive that members would consult with their constituents and provide feedback for Council's October 2001 meeting.

Discussion points:

- approximately 70% of students who apply late appear to be students who could use the courses we are offering
- in order to input a minimum 'C' grade for grade 12 English, there would be an impact on resources and funding in the Registrar's office
- perhaps we could develop a first year English course designed for second language students. Apparently, this is available at VCC. This course could be offered to all students who face a challenge with first year English
- everyone who is admitted to Kwantlen should undergo placement testing. This might be costly in the initial set-up, but would identify 'at risk' students
- would be more comfortable if we had resources in place to deal with those students who cannot find any alternate educational means
- need to create space for displaced students. One of the only ways is the rationalization of programs and the shifting of FTE's. We ought to be exploring some type of testing vehicle.

- We already have an assessment process in place. A student can contact Admissions and request testing. It is not a matter of availability but of capacity.

**Moved by N. Wainman, seconded by J. McGillivray,
 THAT Council approve the recommendation to establish a minimum threshold for English language competency for all university transfer and career/professional courses.**

THAT the minimum threshold should be as broadly defined as possible by including achievement, placement, and enrolment criteria:

1. 'C' in English 12 or 'C' in Communications 12 or (213 CBTOEFL with Writing Band 4) or
2. Placement in English 0099 or ACPE 0081 or ACPE 0091, or
3. Enrolment in EASL 0075 or ACPE 0070

(MOTION CARRIED)

(1 ABSTENTION: Maxine Mott)

It was noted that the earliest that this could be implemented would be January 2003.

8. **Education Council – June Retreat**
 Deferred to November meeting.
9. **Education Council Marketing and Communication**
 Deferred to November meeting.
10. **Statement Regarding Academic Freedom**
 Deferred to November meeting.
11. **Admission Point System in the Collaborative Nursing Program**
 Roni Clubb explained that starting in 2002, the Collaborative Nursing Program would admit 32 students into each of the Fall and Winter semesters respectively. The expectation is that applicants will far exceed the number of available seats in each semester. In anticipation of large numbers of applicants the CNP is proposing a new approach to the admission process. As a result, applicants will be sorted and classified for the two intakes differently depending upon the semester requested for admission. It was explained that the admission system gives non-high school students a chance to enter the program.

**Moved by L. Anderson, seconded by J. McGillivray,
 THAT Council approve distribution of the 32 CNP seats as follows:**

- 8 seats dedicated to applicants currently enrolled in high schools who will enter through random selection
- 8 seats drawn through random selection (which could include high school student applicants not drawn in the previous 8
- 16 seats assigned to those students with the highest points calculated from the following criteria:

Ø	Geographical location	1 point
	(geographical location is defined as those applicants who reside within the Kwantlen catchment region)	
Ø	Relevant education experience	6 points
	(6 points to be calculated from:	
	Biology 1160	1 point
	Biology 1260	1 point
	English 1100 level	1 point
	English 1200 level	1 point
	Elective	1 point
	Elective	1 point
Ø	Persistent interest in the program	2 points
	(1 point allotted for each previous unsuccessful admission attempt)	
Ø	Aboriginal applicant	<u>1 point</u>

TOTAL

10 POINTS

Both Fall and Winter intakes will adhere to the Fall criteria, and both intakes will have one application date (November 1). Sixty-four (64) students will be accepted at that time.

(MOTION CARRIED)

12. Next Meeting: November 5, 2001 – 4:15 p.m. – Surrey Campus Boardroom (G2110)

13. Adjournment

The meeting adjourned at 6:20 p.m.