

**EDUCATION COUNCIL
Minutes of Meeting
June 7, 2004**

Present:	Theresa Abraniuk Robert Adamoski Jan Carrie Jim Cohoon Marge Damon Caroline Daniels Bob Davis Roger Elmes Dana Goedbloed, Chair	Nancy Graham Steven Lee Judith McGillivray Karen Metzger, Recorder Susan Murray James Panabaker Takashi Sato
Regrets:	Lisa Coan David Davidson Rob Edger	Derek Francis Jody Gordon Newton Wainman
Guests:	Alice Boyd Penney Grylls Joanne Massey Maxine Mott Jean Nicolson Church	Rhondda Porter Carolyn Robertson Panteli Tritchew

1. New Member Orientation

The Chair called the meeting to order at 10:05 am, and welcomed the incoming members to Council.

She explained the content of the Education Council binder distributed at the meeting, and made special note of the following:

Section 4: College and Institute Act – Dana used the matrix of Education Council responsibilities as derived from the Ministry to describe the Sole, Advisory, and Joint roles.

Section 5: Sub-committees:

Dana explained briefly the roles of the standing and sub-committees. A new sub-committee for program prioritization will be established in the fall.

ACTION:

Karen will send email asking members to step forward to create the program prioritization sub-committee being established in the fall.

Section 6: Program Development:

Dana outlined the program approval process through internal committees, DPAC, and Council, as well as the Ministry process for diploma and degree programs.

A round robin of introductions followed the orientation part of the meeting.

2. Confirmation of Agenda

The agenda was confirmed by consensus.

3. Approval of Minutes (May 3, 2004 and May 10, 2004)

Moved by Marge Damon, seconded by Caroline Daniels, THAT Council approve the minutes of the May 3, 2004 meeting as presented.

MOTION CARRIED.

Moved by Theresa Abraniuk, seconded by Caroline Daniels, THAT Council approve the minutes of the May 10, 2004 meeting as amended:

Item 7: add a statement to the effect that Council advised the Board that the motion was defeated.

MOTION CARRIED.

4. Chair's Report

Dana referred members to the information item regarding changes in curriculum requirements as SFU that were approved by their Senate in May and spoke of the implications of those changes.

5. Standing Committee Reports

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

David Davidson was unable to attend due to illness.

5.2. Program Review Committee (Panteli Tritchew, Chair)

Panteli distributed the *Terms of Reference for Program Review Committee* and gave a brief history of the committee, which is charged with developing and implementing program review according to a directive of the Ministry, and guided by *Policy B.12 Program Review*. He emphasized that program review is to be primarily formative, to allow programs to identify strengths and weaknesses for the purpose of making improvement as needed. The committee has representation from all areas within Kwantlen. Level One Indicators are close to being ready to present to Council, after a draft version has been distributed to departments for review and feedback.

6. Sub-Committee Reports

6.1. Curriculum Approval

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

New Courses

- CMNS 1160 Communications and Teamwork
- CMNS 2130 Communications for Design Professionals
- HRTT 1105 Horticulture Work Experience
- MFAB 1105 Mathematics/Science for Metal Fabrication
- MFAB 1110 Trade Specific Tools
- MFAB 1115 Basic Power Stationary Equipment
- MFAB 1120 Oxy-fuel and Cutting Equipment
- MFAB 1125 Welding for Metal Fabrication
- MFAB 1130 Read Basic Drawings
- MFAB 1140 Basic Metal Fabrication
- MFAB 1150 Metallurgy Theory

Revised Courses

- ABTY 1202 Legal Office Procedures – Corporate Law
- ABTY 1291 Medical Terminology
- CRIM 3100 Advanced Theories of Crime and Community
- CRIM 3103 Quantitative Data Analysis
- CRIM 3212 Community Corrections
- CRIM 3305 Law and Society
- CRIM 3307 Issues in Conflict Resolution
- HORT 1217 Introduction to Pest Management
- HORT 2300 Horticulture Work Experience
- HORT 2333 Turfgrass Pest Management
- HORT 2371 Floriculture 1
- HORT 2378 Greenhouse and Nursery Pests

MOTION CARRIED.

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

No report.

6.3. International Education Committee (Derek Francis, Chair)

No report.

