

EDUCATION COUNCIL

February 4, 2002 – 4:15 p.m.
Surrey Campus Boardroom (G2110)

MINUTES

<u>Present:</u>	Larry Anderson Gary Arneja Roni Clubb Brook Walker Darren Gallagher Steve Lee Paul Browning Jack Finnbogason Jody Gordon Dana Goedbloed Charon Graham Barbara Melnyk (Recorder)	Karin Green Susan Morris Gary Jones Judith McGillivray Maxine Mott Marge Damon Graham Rankin Robin Russell (Chair) Newton Wainman Tana Plewes Skip Triplett
<u>Guests:</u>	Gordon Lee Arthur Coren Roy Daykin	David Ross Tom Radesh

- Confirmation of Agenda**
Add: Revisions to the Technology Program (5.2)
The revised Agenda of February 4, 2002 was confirmed by consensus.
- Approval of Minutes** (January 7, 2002)
The Minutes were approved by consensus.
- Presentation: Budget and Program Profile for 2002 / 2003**
David Ross, Judith McGillivray and Roy Daykin attended to present Kwantlen's Budget and Program Profile for 2002 / 2003. The entire presentation is available in PowerPoint on the Plaza Website and can be downloaded. Mr. Ross highlighted the principles Kwantlen will apply to deal with the budget shortfall.
 - § Maintain our ability to carry out Kwantlen's mission and pursue our long-term vision
 - § Honour our commitments to existing learners for program completion
 - § Remain comprehensive
 - § Continue to serve the specific needs of our regions and our learners
 - § Maintain the quality of our core services
 - § Keep tuition competitive with similar programs in BC and in Canada
 - § Solicit, develop and consider alternatives as openly and collegially as possible
 - § Make and communicate decisions in a timely manner
 - § Expect accountability fiscally and for use of resources from all: learners, faculty, staff and administration

Discussion

- § Council's role is to advise the Board with respect to curriculum approval and withdrawal. How will Council fit into the decision-making process? How will consultation take place with the impending timelines?
- § The Vice-Presidents are meeting with deans/managers/directors over the next two weeks in terms of revenue and efficiencies. They will review budgets, cost revenue, employment rate and enrolment in programs.
- § We expect to hear about the tuition policy by February 19th.
- § Students have not received any of the e-mail messages. Will Kwantlen be consulting with students? (Mr. Ross will follow-up)

- Chair's Report**

- § The Chair expressed concern around the relative lack of knowledge in which Council operates with respect to the budget, and its mandate to approve curriculum. She invited Council members to share their insights/views.
- § The Chair will meet with CoEdCo regarding the fall-out of budget shortfalls.

5. Committee Reports

5.1 **Degree Proposal Assessment Committee**

No report.

5.2 **Revisions to the Technology Program**

Brian Carr informed Council that the Electronics and Automation/Robotics Engineering Technology departments propose to conform to the curriculum policies followed by other career programs by dropping CMNS 1110 and retaining CMNS 1140 for its technical communication component. He stated that CMNS 1140 defines the requirements of technology programs across the country. He suggested that there are other options students can take advantage of to prepare them if they are lacking in English skills. English 12 'C' is required for entry into the program, and there are English make-up courses that can provide assistance. Any student who does not have the skills for CMNS 1140 will require specialized courses to prepare them for the requirements of the program. Dr. Carr explained that some students would require remediation prior to entry in CMNS 1140.

Moved by P. Browning, seconded by S. Lee,
THAT Council approve the revisions to the Technology Program.
(MOTION CARRIED)

Moved by K. Green, seconded by J. McGillivray,
THAT as a starting point for discussion Council delegate to DPAC the appropriateness of raising the admission requirements for entrance to the Technology Program to a C+, and return for feedback at a future Council meeting.
(MOTION CARRIED)

1 ABSTENTION

5.2 **CURRICULUM APPROVAL**

Moved by S. Lee, seconded by N. Wainman
THAT Council approve the following new courses:

