

## Education Council Meeting

October 7, 2002, 4:15 pm  
Surrey Campus Boardroom

### MINUTES (unapproved)

Present:	Marge Damon Dawna DeAdder Jack Finnbogason Darren Gallagher Dana Goedbloed (Chair) Lorraine Irvine Anita Kranz Gerry Lengert Judith McGillivray	Karen Metzger (Recorder) Bob Perkins Larry Rhodenizer Alexandra Richmond Harry Yang Jody Gordon
Absent:	Caroline Daniels Derek Francis Gary Jones	Steve Lee Tana Plewes Skip Triplett
Guests:	Joan Belfry Brian Carr Arthur Coren Gordon Lee Barbara Maloney	Cidelia Paiva Tom Radesh Abhijit Sen Panteli Tritchew Kathryn Waldie

#### 1. Confirmation of Agenda

Agenda was approved by consensus.

#### 2. Approval of Minutes (Sept. 09, 2002)

**Moved by Dawna DeAdder, seconded by Bob Perkins, to approve the minutes with the following amendments: correct the spelling of Dawna DeAdder; add Panteli Tritchew to those present; item 7.3, 2nd bullet should read 3 credits of third- or fourth-year ....**

**MOTION CARRIED.**

#### 3. Chair's Report

Dana Goedbloed introduced Dana Cserepes as the interim chair of DPAC; David Davidson will take the position effective January 2003.

The Ministry has announced the new Web-based process for program approval, for which Kwantlen is serving as a testing institution. The letter of intent, the current stage 2 of the program development process, has been eliminated, and DPAC will revise processes as required, pending implementation of the new procedures to be announced by the Ministry. Proposed programs currently going through the approval process will be grandfathered for the time being.

#### 4. Committee Reports

##### 4.1. Degree Proposal Assessment Committee

(Dana Goedbloed, Chair)

DPAC approved a program concept for Degree Completion for Registered Psychiatric Nurses, and a letter of intent for a Bachelor of Science in Massage Therapy (BSMT).

##### 4.2. Curriculum Approval

**Moved by Darren Gallagher, seconded by Judith McGillivray, THAT Council approve the following courses, pending minor revisions as per the curriculum sub-committee:**

##### New Courses:

- CAHS 3500 Nursing Concepts and Theories
- NRSG 2212 Healing 2: Complex Episodic Health Challenges
- FASN 1215 Textile Sciences
- FASN 1115 The Apparel Industry
- FASN 2115 History of Costume
- ABTY 1228 Work Experience/Project – Administrative Assistant
- ABTY 1202 Legal Office Procedures – Corporate Law
- ABTY 1203 Legal Office Procedures –Conveyancing

ABTY 1204 Legal Office Procedures – Wills & Estates  
ABTY 1205 Legal Office Procedures – Litigation  
ABTY 1206 Legal Office Procedures – Family Law  
EQUA 1277 Equine Sports Psychology (suggested title: Sports Psychology for Equestrians)

**Revised Courses:**

NRSNG 2220 Professional Growth 2: The Nursing Profession  
NRSNG 2260 Health Science 4: Pathophysiology 2  
ABTY 1223 Computerized Bookkeeping  
ABTY 1224 Information Processing  
ABTY 1225 Executive Support  
ABTY 1226 Word Processing – Level II  
ABTY 1227 Introduction to Desktop Publishing  
ENGL 1100 Writing, Reading, and Thinking: An Introduction  
ENGL 1110 Writing and Literature: An Introduction  
IDDS 1200 Applied Design II  
IDDS 1210 Drawing for Applied Design II  
IDDS 1250 Computer Assisted Drafting  
IDDS 1285 Typography and Layout  
BUSI 2315 Human Relations in Organizations  
ABTY 1135 Computer Competency  
ABTY 1115 Bookkeeping Basics

**MOTION CARRIED. (2 abstentions)**

JRNL 4200 was withdrawn because of concerns about prerequisites for this 4th-year course; suggestions included adding specific English requirements and a course in research methodology.

**ACTION: Dana Goedbloed to clarify concerns with the course developers.**

**4.3. Liberal Education Curriculum Committee** (Maxine Mott, Chair)

No report.

**4.4. International Education Committee** (Derek Francis, Chair)

No report.

**4.5. Language Competency Liaison Committee** (Rhondda Porter, Chair)

No report.

**4.6. Intake Testing and Assessment Committee** (Robin Russell, Chair)

The committee will be meeting on Oct. 23.

**4.7. Program Evaluation Committee** (Panteli Tritchew, Chair)

**4.7.1. Program Evaluation Committee Mandate**

Panteli clarified the two-tiered process of program review in that the first level of review will determine if the second, more in-depth level of review will be required. The process to be developed will borrow heavily from the work done by SCOEA. It is anticipated that it will be two years before the first program review will have been completed.

