

EDUCATION COUNCIL MINUTES

April 7, 2003

Present:	Marge Damon Caroline Daniels Dawna DeAdder Jack Finnbogason Derek Francis Dana Goedbloed (Chair) Jody Gordon Gary Jones Anita Kranz	Gerry Lengert Judith McGillivray Karen Metzger (Recorder) Bob Perkins Tom Radesh Larry Rhodenizer Alexandra Richmond Skip Triplett Harry Yang
Regrets:	Lisa Coan Greg Erikson Jamie-Lynn Jamieson	Lorraine Irvine Steven Lee
Guests:	Rob Adamoski David Davidson Joanne Deno Roger Elmes Nancy Graham	Maxine Mott Wendy Royal Robin Russell Panteli Tritchew

0. The Chair called the meeting to order at 4:18 pm.

1. Confirmation of Agenda

Moved by Alexandra Richmond, seconded by Gary Jones, to confirm the agenda as presented.

2. Approval of Minutes (Mar. 3 and 17, 2003)

Moved by Caroline Daniels, seconded by Gary Jones, THAT Council approve the minutes of the March 3, 2003, meeting with the following amendments:

Item 3, 2nd paragraph – change ‘She’ to ‘The Chair’;

Item 8 – add the specifics: “an English proficiency requirement of a minimum of ‘C’ grade in English 12 or equivalent prior to registering for courses. In addition to ‘C’ in English 12, the following achievements can be used to meet this admission requirement:

- ‘C’ in Communications 12 or TCP12, or 213 cb-TOEFL with Writing Band 4.5, or
- Placement in ENGL 1099 or (ACPE 0081 or ABEE 0081 or PSPE 1081) or (ACPE 0091 or PSPE 1091) or EASL 0085”

MOTION CARRIED.

Moved by Dawna DeAdder, seconded by Bob Perkins, THAT Council approve the minutes of the March 17, 2003, meeting with the following amendments:

Item 3 – add the specifics: “Because effective communication and technical writing are fundamental components of graphic design, applicants must have a Kwantlen University College English placement test for recommendation to ENGL 1100 or 1110, or Level 5 of the Language Proficiency Index (LPI) with an essay score of 30, or successful completion of ENGL 1100 or 1110.”

Item 4. 1.1., 3rd paragraph: change ‘re’ to ‘for’

MOTION CARRIED.

3. Chair’s Report

The Chair attended the finance committee meeting about the 2003/2204 budget, where a tuition increase of 29% to \$101 per credit was proposed. This would take effect in September 2003 and would be in line with the fees charged by other university colleges.

The Humanities division will need to elect a new representative to Education Council effective September 2003 as the current representative, Alexandra Richmond, is from the Applied Communications program, which is moving from Humanities to the School of Business.

The Chair also met with Brian Carr and Jody Gordon re credit assignment; there is a need to examine how to deal with credit assignment where credits differ from receiving institutions. The current situation no longer allows for clear assignment of credits across all disciplines.

The Board of Governors meeting on March 14, 2003, dealt with three key issues from the Strategic Plan: mission, vision, and values. The meeting April 4, 2003, dealt with critical priorities for the year.

The Chair attended the Employee Recognition Awards Ceremony March 12, the President’s Reception March 20, and the Program Review Committee meeting March 26.

She will continue to meet with the ad hoc committee for prioritization of educational programming every second

week until June.

The Chair also met with the Co-op Development Coordinator to discuss a current problem situation: an employer is offering excellent work experience, but without pay. While this is not Co-op, the Co-op department will investigate the feasibility of such opportunities as they arise.

4. Standing Committee Reports

4.1. Degree Proposal Assessment Committee (DPAC), David Davidson, Chair

The DPAC Chair reported that on March 26, 2003, the committee recommended for approval four items on today's Education Council agenda: a Horticulture program name change, a full program proposal for a Home Support/Resident Care Attendant certificate, and program concepts for a Bachelor of Arts in Community Criminal Justice and a Diploma of Proficiency in English Language Studies.

A program concept for a Bachelor of Science in Computer Science will be resubmitted with the focus on degree completion (years 3 and 4) building on an Associate of Science rather than as a four-year program. The committee also considered for information an interim non-degree full program proposal (FFP) form for use until the Ministry provides one, and a Library impact assessment form for program developers to use in collaboration with the Library. The Library form, which is complex, could be started at the concept stage, but will not be required to be completed until the FPP stage.

