

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

Present:

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

Absent:

Gary Arneja	Ihor Pona
Charon Graham	Skip Triplett
Gary Jones	

Guests:

Tom Radesh	Elizabeth Lamberton
Roger Elmes	Tracey Kinney
Jane Hayes	Steven Lee (KSA)
Lucie Gagne	

1. Confirmation of Agenda

The Agenda of November 5, 2001 was confirmed by consensus.

2. Approval of Minutes

On page 3, under "Appeals Policy Review Sub-Committee", the Chair clarified the action statement as follows: "The Chair will send a message to deans asking them to appoint people from various areas in the University College who are responsible for implementing Appeals policy".

3. Chair's Report

- The Chair stated that she recently attended a conference on Institutional Research. Those who attended from Kwantlen will pull thoughts together in a "round table discussion".
- Three new Council standing committees have been struck: Policy Review Committee, Appeals Review Committee and Program Evaluation Committee (PEC). The PEC will take a formative rather than punitive view in evaluating programs. If interested, Council members can access a number of documents from the SCOEA Website with respect to program evaluation. The PEC will next meet in January.
- The Chair will attend the next Deans' Meeting on November 8th, to inform them of recent Education Council standing committees and initiatives.
- The Board accepted the recommended changes to English language competency. Judith McGillivray remarked that in the spring, her office would examine all UT courses to specifically identify those students who were unable to register but who could have met the English prerequisite. We want to find out the number of students who couldn't register and whether they would have been able to fill the spot. Some programs, such as Science, have expressed concern regarding future enrolment. Of the turn-aways, it is likely there will be students who do have the 'C' and will be able to fill those seats.
- The Chair stated that the Board of Governors approved in principle the Admission Point System for the collaborative Nursing Program. However, the Board had concerns around the two points assigned for persistence, as they believe this would give a student outside Kwantlen's region a better admission chance than a student who resides in Kwantlen's catchment area. Also, there was concern expressed on this, specifically on whether Government is mandating such an initiative.

4. Committee Reports

4.1 Degree Proposal Assessment Committee

Dana Goedbloed stated that DPAC is not reviewing many new programs due to the temporary suspension on degree/non-degree development, and will spend more time looking at the format and process for review of both non-degree and degree programs. DPAC will be setting up a manual much like the course outline manual. This will be available on the Intranet 'Plaza' site. We have assigned a large part of this task to Alice Macpherson, who also will assist in the writing of degree proposals. Deans have indicated that a lot of time is taken up learning the process, and we believe that Alice will

be helpful as a resource person to move this ahead.

4.2 Curriculum Approval

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

THAT Council approve, pending suggested revisions, the following new courses:

ABTY 2110 – Administrative Management

ABTY 2120 – Project Management

APPD 0021 – Career Awareness

APPD 0031 – Job Preparation

APPD 0220 – VST: Automotive Assistant

APPD 0250 - VST: Food Service Assistant

CRIM 2214 – Corrections: Theory and Practice

ENVI 1112 – Environmental Science

ENVI 3112 – Environment and Society

EQUA 1265 – Equine Heredity and Genetics

HORT 1116 – Introductory Equipment Maintenance

HORT 1155 – Introductory to Plant Identification

HORT 1217 – Introductory Equipment Maintenance

HORT 1224 – Landscape Drafting

HORT 1255 – Plant ID II

INFO 3140 – Advanced Data Communications Systems

NRSNG 1231 – Self and Others 2: Creating Health Promoting Relationship

NRSNG 12141 – Nursing Practice 2

PRLN 1142 – Computer Skills

The following courses were held back pending requests for articulation/consultation with various internal departments:

ABTY 2130 – Advanced Writing Skills

APPD 0210 – VST: Childcare Option

APPD 0230 – VST: Clerical Assistant Program

4.3 Grant Applications Panel

Jack Finnbogason stated that he and Barb are working on a template that will be sent to those who have received GAP grants. This will remind and assist them to report back by April 1, 2002. Also, Barb will circulate the 'Call for New Proposals' in the next few weeks. We hope to have this out earlier than last year.

4.4 Liberal Education Curriculum Committee

Roger Elmes reported that the Committee is currently examining UT courses that meet LibEd learning outcomes for Kwantlen's degree programs. Students will then be able to choose those courses they would like to take to achieve the 18 credit LibEd requirement. Also, Roger stated the Committee is exploring "orphan" 3rd/4th year courses (that are not currently attached to a degree program) in order to schedule them to meet 3rd year requirements. The Director of Finance is hopeful there will be money to fund these.

Roger also alerted Council that when a new program is implemented, funding to provide support courses outside the core area is not returned to the core area.

