

# Education Council Minutes

## May 5, 2003

<b>Present:</b>	Lisa Coan Marge Damon Caroline Daniels Dawna DeAdder Greg Erikson Jack Finnbogason Derek Francis Dana Goedbloed (Chair) Jody Gordon Gary Jones	Lorraine Irvine Steven Lee Gerry Lengert Karen Metzger (Recorder) Bob Perkins Tom Radesh Alexandra Richmond Harry Yang
<b>Regrets:</b>	Jamie-Lynn Jamieson Anita Kranz Judith McGillivray	Larry Rhodenizer Skip Triplett
<b>Guests:</b>	George Hancock Susan Powell	

### 1. Confirmation of Agenda

The agenda was confirmed with the: addition of *Co-op Education Curriculum Committee (Caroline Daniels)* after item 13.

### 2. Approval of Minutes

**Moved by Steven Lee, seconded by Gary Jones, THAT Council approve the minutes of the April 7, 2003, meeting, with the following amendments:** Item 2 – ‘Writing Band 4’ should be ‘Writing Band 4.5’; Item 5.6 – ‘Name: Curricular Grant Committee’ should be ‘Name: Grants Application Committee’ (Please note: the name of the committee as shown in the committee minutes was changed to *Curricular Grants Committee*, yet to be approved by Education Council).

#### **MOTION CARRIED.**

### 3. Chair’s Report

The Chair distributed copies of a letter from the Chair of the Board of Governors asking for Council’s advice re the Strategic Plan.

The Chair also distributed the document *Minimum Qualifications – Faculty Positions* as revised May 1, 2003. (Policy G.7). Page 2 is missing and is to be distributed electronically.

An alternate Education Council meeting will be held Monday June 16, from 10:00 am to 2:00 pm, for the purpose of annual planning. Location TBA.

Kwantlen is a sponsoring institution for the ACCC conference to be held May 25 to 27 in Vancouver at Hotel Vancouver and the Hyatt Hotel; she encouraged members to attend, or volunteer. Anyone interested in volunteering should contact Robin Russell.

### 4. Standing Committee Reports

#### 4.1. Degree Proposal Assessment Committee, David Davidson, Chair

David Davidson reported that DPAC held two meetings in April (16 and 30), at which they approved three program concepts: BA in Liberal Studies, BSc in Pest Management, and an Automotive Service Advisor Certificate, and six full program proposals: Community Support Worker Diploma, English Language Studies Diploma, Autobody, Auto Refinishing and Prep Technician Citation/Certificate, Power Line Technician Citation, Architectural Sheet Metal and Steep Roofing Citation, and Painting & Decorating & Drywall Finishing Citation. The committee also approved an Associate of Arts in Philosophy, and revisions to the Environmental Protection Technology Diploma program.

#### 4.2. Program Review Committee, Panteli Tritchew, Chair

There was no report as the last meeting held April 23, 2003, did not have quorum.

### 5. Sub-Committee Reports

#### 5.1. Curriculum Approval

Moved by Jack Finnbogason, seconded by Steven Lee, THAT Council approve the following course outlines:

NEW COURSES	
ACCT 4180	Forensic Accounting
ELST 0041	Foundations Level – Reading and Writing
ELST 0043	Foundations Level – Listening and Speaking
PHIL 1112	Environmental Philosophy

PHIL 2101	20th Century Analytic Philosophy
PHIL 2109	Foundations in Ethics
POLI 2130	International Relations Theory
POLI 3100	American Government and Politics
HSRC 1110	Health and Healing Concepts for Practice
HSRC 1150	Changes in Mental Functioning
<b>REVISED COURSES</b>	
CISY 2315	Data Structure
ECON 2210	Money and Banking
ECON 2350	Intermediate Microeconomics
ECON 2450	Intermediate Macroeconomics
ENGL 1100	Writing, Reading, and Thinking: An Introduction
ENGL 1110	Writing and Literature: An Introduction

**MOTION CARRIED.**

**5.2. Liberal Education Curriculum Committee, Maxine Mott, Chair**

No report; next committee meeting is May 6, 2003.

**5.3. International Education Committee, Derek Francis, Chair**

No report.

**5.4. Language Competency Liaison Committee, Rhondda Porter, Chair**

No report.

**5.5. Policy Review Committee, Jack Finnbogason, Chair**

The committee is preparing to put forward a statement on academic freedom; modifications are still required with the aid of legal counsel. The committee is also doing a major review of Policy B.11 *Program and Curriculum Development and Change*.

**5.6. Grants Application Committee (or Curricular Grants Committee),**

**Jack Finnbogason, Chair**

Jack Finnbogason distributed the *Curricular Grants Committee Final Report to Education Council* dated May 5, 2003, which identified the ten successful applicants. The total value of the grants approved for 2003/2004 was \$75,000, while the total value of unapproved applications was \$155,385. The committee suggests to the KFA and the College that this budget allocation should be reviewed. Copies have been distributed to the Deans.

