

MINUTES of MEETING
Nov. 3, 2003

Present:	Lisa Coan Caroline Daniels Dawna DeAdder Rob Edger Dana Goedbloed (Chair) Lorraine Irvine Gary Jones Anita Kranz Steven Lee Gerry Lengert	Judith McGillivray Karen Metzger (Recorder) Bob Perkins Tom Radesh Larry Rhodenizer Alexandra Richmond Skip Triplett Kate Young
Regrets:	Jan Carrie (Vice-Chair) Marge Damon (Member-at-Large)	Jody Gordon Derek Francis
Guests:	Sharon Andersen Kathleen Bigsby Sue Ann Cairns David Davidson Bob Davis	Colin Haigh George Hancock Brian Myette Panteli Tritchew Rigel Vincent John Warren

1. Confirmation of Agenda

The meeting was called to order at 4:17 pm, and the agenda was approved as presented.

2. Approval of Minutes (Oct. 6, 2003)

Moved by Judith McGillivray, seconded by Bob Perkins, THAT Council approve the minutes of the Oct. 6, 2003, meeting, with the following amendments:

Delete the last statement under item 8; change Donna DeAdder to Dawna DeAdder.

MOTION CARRIED.

3. Chair's Report

The Chair met with the following:

- Judith McGillivray, David Davidson, and Alice Macpherson to write a letter to the Ministry re the new Degree Quality Assessment Board (DQAB) process. The Ministry responded that they will consider our feedback in six month on the first review of the new process, which starts Nov. 7, 2003. That is also the date on which colleges will be allowed to propose applied degrees.
- Alice Macpherson, Jody Gordon, and Colin Haigh re the degree process for Trades.
- Judith McGillivray, Brian Carr, Newton Wainman, Dave Verner, John Inglis, and Paul Richard re MATH requirements related to high school graduation.
- Judith McGillivray, Caroline Daniels, Bob Perkins, Lorraine Irvine re the Education Plan. This is the ad hoc committee struck at the Oct. 6, 2003, Education Council meeting.
- Rob Adamoski, Judith McGillivray, Roger Elmes, David Davidson to discuss the peer review on the BA in Community Criminal Justice, all of which was positive. This is the first Kwantlen degree submitted to the new DQAB.
- David Davidson and Panteli Tritchew to set up processes for a program implementation review process for the first program cycle review to be completed by DPAC.

The Chair will be attending a two-day Board retreat with Susan Stratton from the Association of Community Colleges (ACCT) on developing governance ends policies.

Dana Goedbloed was elected vice Chair of the Council of Education Councils (COEDCO) for the next year at the meeting at the Surrey Campus on Oct. 31. The COEDCO Chairs discussed various issues they have in common. The next meeting will be at the Richmond Campus in March 2004.

Council agreed by consensus to change the February 2004 meeting date from the 2nd to the 9th.

The Chair introduced and welcomed new student representatives Kate Young and Rob Edger.

4. Standing Committee Reports

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

David Davidson reported that as there were no proposals to review at the last meeting, the committee met to discuss the new DQAB guidelines. There seems to be universal dismay and concern re the process, which is viewed as being fairly intrusive, and the anticipated timelines, which lengthen processes considerably. A small group will meet to compare old and new guidelines and to create new template/guidelines for degree developers. A memo will be sent to the deans regarding the changes, and a memo will be sent to Senior Leadership outlining the difficulties the new process appears to create for Kwantlen.

4.2. Program Review Committee (Panteli Tritchew, Chair)

Panteli Tritchew reviewed the Level One Indicators/Questions document attached to the agenda package for information, and explained that it is still a work in process. All questions in the Level One Review may not apply to all programs to be reviewed. He will bring the finished version for approval when ready.

5. Sub-Committee Reports

5.1. Curriculum Approval

Moved by Lorraine Irvine, seconded by Steve Lee, THAT Council approve the following new and revised course outlines:

NEW COURSES

ABER 0095	College Preparatory Reading
PSPR 1095	College Preparatory Reading
ACCT 4335	Taxation 2
CSWD 2110	Developing Leadership Capacity
CSWD 2145	Changing Perspectives and Paradigm Shifts
CSWD 2150	Directed Study: Community Living
CSWD 2175	The Professional Practice: Service-Learning
GDMA 1220	Print Production Software Applications 2
GDMA 1240	Graphic Design and Society II
HSRC 1225	Personal Care Skills II
HSRC 1240	Practicum – Special Care Unit
HSRC 1244	Work Role II
HSRC 1245	Home Support/Resident Care Attendant Practicum
NRSG 3211	Health 4: Promotion and Community Empowerment
NRSG 3231	Self and Others 3: Reflecting on Caring Practice
NRSG 3241	Nursing Practice 6

REVISED COURSES

CMNS 1120	Applied Oral Communications
FASN 4250	Self-Directed Study
NRSG 3220	Professional Growth 4: Research
NRSG 3225	Professional Growth 3: Nursing Inquiry
NRSG 3250	Healing/Professional Growth: Bridge Out
PHIL 2101	20th Century Analytic Philosophy

MOTION CARRIED.

(Question: Can we make G-drive accessible to students so they can see the course outlines under review?
Karen Metzger ascertained through IET that we cannot. Note: They are welcome to attend the meetings.)

