

**Minutes of Meeting
Feb. 9, 2004**

Present:	Jan Carrie (Vice-Chair) Lisa Coan Marge Damon (Member-at-Large) Caroline Daniels Rob Edger Dana Goedbloed (Chair) Jody Gordon Wayne Jeffrey Lorraine Irvine	Anita Kranz Gerry Lengert Steven Lee Judith McGillivray Karen Metzger (Recorder) Bob Perkins Larry Rhodenizer Alexandra Richmond Kate Young
Regrets:	Lyle Courtney Dawna DeAdder	Derek Francis Skip Triplett
Guests:	Sue Ann Cairns David Davidson Roger Elmes	Lori Shortridge Zdenek Skoumal Panteli Tritchew

0. The meeting was called to order at 4:19 pm.

1. Confirmation of Agenda

Moved by Bob Perkins, seconded by Caroline Daniels, to accept the agenda with the addition of two items after item 9: Program Revision: Grad Nurse Refresher, and Program Revision: Grad Nurse Qualifier.

2. Approval of Minutes

Moved by Gerry Lengert, seconded by Kate Young, THAT Council approve the minutes of the Jan. 5, 2004 meeting as presented.

MOTION CARRIED.

3. Chair's Report

Dana Goedbloed attended the ACCC symposium Feb. 2-3 at the Fairmont Hotel, Vancouver, on program renewal and life cycles. Topics dealt with issues we are dealing with now re program review, cancellation, and renewal. Materials will be available for those interested; they are asked to contact Dana.

She reminded Council that all faculty and staff member positions are up for election this year, and asked members to consider standing for election again or to encourage their constituents to step forward. The nomination deadline is Wed. Feb. 11 at 4:30 pm.

4. Standing Committee Reports

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

DPAC met Jan. 28 and reviewed and recommends approval of the revisions to the Graduate Nurse Refresher and Graduate Nurse Qualifying programs. A few minor revisions were made. The committee also reviewed the full program proposal for the Bachelor of Psychiatric Nursing, which required more extensive revisions. The full program proposal will be brought forward to Council for approval when the revisions have been made and approved by the Chair of DPAC.

4.2. Program Review Committee (Panteli Tritchew, Chair)

On January 09, the committee chair presented an overview to the Humanities chairs about the process to date, as well as a brief overview of Policy B12. The concern was expressed that Humanities departments do not have Advisory Committees, which are referenced in our Level One indicators. The committee will take that into account for indicators development. Humanities do have extensive articulation with sister institutions.

On January 14, he made the same presentation to the Kwantlen Faculty Association. Two concerns expressed were possible workload implications and whether program reviews would be used as a means to reduce programs. The workload concerns were addressed by highlighting the intent to develop a streamlined reporting format and the supporting role of Institutional Analysis and Planning. Also, the formative aspects of Kwantlen's Program Review process were stressed.

On January 21, the Program Review Committee went through Policy B.12 in detail and suggested several minor housekeeping revisions, which will be brought forward to the Policy Review Committee.

Panteli will be making a presentation to the School of Business divisional chairs meeting on February 13th.

Kathleen Bigsby, Director of Institutional Analysis and Planning has been an excellent resource for the committee over the last few months, and has forwarded suggestions for Level One Indicators, which the committee will review on February 17th. When approved, they'll be submitted to Education Council.

At the February 17th meeting, the committee will review a draft newsletter to the Kwantlen Community, which will be sent out toward the end of next week.

Several chairs have approached Panteli about making presentations to departmental meetings, and those have yet to be scheduled.

Dana Goedbloed commended Panteli Tritchew for making it clear to those concerned that the program review process is to be primarily formative.