4.2. Program Evaluation Committee, Panteli Tritchew, Chair

The Program Review Committee continues to work on identifying level one review indicators. It has examined the review models of Red Deer College, Humber College, and Camosun College. The committee plans to present a final list of indicators to Education Council by the June meeting.

5. Sub-Committee Reports

5.1. Curriculum Approval

Moved by Dawna DeAdder, seconded by Caroline Daniels, to approve the following revised course outlines:

EASL 0020 Academic Listening and Speaking Skills Level 2
EASL 0030 Academic Listening and Speaking Skills Level 3
EASL 0040 Academic Listening and Speaking Skills Level 4

MOTION CARRIED.

5.2. Liberal Education Curriculum Committee, Maxine Mott, Chair

The committee has not met since the last Education Council meeting, but will meet in May to discuss how the ten sections of Liberal Education courses for the next year will be distributed over three semesters. The committee will also look at the terms of reference.

5.3. International Education Committee, Derek Francis, Chair

The committee Chair has consulted with the Fraser Health Authority about severe acute respiratory syndrome (SARS) as ten students are scheduled to arrive this month from SARS-infected areas. He reports that there is no need to restrict attendance other than to follow the Health Canada process. He has provided information and related Websites to the Kwantlen community.
(www.bccdc.org et al)

5.4. Language Competency Liaison Committee, Rhondda Porter, Chair

No report; minutes attached.

5.5. Policy Review Committee, Jack Finnbogason, Chair

Jack Finnbogason reported that the committee is working on an academic freedom policy; the next policy up for review will be B.11. Program and Curriculum Development and Change, with Counsel present.

5.6. Grants Application Panel, Jack Finnbogason, Chair

Moved by Jack Finnbogason, seconded by Alexandra Richmond, THAT Council approve the Grant Application Panel name change and mandate as follows:

Name: GrantsApplication Committee.

Mandate: To accept applications from all applicants except non-KFA members and those seeking retroactive funding.

MOTION CARRIED.

Jack Finnbogason reported that to date 21 applications have been received. There has been no change in funding; it is still \$75,000, with the maximum award being \$7,000 for 1/4 time release for a term. The committee may ask for more funding.

6. Horticulture Technician Program Name Change

The request is to change the name of the Greenhouse Vegetable Technician program to Production Horticulture Technician. This name change completes the process of program changes approved by Education Council on March 3, 2003, and reflects the broader nature of the new curriculum.

Moved by Alexandra Richmond, seconded by Gerry Lengert, THAT Council approve the program name change as presented.

MOTION CARRIED.

7. Concept: English Language Studies Diploma

Robin Russell and Wendy Royal presented the program concept for a Diploma of Proficiency in English

Language Studies. This program is a repackaging of existing language development courses and incorporates new and revised language courses. It is designed to recognize the achievement of non-native speakers in English language skills. It also provides students with a purposeful educational plan that allows entry into a full range of ESL courses, graduated entry into regular academic and vocational courses, and the opportunity to achieve the language skills that allow them to be successful in advanced-level studies. In addition to language skills, the program also develops critical thinking skills, intercultural communication, and academic preparation. By extending the number of language development courses, this program would bring Kwantlen into line with other post-secondary provincial institutions in terms of better preparing students for success in academic studies. There are two exit levels: Citation (foundation level) and Diploma. Graduation from the diploma with B in the two core courses (EASL 0085 and 0040) guarantees access into ENGL 1100 or 1110.

Moved by Derek Francis, seconded by Alexandra Richmond, THAT Council approve the program concept for a Diploma of Proficiency in English Language Studies.

MOTION CARRIED.

8. Concept: BA in Community Criminal Justice

Rob Adamoski attended to present the program concept for a BA in Community Criminal Justice. This proposed program builds on the Associate of Arts in Criminology. It incorporates a minimum of duplication with other programs in the country and features some innovative aspects related to a promising growth in community involvement in the area of criminal justice. It prepares students for traditional career paths and also for emerging opportunities in the field. The program fits well with both Kwantlen's previous and new mandate. It meets the needs of students and the greater community.

Moved by Gary Jones, seconded by Marge Damon, THAT Council approve the program concept for a BA in Community Criminal Justice.

MOTION CARRIED. (1 abstention)

9. FPP: Home Support/Resident Care Attendant Certificate

Nancy Graham and Maxine Mott spoke to the full program proposal for the Home Support/Resident Care Attendant Certificate program. This proposed new program is an expansion of the existing Resident Care Attendant Citation program, and moves from a 19-week to a 25-week length with the addition of a Home Support component. The revised program incorporates the provincial curriculum developed in 1992, and provides grads with more job opportunities. Graduates of the program will be able to work in private home, assisted living, adult day care, and long-term care settings, working with elderly and disabled people with complex health problems whose conditions are relatively stable. The program includes end-of-life care. Students are encouraged to take an additional 60-hour palliative care course offered by the health region.