5.2. Liberal Education Curriculum Committee (Maxine Mott, Chair)

No report

5.3. International Education Committee (Derek Francis, Chair)

No report. Judith McGillivray clarified for new Council members that the role of this committee is to deal with policies and only reports when there has been activity in that area.

5.4. Policy Review Committee (Jan Carrie, Chair)

Dana Goedbloed reported on Jan Carrie's behalf. She distributed the notes from Oct 21, 2003, meeting, as well as a version of the *Statement on Academic Freedom* that was reviewed by the Policy Review committee in May 2003. It was written as a statement rather than a policy on recommendation of legal counsel, as provincial and federal law overrides college policies. The statement was presented for information only and will be returned to the Policy Review committee for more work.

6. Revision: Associate of Arts, English Major

Sue Ann Cairns presented the requested revision to the Associate of Arts, English Major. She explained that the department is phasing out ENGL 1110 because of overlap with ENGL 1100. There had been unanimous approval for this change at the department level.

Moved by Judith McGillivray, seconded by Steve Lee, THAT Council approve the revision to the

Associate of Arts pending the following change:

Change 'English 1100 or 1110' to 'English 1100 and/or 1110'.

MOTION CARRIED.

7. Program concept: Bachelor of Psychiatric Nursing

David Davidson elaborated on the notes for suggested revisions during re the DPAC review of this proposal.

Sharon Andersen attended to speak to the proposal for a Bachelor of Psychiatric Nursing, which is proposed to graduates to meet new requirements for licensure and registration, and to meet the need for new workers to replace the large number who will be retiring. The College of Registered Psychiatric Nurses is recommending the baccalaureate as minimum entry into the profession. Graduates may also go on to graduate studies.

Moved by Judith McGillivray, seconded by Anita Kranz, THAT Council approve the program concept for a Bachelor of Psychiatric Nursing, pending the following revision:

Page. 1: expected start date may need to be revised

Page 2, C.1: spell out 'high school transcript'; English entry requirements for semester one will need to be the same as for semester five; Biology 12 or equivalent with a C+ or BIOL 1110 or equivalent with a C; (compare entry requirements for the BSc in Nursing)

Page 2, C.2: College of RPNs

Page 3, first paragraph: missing period

Page 4: add 'Research' to modes of instruction

Page. 5, E.7: second sentence: ~~decide upon~~ PLA options; 2nd-last sentence - ...broaden the scope and understanding...

Page 5, E.8, 4th sentence: specify the diplomas from Douglas College

Page 5, F.2, last sentence: ... work force and could become...

Page 6, first paragraph: ...increase seats in...; second paragraph: ...that we are no longer able to fill...

Page 7, Costs: specify dollar amounts wherever possible; c) 0.5 FTE Chair; check with HR for actual cost of secretarial FTE; replace C2T2 with BCcampus; can you specify an amount under New Era Funding?

Internal Consultations: should be labeled as Appendix A.

Appendix B: break down into more specific steps within each year.

MOTION CARRIED.

8. Full program proposal: Citation in Millwright/Machinist

Colin Haigh, Bob Davis, and Brian Myette spoke to the full program proposal for a Citation in Millwright/Machinist, which is the first of four levels required in both the Millwright and Machinist occupations for trade qualification.

This program prepares students for entry-level position in the industry and provides the ability for the graduate to transfer into the Millwright/Machinist Certificate program under development. Students in this program may sign on as indentured apprentices.

Colin Haigh added as a point of interest that the biggest change in preparing for the new Trades programs has been to move to the academic grading system, and that it has been successfully accomplished.

Moved by Dawna DeAdder, seconded by Steve Lee, THAT Council approve the full program proposal for a Citation in Millwright/Machinist, pending some minor editing revisions.

Page 2, 2nd bullet: change 'skill shortage' to 'shortage of skilled workers'

Page 3, last paragraph: add (formerly referred to as ELTT)

Page 5, 2nd paragraph: change 'projects' and 'projected' to 'estimates' and 'estimated'

Page 7: add © after AUTHOR and refer to the trademark name

MOTION CARRIED. 1 abstention

9. Full program proposal: Citation in Autobody Basics

George Hancock explained that the proposed Citation in Autobody Basics program follows the guidelines of the Ministry, and meets British Columbia Trades Qualification standards and Red Seal standards recognized across Canada. The program provides technical training and prepares students for entry-level positions in the trades of

Autobody Repair and Painting for certificate program. Graduates may also ladder into certificate and higher-level Autobody programs under development. Students completing the Citation may sign up as apprentices and gain credit.

Moved by Larry Rhodenizer, seconded by Bob Perkins, THAT Council approve the full program proposal for a Citation in Autobody Basics, pending s some minor editing revisions.

Page 3, first section: please lay it out as for the Millwright/Machinist Citation proposal, and move the second-last paragraph to Admission and Transfer on p. 9.

Page 6: please lay out the chart as for the Millwright/Machinist Citation proposal.

Page 8: please add a statement referring to Policy B.12 for program review.

Appendix C: please change the cost of one faculty FTE to \$90,000.

MOTION CARRIED. 1 abstention

10. Next Meeting: Monday Dec. 1, 2003

11. Adjournment: Moved by Larry Rhodenizer to adjourn the meeting at 6:55 pm.