5. Sub-Committee Reports

5.1. Curriculum Approval

Moved by Judith McGillivray, seconded by Marge Damon, THAT Council approve the following new and revised course outlines:

NEW COURSES

AUTO 2424 Industrial Processes/Instrumentation
AUTO 2437 Circuit Application/PLC
CRWE 3120 Screenwriting I
CRWR 3220 Screenwriting II
CRWR 3130 Creative Non-Fiction I
CRWR 3230 Creative Non-Fiction II
ELST 0064 An Introduction to Canada
ELST 0181 English for Academic Purposes – Level 1
ELST 0281 English for Academic Purposes – Level 2
ELST 0381 English for Academic Purposes – Level 3
ELTN 2332 Telecom I
ELTN 2432 Telecom II
ELTN 2430 Engineering Economics
ELTN 2431 Electrical Machines
FINA 1237 Issues in Photography
MUSI 1030 Fretboard Studies I (Certificate)
MUSI 1033 Fretboard Studies II (Certificate)
MUSI 1133 Fretboard Studies I (Diploma)
MUSI 1233 Fretboard Studies II (Diploma)
PHIL 2115 Asian Philosophy
PHIL 2117 Social and Political Philosophy
PHIL 2119 Contemporary Moral Theory
PSYC 4900 Special Topics in Psychology
PTEC 1101 Electrical Safe Work Practices and Regulations
PTEC 1103 Introductory Computer Skills
PTEC 1105 Communications and Team Building
PTEC 1106 Applied Electrical Theory
PTEC 1107 Electrical Tools and Instruments
PTEC 1108 Electrical Utility Equipment
PTEC 1109 Basic Rigging and Lifting
PTEC 1110 Electrical Utility Climbing
PTEC 1111 Electrical Overhead and Underground Distribution
PTEC 1113 Physical Fitness

REVISED COURSES

FASN 2115 History of Costume
PSYC 4100 Tests and Measurements

MOTION CARRIED.

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

Moved by Steve Lee, seconded by Kate Young, THAT Council approve the following courses as Liberal Education credits:

ASTR 1100 Introduction to Astronomy
JRNL 1100 Explorations in Mass Communications
JRNL 2301 Media and Audiences
JRNL 2401 Ethics and the Media

JRNL 3200 Media and Diversity
JRNL 4200 History of Canadian Journalism
MOTION CARRIED.

5.3. International Education Committee (Derek Francis, Chair)

No report.

5.4. Policy Review Committee (Jan Carrie, Chair)

The Policy Review Committee met Jan. 19 and identified those policies that fall under the purview of Education Council for review and revision. Members of the committee took on policies that need to be reviewed and prioritized the list. The committee also drafted a mandate submitted for approval today.

5.4.1. Policies C.1, C.3, C.22

Policy C.1 Assessment of Student Eligibility

Revisions to this policy were necessary to align it with policy changes passed by the Board of Governors in 2001, and to reflect what is actual practice. Revisions are in the area of admissions criteria.

Moved by Larry Rhodenizer, seconded by Anita Kranz, THAT Council approve revisions to policy C.1 as presented.

MOTION CARRIED.

Policy C.3 President's Honour Roll

Proposed revisions to this policy were made to ensure that students carry a load of at least 12 credits in the semester being evaluated, and to be consistent with practices at other institutions.

Moved by Lorraine Irvine, seconded by Caroline Daniels, THAT Council approve the revisions to Policy C.3.

There was discussion about the rationale for the number of credits carried in the term being evaluated. The student representatives suggested that a course load of 9 credits is considered a full load, the number of credits be reduced from 12 to 9.

Moved by Rob Edger, seconded by Lisa Coan, to change the number of credits from 12 to 9.

Moved by Judith McGillivray to table the motion in order that the policy be returned to the Policy Review Committee for further review.

MOTION CARRIED, 1 opposed.

Policy C.22 Graduation with Distinction

There was general discussion about the impacts of evaluating all four years versus only the last two years of a program when assessing students for Graduation with Distinction.

Moved by Steve Lee, seconded by Kate Young, THAT Council approve the revisions to Policy C.22.

MOTION DEFEATED.

The policy will go back to the Policy Review Committee for re-evaluation.

5.4.2. Mandate

Jan Carrie introduced the proposed mandate and membership of the Policy Review Committee, as approved by the committee at the previous meeting.