ENLT 0192 – English for Appliance Servicing I

ENLT 0292 – English for Appliance Servicing II

GBRC 1000 – Introduction to Aging

GBRC 1005 – Facets of Communication

GBRC 1010 – Facets of Aging

GBRC 1020 – Program Planning and Design

GBRC 1030 – Identity and Dementia

GBRC 1050 – Practicum I

HAUC 1000 – Medical Terminology

HAUC 1005 – Communication and Logistic Skills

HAUC 1010 – Chart Records and Admissions

HAUC 1015 – Pharmacology Fundamentals

Discontinued Courses

ACPE 0026 – Directed Studies: Writing & Communications

ACPE 0029 – Directed Studies: Reading

ENLT 0110 – English Language Training I

ENLT 0191 – English for Appliance Servicing I

ENLT 0291 – English for Appliance Servicing II

MUSI 1108 – Kwantlen Jazz Band

MUSI 1208 – Kwantlen Jazz Band

MUSI 2308 – Kwantlen Jazz Band

MUSI 1408 – Kwantlen Jazz Band

(MOTION CARRIED)

Council would like clarification on why the Kwantlen Jazz Band courses are to be discontinued.

Moved by J. Finnbogason, seconded by K. Green,
THAT Council delay approval of the following courses:

ACPR 0065 – Directed Studies: Fundamental Reading

ACPR 0075 – Directed Studies: Intermediate Reading

ACPR 0085 – Directed Studies: Advanced Reading
ACPW 0064 – Directed Studies: Fundamental Writing & Communications
ACPW 0074 – Directed Studies: Intermediate Writing & Communications
ACPW 0084 – Directed Studies: Advanced Writing & Communications

Discussion:

Newton Wainman stated that he was uncomfortable with the process of Council refusing to approve the ACPR and ACPW courses when they had been approved at the Curriculum Approval Sub-committee. He suggested that Council approve the courses pending agreement between the English and ACPE faculty on the use of the course acronyms and numbers.

(MOTION CARRIED)

2 abstentions: G. Jones and S. Morris

5.3 Grant Applications Panel

No report.

5.4 Liberal Education Curriculum Committee

No report

5.5 International Education Committee

No report.

5.6 Language Competency Liaison Committee

No report

5.7 Intake Testing and Assessment Committee

No report.

5.8 Program Evaluation Committee

No report.

5.9 Policy Review Committee

No report.

5.10 Appeals Policy Review Committee

No report.

6. Kwantlen Student Association Motion Regarding Academic Amnesty

The Kwantlen Student Association, as members of the Canadian Federation of Students, informed Council of their plans to join other post-secondary institutions in a national 'Day of Action' on February 6, 2002, to plea for an increase in core funding for public post-secondary institutions and to protest tuition fee increases.

Moved by S. Lee, seconded by S. Morris,

THAT Council approve that no academic penalty be issued to any Kwantlen University College student as a result of their participation in National Day of Action activities on February 6, 2002.

Discussion

Skip Triplett stated that Council does not have the power to require faculty members to assign grades that have not been earned nor excuse students from class requirements. A motion such as this can create problems for some students, particularly those involved in apprenticeships, or nursing students who may happen to be in hospital wards on that day. Mr. Triplett proposed a friendly amendment to the motion:

Education Council supports Kwantlen students in their endeavour to influence important public policies and encourages faculty to permit students, where possible, to attend the National Day of Action without academic penalty.

Moved by G. Rankin, seconded by S. Morris,

THAT Council accept an amendment to the motion.

(MOTION CARRIED)

1 abstention: Paul Browning

At this point in the meeting, the Chair expressed concern that all agenda items would not be covered in the remaining time. She proposed, therefore, to move agenda item #12 ahead, and to call a recess until Monday, February 18, 2002.

7. Articulation Agreement with Hong Kong Polytechnic University

Gordon Lee informed Council that this agreement would allow graduates of the HKPU Associate Degree in Business to enter the 3rd year of Kwantlen's Bachelor of Business Administration degree programs.

International students have priority registration at Kwantlen and HKPU have indicated that they could send 20 students by September 2003.

If this is the case, Kwantlen could open an additional section of 3rd year that would allow access for more local students.

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

THAT Council approve an Articulation Agreement between Hong Kong Polytechnic University and Kwantlen University College.

Discussion

When questioned on entrance requirements, it was pointed out that students would have to meet the same entrance requirements as indicated in the Kwantlen calendar, that is an LPI of 26 or higher, and the ability to meet entrance requirements for English 1100 and 1110.