**Moved by Judith McGillivray, seconded by Jack Finnbogason, THAT Council approve the Program Evaluation Committee mandate as presented.**

**CARRIED.**

**4.7.2. Program Evaluation Committee Membership**

The Program Evaluation Committee requests representation from the Registrar's Office to facilitate meeting its mandate; the committee will decide whether that representative will be a voting member.

**ACTION: DPAC is going through the process for getting representation from the Registrar's Office; Dana Cserepes to pass on to Panteli Tritchew the process for doing so.**

**Moved by Anita Kranz, seconded by Darren Gallagher, THAT Council approve that PEC have representation from the Registrar's Office.**

**CARRIED.**

**4.8. Policy Review Committee** (Chair vacant)

**5. Department Name Change: Appliance Service Technology**

**Moved by Gerry Lengert seconded by Jack Finnbogason, THAT Council approve the department name change from *Appliance Servicing* to *Appliance Service Technology*.**

Motion withdrawn because of concern re the use of the technology title; professional associations use it with specific

definitions. (The title *Technician* was suggested as a possible alternative.)

**ACTION: It is requested that the Trades department develop an overview of designations and identify exit points from programs, to be approved before such name changes are made.**

**6. ABT change of class size/amalgamation of options**

Kathryn Waldie explained that the proposed change is a step in departmental restructuring, which changes the faculty workload from six (6) to four (4) sections per semester while increasing class sizes from 20 to 30 students. It involves combining classes from the Langley and Surrey Applied Business Technology Administrative Option, but no change in the number of faculty.

**Moved by Alexandra Richmond, seconded by Bob Perkins, THAT Council approve the restructuring of Applied Business Technology Administrative Assistant Option.**

**MOTION CARRIED.**

**7. Block Transfer with Century College**

Arthur Coren brought forward a memo proposing a block transfer agreement for the Bachelor of Technology with Century College.

**Moved by Darren Gallagher, seconded by Marge Damon, THAT Council approve a block transfer agreement with Century College.**

Motion withdrawn. Kwantlen needs to clarify its policy on block transfer agreements.

**ACTION: THAT an ad hoc committee be struck to review policy on block transfer agreements.**

**8. Program Concept: Degree Completion for Registered Psychiatric Nurses.**

Joan Belfry introduced the program concept and related that Kwantlen was approached by Douglas College several years ago about developing this degree completion program, which also meets a need for employers. Registered psychiatric nurses have few opportunities to access a degree program, yet a baccalaureate degree is the minimum credential for management, clinical practice leadership, and teaching positions. The proposed degree completion program will fill the void for current practitioners and for students completing a diploma at another institution.

Judith McGillivray cautioned the developers that the approval process might be challenging for several reasons: Douglas College might be interested in repatriating the program; Kwantlen's Collaborative Nursing department is not fully supportive at present; and approval would have a huge impact on Kwantlen's facilities.

**Moved by Alexandra Richmond, seconded by Dawna DeAdder, THAT Council approve the program concept for Degree Completion for Registered Psychiatric Nurses, pending additional information about applied nursing degrees being developed by colleges in the area.**

**MOTION CARRIED.**

**9. Letter of Intent: Bachelor of Science in Massage Therapy**

Presented by Cidalia Paiva from West Coast College of Massage Therapy (WCCMT) and Brian Carr. This proposed joint degree program between Kwantlen and WCCMT is the result of extensive consultation grounded on a memo of understanding. At present, massage therapists require three years of education as offered by WCCMT to practice in British Columbia; it is anticipated that the requirement will increase to a baccalaureate degree in the not-too-distant future. English courses offered by WCCMT have been revised to meet Kwantlen standards. The full description of WCCMT curriculum and faculty were circulated at DPAC earlier.

The Chair asked new members of the Education Council, who may have a concern about the previous history of a program proposal, to contact herself or Karen Metzger prior to Council meetings.

**Moved by Lorraine Irvine, seconded by Darren Gallagher, THAT Council approve the letter of intent for a Bachelor of Science in Massage Therapy.**

**MOTION CARRIED. (9 in favour, 0 opposed, 3 abstentions)**

10. Moved by Jack Finnbogason, seconded by Judith McGillivray, to defer remaining items to the alternate meeting Oct. 21.

11. Revision of Policy 2.05.1 of Education Council By-Laws Dana Goedbloed

12. Review of policy 1.8

13. Articulation between Kwantlen's School of Business and Richmond International High School and College

14. Alternate Meeting: October 21, 2002

15. Next Meeting: November 4, 2002

16. Adjournment Moved by Bob Perkins to adjourn the meeting at 6:59 pm.