4.5 International Education Committee

Derek Francis reported that Kwantlen has the same number of international students as last Fall, however revenue has increased. There are 60 students in the Homestay Program. We are pleased with the Code Mobility Project, initiated by Interior Design. We have entered a partnership agreement with an institution in Chile, and there are exchange possibilities for our students at an institute in Helsinki, although not many of our students speak Finnish. We are about to conclude an agreement with the Hong Kong Polytechnic Institute and we are exploring where their two-year technical students can complete a degree. The Collaborative Nursing Program students will return to Nepal in March 2002. As well, we are investigating how we can manage block transfers with foreign institutions.

4.6 Language Competency Liaison Committee

See attached minutes.

4.7 Intake Testing and Assessment Committee

No report

4.8 Program Evaluation Committee

No report.

4.9 Policy Review Committee

No report.

4.10 Appeals Policy Review Committee

The first meeting will take place in Surrey on _____. Susan Morris is organizing and initiating the

proceedings.

5. **Program Portfolio Review**

This item deferred to December meeting.

6. **Statement Regarding Academic Freedom**

The statement included in the Council agenda package is the statement Kwantlen University College attached to the AUCC submission.

On discussion, Council believe the statement should address conflict of interest, as found in the SFU statement. Do we renounce academic freedom in order to make money for research? In the context of labour relations versus universities, there is a different structure. Academic freedom has implications when working with collective agreements.

ACTION: The Chair will explore other academic freedom statements and return this issue to Council at a subsequent meeting for further discussion.

7. **Education Council Marketing and Communication**

The Chair stated that she hoped to enhance Council's online 'intranet' space in order to provide additional information.

8. **Electing Alternates for Education Council Membership**

The Chair commented that making quorum every month at Council meetings is sometimes a dodging business. Several institutions now elect alternates and a decision is made on which meetings each person will attend.

ACTION: Defer item for further discussion. Note that we will need to decide on this prior to May/June elections.

9. **Letter of Intent: Diploma in Early Childhood Education**

Maxine Mott spoke on behalf of the developers. She explained that the proposal is a combination of three semester certificate and post basic courses that will now form a diploma. The ECE diploma was initiated by graduates who, after completing ECE courses, said that they were disadvantaged financially without a diploma. Curriculum content is geared around the competencies and licensing in BC. The Program was vetted and found to be excellent. We expect there will be a number of graduates who will return to Kwantlen to complete a diploma.

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

THAT Council approve the Letter of Intent for a Diploma in Early Childhood Education.

(CARRIED)

10. **Proposed Five-Year Moratorium on all pro forma Course Outline Revisions**

At its meeting on June 22, 2001, the Social Sciences and Music Curriculum Committee presented a motion which had been carried unanimously at the Music Curriculum Committee meeting of June 5th, proposing a five-year moratorium on all *pro forma* Course Outline revisions. The Chair opened the issue up for discussion.

- When applying for AUCC membership, it was found that many Kwantlen courses had not been revised for up to 20 years.
- It was noted in the Meta Evaluation Report that Kwantlen has not consistently evaluated. If we were to go with a 5-year moratorium, it could be 9 years before we look at certain courses (in terms of a time frame).
- The frustration in revising course outlines falls across all departments, not just the Music Department.
- The issue is that curriculum committees can no longer check content and integration but are reduced to checking formatting.
- Content expertise resides at the departmental level, however, Karen Metzger has the task of removing a lot of the trivia. This has worked in some areas.
- The big challenge is having to review courses every three years, and the frustration we experience with the current process to complete the review. Often different expectations are applied and we have to try to guess what these might be. A five-year time frame seems much more reasonable.
- We should be addressing semantics as opposed to content. We spend hours on formatting and on grammar issues. The process is very frustrating.
- A change in process should be for all departments not just one.

Moved by J. McGillivray/seconded by L. Anderson,

THAT Council's concerns be sent back to each of the divisions for further input and that this issue be sent as a priority item for consideration by the new Program Evaluation Sub-committee. It was requested that the Program Evaluation Committee be asked to develop a plan of action and that the

Committee consider appropriate time lines for course revisions.

(CARRIED)

It was also suggested that curriculum committees be asked to examine their programs' curricular structures with respect to PLA, E-Skills and Learning Outcomes.

11. **For Information: Change of Names – Applied Business Technology Options**
Deferred to December Council meeting.
12. **Next Meeting: December 3, 2001 – 4:15 p.m. – Surrey Campus Boardroom (G2110)**
13. **Adjournment**
The meeting adjourned at 6:15 p.m.