**Moved by Jack Finnbogason, seconded by Steven Lee, THAT Council approve the distribution of the grants.**

**MOTION CARRIED.**

**6. Ad Hoc Prioritization Committee**

Dana Goedbloed reported that the committee has been meeting regularly and will pass on information as it becomes clearer.

**7. AA in Philosophy**

**Moved by Jack Finnbogason, seconded by Steven Lee, THAT Council approve an Associate of Arts Degree in Philosophy, with the following amendment: add 'in each course' after 'grade of C or higher.'**

**MOTION CARRIED.**

**8. FPP: Community Support Worker**

Susan Powell attended to speak to the full program proposal for a Community Support Worker Diploma program. Kwantlen currently offers a certificate program (3 semesters, 51 credits). The addition of a fourth semester will allow students to graduate with either a certificate or a diploma; the diploma gives graduates access to advanced positions as supervisors, coordinators, etc, and some may go on to related degree studies. There was discussion about the Library assessment form; it was decided by consensus that it need not be completed for this proposal as it has been in the works for a year and a half, and the Library Assessment form is not yet fully implemented.

**Moved by Greg Erikson, seconded by Steven Lee, THAT Council approve the full program proposal for a Community Support Worker Diploma program, with the following amendments:**

Page 6

'LIBED' should be 'LBED'; consider adding PRLN 2460 Stakeholder Relations; add statement re residency requirements.

Page 10

Admissions and Transfer: add information about residency requirements.

Page 12

E-Skills: remove references to classroom activities.

**MOTION CARRIED.**

**9. FPP: Autobody, Auto Refinishing and Prep Tech Certificate and Citation**

Gerry Lengert and George Hancock attended to present the full program proposal for this program, which has been requested by industry and has full industry support. Costs are high, but industry is expected to help reduce them. On approval, the program would be offered at an off-site facility while Kwantlen moves ahead with infrastructure for the proposed Cloverdale campus.

The proposal states that it responds to industry request, but information about industry request provided on p. 13 is unclear and needs elaboration.

It is essential that the three separate trades incorporated be outlined clearly in this proposal.

It will also be necessary to elaborate on entrance requirements, and to do a clearer breakdown of the diagram on p. 8; the diagram presented is difficult to follow.

Required math, English, and science courses must be identified and incorporated into the program. The curriculum will need to be outlined more specifically and to be laid out to include credits.

Post-secondary institutions are not familiar with this type of program; more explanation is required as this type of training moves toward a fixed-intake, modular system within the academic model.

In general, more detail from the program concept needs to be included in this full program proposal. The Cloverdale campus should be referred to as 'proposed.'

The Library needs assessment must also be completed.

*ACTION:* Gerry Lengert will work with Jody Gordon and Dana Goedbloed re credit assignation; Council will need to see the FPP with more detail as per the previous notes.

**Moved by Greg Erikson, seconded by Marge Damon, THAT Council approve the full program proposal for an Autobody, Auto Refinishing and Prep Tech Citation and Certificate program.**

**MOTION DEFEATED.**

**10. FPP: Power Line Technician Citation Gerry Lengert**

**Moved by Greg Erikson, Dawna DeAdder, THAT Council approve the full program proposal for a Power Line Technician Citation program.**

**MOTION DEFEATED.** 2 abstentions. (Gary Jones and Steven Lee)

Hours will need to be added to the model, plus descriptor statements of how the curriculum will be presented.

The diagram on p. 6 should only show the citation; the rest of the chart could be incorporated elsewhere in the proposal for information.

It was clarified that this proposal is for four-month training leading to employment.

Clarify how the curriculum fits into the semester.

Use example of GDMA FPP for program outline and course structure.

**11. FPP: Architectural Sheet Metal and Steep Roofing Citation Gerry Lengert**

**Moved by Greg Erikson, seconded by Caroline Daniels, THAT Council approve the full program proposal for an Architectural Sheet Metal and Steep Roofing Citation.**

**MOTION DEFEATED.** 2 abstentions (Gary Jones and Steven Lee)

**12. FPP: Painting & Decorating & Drywall Finishing Gerry Lengert**

**Moved by Greg Erikson, seconded by Bob Perkins, THAT Council approve the full program proposal for a Painting & Decorating & Drywall Finishing Citation.**

**MOTION DEFEATED.** 1 abstention (Steven Lee)

**13. New Curriculum Committee for Co-op Education**

**Moved by Caroline Daniels, seconded by Steven Lee, THAT Council approve the establishment of a curriculum committee for Co-op Education.**

**MOTION TABLED** to the June meeting when the proposer can attend.

**14. Next Regular Meeting: June 2, 2003**

**15. Alternate meeting Tuesday June 17 for annual planning, from 10:00 am to 2:00 pm at Mayfair Lakes Golf Course, 5460 No. 7 Road, Richmond.**

**16. Adjournment**

Moved by Greg Erikson, seconded by Steven Lee, to adjourn the meeting at 6:15 pm.