Moved by Dawna DeAdder, seconded by Judith McGillivray, THAT Council approve the FPP for the Home Support/Resident Care Attendant Certificate program with the following amendment:

Page 6, first paragraph after bulleted list: add the equivalents to the SLEP requirement, as well as levels.

MOTION CARRIED.

10. Program Revision: Drafting Programs Options and Curriculum

The proposed changes to the drafting program options more accurately reflect the current reality in drafting. Recent advances in drafting software provide time for students to get more in-depth instruction in specific drafting disciplines. The repackaging of existing courses and addition of advanced computer aided drafting (CAD) skills creates two certificate options that let students specialize more: Architectural Drafting and Mechanical Drafting. Many students will earn both credentials. Most graduates find employment with small manufacturers and builders in the Fraser Valley.

There are plans to bring forward program proposals for a diploma program with citation, certificate, and diploma exits, and to consult with the Co-op Education Coordinator.

ACTION: Joanne Deno will work with Jody Gordon and Marnie McFarlane to ensure Calendar copy accurately reflects that the current drafting options are under review.

Moved by Gerry Lengert, seconded by Gary Jones, THAT Council approve the revisions to the drafting program options as presented.

MOTION CARRIED.

11. IDDS Certificate Program English Entry Requirements Change

This change in English entry requirements to align with the Kwantlen general admission requirements reflects the reality that students in this preparatory program are successful. This exploratory foundation program offers students the opportunity to learn the fundamentals of design that may prepare them to enter into design-related disciplines. Students in the IDDS program represent a mix of high school graduates and students who have prior secondary or post-secondary preparation. They are made aware of higher entry requirements for specific diploma and degree programs.

Moved by Judith McGillivray, seconded by Larry Rhodenizer, THAT Council approve the English entry requirements for the IDDS program as amended subject to review by the Office of Registrar for correct wording:

Applicants must meet an English proficiency requirement of a minimum of 'C' grade in English 12 or equivalent prior to registering for courses. The following equivalencies for English 12 with a 'C' also meet this requirement:

- 'C' in Communications 12 or TCP 12, or 213 cb-TOEFL with Writing Band 4.5, or
- minimum achievement of Level 4 on the Language Proficiency Index (LPI) with a score of 26 on the essay, or
- Kwantlen placement test in ENGL 1099 or (ABEE 0091 or PSPE 1091) or EASL 0085.

MOTION CARRIED.

12. Applied Business Technology Articulation Agreement

Jack Finnbogason took the Chair to allow Dana Goedbloed to speak to this item.

This articulation agreement has been developed to create pathways for students in secondary schools to earn an Applied Business Technology Citation. Secondary school students enrolled in business studies will earn credits toward a Citation in Applied Business Technology (ABT) at Kwantlen. Three of the five courses required for the Citation may be completed by the students in high school, with the two remaining to be completed upon graduation and registration in the ABT program at Kwantlen.

Students may, after completing the Citation, continue into one of the three options for a Certificate, and on to a Diploma. Students who complete the Diploma may continue their studies to complete the BBA in Entrepreneurial Leadership.

This articulation agreement will help avoid unnecessary duplication of secondary and post-secondary courses.

Moved by Judith McGillivray, seconded by Bob Perkins, THAT Council approve the Applied Business Technology articulation agreement, pending the following revisions:

Under Program Details, 1st paragraph, remove specific school district numbers; bulleted list - add headings to show which courses are secondary and which are post-secondary; paragraphs 4 through 7 – incorporate specific course and grade information.

MOTION CARRIED.

13. Change to English Entrance Requirements

Moved by Judith McGillivray, seconded by Jack Finnbogason THAT Council approve the change to English entrance requirements.

MOTION WITHDRAWN.

Moved by Jack Finnbogason, seconded by Judith, THAT Council approve the change to the English entry requirements as presented and empower the Registrar to edit the language for the Calendar for clarity, working with Jack Finnbogason, Derek Francis, Dana Goedbloed, Gerry Lengert, and Judith McGillivray.

MOTION CARRIED.

14. Next Regular Meeting: May 5, 2003

15. Adjournment: The meeting was adjourned at 6:20 pm.