

JRNL 4110 – Business and Management
JRNL 4130 – Advanced Editing
JRNL 4140 – Work Experience II
JRNL 4190 – Directed Study Honours I – Research
GRVD 2321 – Communications Design, Consumerism and Popular Culture
Discontinued Course
GRVD 1121 – History of Graphic Design

4.3 Grant Applications Panel

On behalf of the Chair, Jack Finnbogason, Barb Melnyk reported that the Call for Proposals would be sent in early January. These will follow the same format as last year.

4.4 Liberal Education Curriculum Committee

No report

4.5 International Education Committee

No report

4.6 Language Competency Liaison Committee

No report

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

Susan Morris informed Council that the Appeals Policy Review Committee met on November 28th. Brynn Bourke, Steve Hanson, Jane Yamamoto, Jody Gordon, Derek Nanson, Derek Francis, Andrew Bartlett, Robyn Rushford and Robin Russell were in attendance. Robyn Rushford was elected as Chair. The object of this committee is to review the Appeals Policy process and bring a draft plan to the February Council meeting.

5. Program Portfolio Review

Skip Triplett explained that Kwantlen recently received the 2002/03 Program Profile budget request from Ministry. This is a reporting document wherein the University College informs Ministry of our budget requirements program by program. We are then advised on how many FTE students we will be authorized to accept into each program.

This year, rather than making new requests, Kwantlen has been told that for the next three years increases in our funding will be 0 – 0 – 0. We have escalating salary costs because of our two collective agreements, and we are committed to those increases. Kwantlen will produce profile responses that illustrate a number of different scenarios. If we are not funded for those salary increases, we are looking at a 4.1 million dollar shortfall. The only area we can find this shortfall will be in our programs. It will not be found in administrative efficiencies. Last year in a national study by KPMG, Kwantlen's administrative efficiencies ranked among the top for Canadian colleges and universities. Kwantlen is also hurting on the support side because we haven't kept up with our growth.

In the next month, we will be reviewing our programs. Some of the least favorite options may be to reduce the number of options in a diploma, to reduce the number of sections in programs, or to cut entire programs. In a situation like the latter, we will explore selective early retirements. Least favorite of all will be layoffs. Administration will consult with Education Council, and we may have to ask Council to identify criteria for program cuts. We'll keep Council informed as we work out the numbers. We have restructured the Vice Presidents' portfolios and strengthened the Foundation in order to begin earning new revenue and gifts. Also the tuition freeze may begin to thaw, but we have no indication of how or when.

Judith McGillivray offered to summarize Ministry's Program Profile requests, and will distribute this in a separate document to Council's list serve.

6. For Information: Applied Business Technology Options

The following areas in ABTY will change their names:

- Integrated Bookkeeping Systems Option to Accounting Assistant Option
 - Automated office systems Option to Administrative Assistant Option
- These option name changes came about to reflect the nature of the positions that students will be able to perform upon successful completion. The curricular content and presentation modes

remain the same.

7. **Gerontology-Based Recreation Program**

The Gerontology-Based Recreation Program was developed by Kwantlen University College in 1992 to meet the needs of long-term care facilities undertaking voluntary accreditation. In 1997, the licensing standards for British Columbia required that all recreation/activity staff be trained. In February 2001, an advisory committee composed of representatives from varied settings and graduates of the previous programs was established to provide current requirements from the workplace.

On discussion, Council asked the developers to check the pagination in the document as it may have shifted in the revision.

On page 2, when pointing out the demographics, it was suggested that our own region be included.

Pages 7 and 8 show redundancy statements.

Moved by S. Lee, seconded by R. Clubb.

THAT pending suggested revisions, Council approve the Letter of Intent for a Certificate in

Gerontology-Based Recreation.

