



**POLI 2120 – Government and Politics of the Prairie Provinces  
(MOTION CARRIED)**

The Chair informed Council that the GBRC course outlines would be reviewed for the next meeting.

**4.3 Grant Applications Panel**

The Call for Proposals will be sent out next week. We are still confirming GAP membership, but hope to have our first meeting toward the end of January.

**4.4 Liberal Education Curriculum Committee**

No report

**4.5 International Education Committee**

Derek Francis announced that the first person to visit Kwantlen from the Chilean Institution is in class this week.

**4.6 Language Competency Liaison Committee**

No report

**4.7 Intake Testing and Assessment Committee**

A meeting is scheduled in February.

**4.8 Program Evaluation Committee**

A meeting is scheduled within the next few weeks.

**4.9 Policy Review Committee**

Charon Graham announced that a meeting will take place on January 18th.

**4.10 Appeals Policy Review Committee**

Susan Morris announced that Robyn Rushford was elected as the Chair. A meeting is scheduled for later this month.

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

Arthur Coren reported that there is no change to the entrance requirements for the Marketing Management and Accounting programs, therefore this is not deemed to be an access issue. However, English is now required as a course in these programs, and students will need to upgrade their skills. There are a number of reasons for making English a requirement. The Conference Board of Canada and the Business Council in BC have identified that communication skills, both written and oral, are important for business and industry. Also, Kwantlen's degree programs must now include a University Transfer English course. To answer Council's question regarding the inclusion of CMNS 1105 as a prerequisite for the program, it was pointed out that this course was designed for students in the Floristry program, and would not be appropriate for these programs. If changes are approved, students will require both CMNS 1140 and a UT English course. This will not jeopardize the program content in any way.

**Moved by J. McGillivray, seconded by S. Morris,**

**THAT Council approve changes to the diploma requirements for the Marketing Management and Accounting programs by adding a University Transfer English course.**

**(MOTION CARRIED)**

**6. Registrar's Attendance at Council Meetings**

**Moved by C. Graham, seconded by D. Francis,**

**THAT Council approve that the Registrar shall sit as an ex officio member of Education Council.**

**(MOTION CARRIED)**

This represents a change in Education Council By-Law Article 2.05 (1). President Skip Triplett stated that he approves of this change.

The Chair welcomed Jody Gordon as an ex officio member of Education Council.

**7. Continuation Criteria (Third Year) for Fashion Design and Technology Program**

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

**THAT Council not accept the wording in the present document, and that the Chair contact the Dean and the Coordinator and offer to assist them in clarifying the information and forming a motion.**

**(MOTION CARRIED)**

**2 abstentions**

Note: The following information represents the re-write of the background, rationale and recommended action that was subsequently approved at the Board of Governors meeting on January 16, 2002.

Background

It is common practice for all of the degree programs at Kwantlen that provide access at Year 3 to degree

completion to have entrance criteria into Year 3 that includes a minimum GPA from the appropriate diploma (or equivalent). In addition, select degrees also identify minimum grade achievement in select courses at the diploma (or equivalent) level. Examples are:

§ Bachelor of Applied Arts (Psychology) – requires an Associate Degree in Psychology (or equivalent) with a cumulative GPA of 3.0.

§ Bachelor of Technology in Information Technology requires a cumulative GPA of 2.7 or better.

§ Bachelor of Business Administration in Entrepreneurship and Leadership and in Accounting requires a cumulative GPA of 2.7 or better.

The requirements for completion of the corresponding diploma or associate degree are lower. For example, to graduate with an Associate Degree in an Arts area requires a minimum grade of C (2.0 GPA) in each course. The Associate Degree in Science requires a minimum overall accumulated GPA of 2.0 in the courses that count towards the Associate Degree.

### **Recommendation**

**THAT the Board of Governors approve the motion that commencing September 2002, the requirements for entry (or continuation) into the third year of the Fashion Design and Technology program be modified to “an average cumulative GPA of 2.7 or higher with a final grade of B- or greater in FASN 2200 (Design Drawing II) and FASN 2220 (Drafting and Sewing IV).”**

### **Rationale**

As in other degree programs, the skill sets required to be successful in degree completion courses include a higher GPA overall and a minimum B- grade in core courses that serve as the underpinnings to select degree courses.

### **8. CTC Horticulture Technician Program**

The School of Horticulture recently engaged in discussions with the four school districts in the South Fraser CTC Region (Delta, Surrey, Richmond and Langley). The object was to make the Horticulture Technician Certificate program available to secondary school students. With ITAC funding in place and CTC funding committed to cover student tuition on a yearly basis, the School of Horticulture proposes to work in partnership to offer the 30-credit Horticulture Technician Certificate program to grade 11 and 12 students. This program will allow high school students to graduate with a completed post-secondary credential from Kwantlen. This credential may be used as:

§ a stand-alone technician certificate for employment in the horticulture industry;

§ the first year towards a Horticulture Technology Diploma, or

§ the first of four years of study leading towards a BBA in Entrepreneurial Leadership.

**Moved by D. Gallagher, seconded by S. Morris,**

**THAT Council approve the proposed program changes to the Career Technical Centre Horticulture Technician program.  
(MOTION CARRIED)**

Council questioned whether it would be too challenging for students to take concurrent courses at the high school level. It was suggested that management would need to modify *Policy C.32 – Concurrent Academic Studies*, if this program is implemented.