(MOTION CARRIED)

The meeting recessed at 6:15 p.m.

Monday, February 18, 2002

7. Follow-up to Approval of ACPR and ACPW Course Outlines

Lorraine Irvine attended to answer questions regarding the above course outlines. She informed Council that all changes with respect to content, mode of instruction and prerequisites have been made as requested by the Curriculum Approval Sub-committee. As for the use of the acronyms, a decision was made to use 'R' for reading and 'W' for writing, in order to clarify that these courses have a different focus. She explained that ACE courses are provincially articulated across the province, whereas the 'R' and 'W' courses are directed study courses that are specifically suited to a student's goals and skills.

Moved by N. Wainman, seconded by S. Lee,

THAT Council approved the following courses:

ACPR 0065 – Directed Studies: Fundamental Reading

ACPR 0075 – Directed Studies: Intermediate Reading

ACPR 0085 – Directed Studies: Advanced Reading

ACPW 0064 – Directed Studies: Fundamental Writing & Communications

ACPW 0074 – Directed Studies: Intermediate Writing & Communications

ACPW 0085 – Directed Studies: Advanced Writing and Communications

(MOTION CARRIED)

8. Notice of Motion: Change in Education Council By-laws for "Terms and Conditions of Membership

Deferred to March 4th meeting. The Chair reminded Council to discuss this with faculty in their constituency to be sure they support this change.

9. Review of Education Council's 1995 Advice to the Board

§ Develop a framework for program/course cancellations.

§ Once framework is in place and followed, should recommendations for program reduction/elimination come back to Council before seeking Board approval?

§ Look at general principles to be considered in a deficit situation.

§ Council has a legislated authority to make recommendations for program elimination based on pre-established criteria.

§ Once a program is recommended for cancellation, should it be vetted by Council to ensure that cancellation criteria have been met?

§ Is the Board free to set their own program cancellation criteria?

§ A strategic plan is not in place and a formal process for program evaluation has not been in place, therefore who will be evaluating the programs to make decisions on cancellation?

§ Suggest Council strike a Task Force to further discuss criteria for program/course cancellation (for the short term). (Robin Russell, Roni Clubb, Gary Arneja, Newton Wainman, Dana Goedbloed, Judith McGillivray)

§ Any cancellations must be made by end of March 2002. Will need to have a cancellation plan in place to allow students to complete their course of study.

ACTION: Judith McGillivray will distribute information from other institutions regarding criteria for program cancellation.

ACTION: The Chair will seek information from the CoEdCo Listserve.

§ Clarify timeline to determine when Council should have its recommendations ready. Use criteria that can coincide with budget information.

§ Board meeting scheduled for March 20th – Task Force to bring back recommendations for Council's March 4th meeting.

10. **English Language Competency Requirements**

Graham Rankin stated that on November 1, 2001, the Board of Governors passed a motion regarding English requirements for all university transfer courses. If a student fails to meet that level, they must then take an English preparatory, ACPE or ESL course. Are we guaranteeing student access into these courses? If 20% of our students don't meet English 12 and courses are not available, what will we do to assist these students and how will this impact be addressed?

Judith McGillivray assured Mr. Rankin that studies are currently in place to address this issue.

11. **Motion: Education Council Sub-committees**

Education Council would like to strike a committee to review the mandate, function, membership and term of each of the sub-committees currently serving Council. This committee would report back to Council with recommendations that would allow the sub-committees to better reflect and serve the needs of Council.

Judith McGillivray stated that she has contracted a faculty member to review all committees in the University College and offered to include Education Council's sub-committees as well.

Council members agreed to accept the offer and Karin Green will assist in providing information regarding the sub-committees.

12. **Education Council motion to review all programs and degree proposals from the perspective of affordability and value**

The Chair stated that this agenda item arose out of discussions with DPAC around evaluation of programs. Given that we are currently reviewing program retention, Council agreed it would be acceptable to delay this discussion for a few months.

14. **Next Meeting**

The next meeting will take place on **Monday, March 4, 2002 – 4:15 p.m. – G2110 (Surrey Campus)**.

16. **Adjournment**

The meeting adjourned at 5:20 p.m.