Moved by Bob Perkins, seconded by Larry Rhodenizer, THAT Council approve the mandate and membership of the Policy Review Committee as presented.

Moved by Rob Edger, seconded by Lisa Coan, to amend the membership of the Policy Review Committee to state that the student representative be appointed by the KSA.

MOTION DEFEATED

Vote on original motion: MOTION CARRIED

6. Changes to High School Curriculum, Steve Dooley

Steve Dooley presented the revised high school graduation requirements effective Sept. 2004, which will impact the cohort that graduates in 2008, or earlier if they have dual credits. The new requirements present some opportunities for Kwantlen to connect with students in grade 10, as they will be guided to start thinking about educational goals in grade 10.

a) Grade 10 credits will be included, and all post-secondary credits will count toward graduation.

- b) There will be five mandatory provincial exams (three in Grade 10, one of either Grade 11 or 12 Social Studies, and Grade 12 Language Arts).
 - c) Locally developed course limits will increase from two to no limit.
 - d) There will be eight focus areas: Business & Marketing; Fine Arts Design and Media; Fitness and Recreation; Hospitality Foods and Tourism; Humanities and Liberal Arts; Sciences; Trades and Technology
 - e) Three pathways were created for math courses (Applications, Essentials, and Principles).
- Kwantlen might assess the impact of the revised high school graduation requirements on our entrance requirements.

7. Concept: BA in Music Pedagogy, Zdenek Skoumal

Zdenek Skoumal presented the program concept for a BA in Music Pedagogy. He explained that this proposed degree program aims to fulfill a need for many professional musicians, who spend part of their time as musicians in a teaching role. To be successful, they need additional education in musicianship, in how to teach, and in how to be businesspersons. This professional degree will be unique in Canada.

Moved by Bob Perkins, seconded by Alexandra Richmond, that Council approve the program concept for a BA in Music Pedagogy, pending the following revisions:

Page 2, C.1 - include music pre-major

Page 2, C.2 - change wording to 'physical challenges' and 'wheelchair usage'

Page 3, 2 - Council suggests including courses from sociology, philosophy, design

Page 3, 3 - Council suggests including research papers

MOTION CARRIED. 1 abstention (Wayne Jeffrey)

8. Music Pre-major Articulation

Zdenek Skoumal presented the Music Pre-Major articulation agreement for information only.

9. AA English change

Moved by Bob Perkins, seconded by Marge Damon, THAT Council approve the revision to the AA in English.

Sue Ann Cairns explained that the proposed revision resulted from the English department streamlining their course offerings to reduce redundancy and to move some courses into the second year, where they better belong. This will also result in more students taking second-year English courses.

MOTION CARRIED. 2 abstentions.

10. Program Revision: Grad Nurse Refresher, Lori Shortridge

Moved by Wayne Jeffrey, seconded by Marge Damon, that Council approve the proposed revisions to the Graduate Nurse Refresher program as presented.

Lori Shortridge attended to speak to the proposed revision to both the Graduate Nurse Refresher program and the Graduate Nurse Qualifying program. Both programs have been repackaged to improve student access. The proposed repackaging includes having intakes on a monthly basis rather than twice a year. The existing preceptorship courses have been split into two separate parts: theory and preceptorship. Some of the program prerequisites have been moved to the preceptorship courses, which allows students to start the theory courses while they work on the prerequisites for the Preceptorship courses. No content or outcomes have changed. Credits have changed slightly to reflect the actual outcomes.

MOTION CARRIED.

11. Program Revision: Grad Nurse Qualifier. Lori Shortridge

Moved by Kate Young, seconded by Steve, that Council approve the proposed revisions to the Graduate Nurse Qualifier program, pending the following minor revision: the credential earned is a Statement of Completion rather than a Citation.

MOTION CARRIED. 1 abstention.

12. Next Meeting: Monday Feb. 23, 2004 (alternate meeting)

13. Adjournment: Moved by Larry Rhodenizer to adjourn the meeting at 6:30 pm.