### **9. Recommendation for Appointees to the Research Ethics Board**

Judith McGillivray informed Council that the Research Ethics Policy received approval at Council some time ago, pending legal review. She stated that on the first round of review our lawyers recommended that the procedures section of the policy be separated from the overall policy. This was completed and sent back to the lawyer who recommended further minor changes. Another re-write of the policy still did not produce the required result, and Warren Bourgeois was contracted to finalize the document. Our lawyer approved this in December and the policy is attached for Council's information.

One section of the policy stipulates that the Vice President, Education appoint a Research Ethics Board. Initially, it was important to have REB members with similar backgrounds in research and ethics. An attempt was made to recruit individuals who had previously sat on Ethics Committees. Five of the appointees are employees of Kwantlen. Cidalia Paiva serves as the member recruited from the community. It is anticipated that the major focus of their work during the first six months will be to develop policies.

**Moved by N. Wainman, seconded by L. Anderson,**

**THAT Council accept the recommendation for the following appointees to the Research Ethics Board:**  
**Warren Bourgeois – Acting Chair**  
**Sam Migliore**  
**Marion Crook**  
**Farhad Dastur**  
**Cidalia Paiva**  
**Kevin Hamilton – Consultant**  
**(MOTION CARRIED)**

There was concern that because Warren Bourgeois is a member of the Civil Libertarians there may be conflict of interest. Judith assured Council that one of the emerging policies would address situations of conflict and would require an individual to withdraw from any research/ethics decisions where there was a potential conflict of interest.

**10. Degree Program Concept: Bachelor of Business Administration in Financial Services Management**

This program will target students who are mature working professionals in fields such as the insurance, securities and banking industries. These industries recognize the need to upgrade their members beyond their internal certification and Kwantlen is in a position to meet this demand. The program will also provide the ability for new students who wish to pursue careers in these fields to obtain their professional accreditation and earn a degree simultaneously. Concern was raised that the degree envisioned focuses on those with prior experience in the financial industry but does not provide opportunities for inexperienced students who may wish to specialize in financial services.

It is anticipated that approximately 40% of the degree content will be financial services management courses, 35% general business courses and 25% liberal education. Students will be able to earn advanced professional certification in addition to their course credits.

**Moved by S. Lee, seconded by D. Gallagher,**  
**THAT Council approve Degree Program Concept for a Bachelor of Business Administration in Financial Services Management.**  
**(MOTION CARRIED)**

**11. Letter of Intent: Equine Studies Technician Certificate Program**

**Moved by S. Lee, seconded by K. Green,**  
**THAT Council approve the Letter of Intent for the Equine Studies Technician Certificate Program.**  
**(MOTION DENIED)**

Dana Goedbloed, Chair of DPAC, declared that a number of DPAC comments had not been addressed in the revised document. She suggested that the document's format was inappropriate. Submitters were asked to get the December meeting notes from the DPAC secretary, and although this was done, many of the items were not changed. Council agreed to postpone this item pending further clarification from the DPAC Chair that all revisions were incorporated.

**12. English Prerequisites for LBED Courses in the BBA Program**

It is proposed that the course outline prerequisites for all 3rd and 4th year LBED courses in the BBA Program will include successful completion of a first year English course (excluding ENGL 0099). The rationale for this is that it is a graduation requirement and follows the motion passed by Education Council on November 6, 2000, that in order to be awarded any degree at Kwantlen University College, a student must have successfully completed 3 credits of first year English. Also, it should be completed prior to courses that rely on it. LBED instructors have consistently highlighted problems that students encounter in their courses without the level of preparation gained in a first year English course. If a student has not taken a first year English course by the start of Year 3, it is sensible that they undertake one immediately before progressing further.

**Moved by J. Finnbogason, seconded by S. Morris,**  
**THAT Council approve the requirement for successful completion of a first year English course (excluding ENGL 0099) for students taking LBED courses in the 3rd and 4th years of the BBA Program.**  
**(MOTION CARRIED)**

**13. Course Replacement for Bachelor of Technology Degree**

It is proposed for the Bachelor of Technology Degree that ENTR 3033 – Business Ethics replace the required course LBED 4210 – Ethics, Morality and Social Issues for Business. The rationale for this is that LBED 4210 was one of the multi-module courses (3 instructors) funded on a 150% cost basis. The rationalization of this course was part of an effort to improve all LBED courses and also bring them within the standard funding model. A team from the Philosophy Department developed ENTR 3033, and the two courses share large amounts of content. This course satisfies the same intent as the course it replaces, i.e., to create awareness of ethical issues and to provide both background and a framework for making ethical decisions. ENTR 3033 has a strong liberal education component and is frequently granted as a course substitution in lieu of LBED 4210. The intent is to formalize this process with the Education Council's Liberal Education Curriculum Sub-committee.

**Moved by S. Lee, seconded by D. Gallagher,**

**THAT Council approve the request to replace the required LBED 4210 – Ethics, Morality and Social Issues for Business with ENTR 3033 – Business Ethics. Until LBED 4210 is formally eliminated, the course will remain as an alternate to ENTR 3033.**

**(MOTION CARRIED)**

**14. Update regarding setting up a listserv for Council members and their Constituents**

Judith McGillivray informed Council that Maggie Fung in IET is working on putting the proposed listserv in place and that it should be available in the Fall. We still need to deal with how we will consistently deal with contract faculty updates. Darren Gallagher expressed concern with regard to a listserv involving all students. It was suggested that Maggie could look at the student component and decide on how best to reach them.

**15. Next Meeting**

The next 'special' meeting will take place on **January 21, 2002**. The next regular meeting will take place on **Monday, February 4, 2002 – 4:15 p.m. – G2110 (Surrey Campus)**.

**16. Adjournment**

The meeting adjourned at 6:05 p.m.