CARRIED

1 Abstention (Paul Browning)

8. **Changes to Diploma Requirements for the Marketing Management and Accounting Diploma Programs**

The Marketing Management and Accounting programs wish to change their prerequisites for their diploma requirements. Both programs will require one course in Applied Communications excluding Communications 1110 and English, excluding English 0099. These changes will enhance the student's verbal and written skills. This also brings the programs in alignment with the Education Council requirements regarding liberal education requirements for degree programs.

On discussion, Council acknowledged that these changes would need to go forward to the Board for final approval, as this is an access issue for students. Council questioned why CMNS 1105 had not been included also. They would like a breakdown in the number of credits. Also, the enrolment date will need to be changed.

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

THAT Gordon Lee attend the next Council meeting in January to clarify the changes.

CARRIED

9. **Revision to the Admission Point System for the Collaborative Nursing Program**

As requested by the Board of Governors, the Admissions Committee of the Collaborative Nursing Program reviewed and revised the admissions point system. The Division of Community and Health Studies Curriculum Committee have approved the revisions. The revisions to the point system address the Board's concerns of:

- Discrepancy between the points allotted for students living in the Kwantlen catchment area and points assigned to persistent interest in the program;
- Appearance that students living outside the Kwantlen catchment area have an unfair advantage for admission.

With respect to an aboriginal applicant, Judith McGillivray will provide information for the next Board meeting in January. She will make a recommendation at the access policy level. This is done at many other BC institutions, not only for First Nations students, but also for other minorities.

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

THAT Council accept the revised Admission Point System for the Collaborative Nursing Program.

CARRIED

10. **Continuation Criteria for Fashion Design – Third Year**

Commencing in September 2002, the requirements for continuation for the third year of the Fashion Design and Technology program need to be modified to an "average of 2.7 GPA or higher with a final grade of B- or greater in FASN 2200 - Design Drawing II and FASN 2220 - Drafting and Sewing IV".

The above courses are at the heart of the curriculum for the Fashion Design Degree program. Understanding and skill developed through these courses needs to be at a greater than satisfactory level of demonstrated achievement in order that students will be able to successfully engage in third year courses.

This item was approved by DPAC at the May 2001 meeting, and when submitted to Education Council

thereafter, Council suggested that Applied Design assign Mastery to the courses. However, Mastery would not work in this case, as it would prevent weaker students who were not intending to continue to take the degree from graduating with the diploma.

At the present time, students need only have a 'C' to finish their diploma. Those students who intend to go on to the degree will be better prepared for success if they have a 'B-' or greater in FASN 2200 and 2220.

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

THAT Council recommend modification of the requirements for continuation in the third year of the Fashion Design and Technology program, but that the Coordinator and the Dean work on the background information and wording to make the recommendation more acceptable.

CARRIED

11. Registrar's Attendance at Education Council Meetings

Moved by D. Francis, seconded by G. Jones,

To accept a change to the Education Council By-Laws. This will serve as a 'Notice of Motion'.

Council suggested that the Chair distribute this information more broadly stating that Council would like to invite the Registrar to sit as an *ex officio* member of Education Council.

This item will be voted on at the January Council meeting.

12. Education Council Members' Attendance at Divisional Chairs Meetings

The Chair suggested that having Council members attend Divisional Chairs Meetings would be an effective way for turn-around of Council information.

Council members expressed concern with respect to their current workload. It was suggested that a more efficient dissemination of information would be a better use of everyone's time.

Moved by P. Browning, seconded by S. Lee,

THAT Council encourage its members to report back to their constituents on a regular basis.

NOT APPROVED

ACTION: Derek and Judith will arrange to have a List serve set up for each Council member and his/her constituencies.

13. Review of the Education Council Meta-Evaluation Report and the Summary of the External Evaluation Team

The Chair asked Council members to review the report. A more extensive discussion will be arranged once the written report is received from the External Evaluation Team.

14. Next Meeting: Monday, January 7, 2002 – 4:15 p.m. – Surrey Campus Boardroom (G2110)

15. Adjournment

The meeting adjourned at 6:15 p.m.