6.4. Policy Review Committee (Jan Carrie, Chair)

Jan reported that the May meeting had been cancelled because there would not be quorum. The committee will continue with the reviews of *Policy C.42 Minimum Requirements for Graduation*, *Policy C.5 Appeals of Academic Decisions*, and *Policy B.12 Credit for Prior Learning* at the meeting on June 21. It is not necessary to be a Council member to serve on this committee, which meets monthly, and individuals are welcome to join the committee for the review of policies they have a particular interest in for that time and purpose only.

7. SETA: Admission Requirements Change

Carolyn Robertson stated that since the start of the SETA program in 1996, changes in the field and at the university college are making it prudent to change the entrance requirements to the program. She explained the proposed changes as per the attached document. The changes remove barriers and have no negative effect on applicants to the program.

Dana reminded Council that selective entry programs can set their own entry requirements.

Moved by Roger Elmes, seconded by Caroline Daniels, THAT Council approve the revised admission requirements for the Special Education Teacher Assistant (SETA) program as presented, for implementation in Sept. 2004.

MOTION CARRIED – 1 abstention.

8. Program revision: Home Support/Resident Care Attendant Certificate

Nancy Graham presented the proposed revision to entrance requirements for the Home Support/Resident Care Attendant program. The change reduces the hours of volunteer work in the field from 40 to 30, and provides an option to accept related relevant experience. The change removes a possible barrier for applicants.

Moved by Theresa Abraniuk, seconded by Roger Elmes, THAT Council approve the change in admission requirements for the Home support/Resident Care Attendant program as attached, effective September 2004.

MOTION CARRIED – 2 abstentions

9. Program Revision: Home Support/Resident Care Attendant Certificate Restructuring

Nancy Graham explained that it had become obvious through the first delivery of the program starting last fall that the workload for students was too heavy in the first semester. The proposed changes involve splitting one course and delivering one part in each semester, moving another course from first to second semester, and expanding the program from 25 to 30 weeks. There will be no change in credits. Students have expressed support for these changes. The changes are set for implementation in January 2005

Moved by Jim Cohoon, seconded by Roger Elmes, THAT council approve the restructuring of the Home Support/Resident Care Attendant Certificate program as presented, for implementation Jan. 2005.

MOTION CARRIED – 2 abstentions.

10. CTC Drafting/CADD Articulation Agreement

A CTC Drafting/CADD articulation agreement was approved by Council in April 2004, and has been resubmitted with some revisions that had subsequently become necessary. Joanne Massey explained that this agreement is a variation on the Career Technical Consortium (CTC) agreements, which have been running successfully for more than five years. On approval of the articulation agreement, school districts would purchase one seat in the program to be shared by eight high school students. At present, a pilot project is running in which students are placed at Kwantlen for work experience. The pilot project is working well. Students in the pilot project are not getting Kwantlen credits, but could get advanced placement.

The previous version of the agreement will be considered void.

Moved by Bob Davis, second by Theresa Abraniuk, THAT Council approve the revised articulation agreement for the CTC Drafting/CADD Advanced Placement Program between Kwantlen and school districts.

MOTION CARRIED.

11. Accuplacer Test

Rhonda Porter, chair of Language Competency Liaison Committee (LCLC), presented the proposal to adopt the Accuplacer test for assessing students for English Language Studies. The Accuplacer gives a finer measure than the SLEP test currently being used, and helps to place students more accurately. It is an online computer-adaptive test, which adapts questions to student performance. The ACP department has done pilot with Accuplacer and were quite pleased.

The cost for the test is under \$10 per student, and it requires no marking or use of paper. Kwantlen controls access to the Website for students, and they cannot bring in results from outside. In response to questions, Rhonda stated that the test seems carefully constructed without cultural bias.

Current prerequisites will continue to be in place for two years.

Dana Goedbloed stated that all affected course outlines would need to come through the Education Council curriculum sub-committee for approval.

Moved by Steve Lee, seconded by Susan Murray, THAT Council approve the Accuplacer test for student placement into English Language Studies.

MOTION CARRIED.

12. FPP: Bachelor of Psychiatric Nursing

Maxine Mott and Jean Nicholson Church attended to present the full program proposal (FPP) for a Bachelor of Psychiatric Nursing degree, which was brought before Council for a second time to address specific concerns.

Maxine Mott clarified issues from the previous presentation to Council, as follows:

- a) She said that the FPP had received approval by the divisional curriculum meeting in a different format, and that the content had not been changed when the format was adapted to reflect current requirements.
- b) All faculty members have agreed to let their names be included in the FPP.
- c) There is sufficient laboratory space for the proposed program.
- d) External review with Mount Royal College, B.C., and Brandon University, Manitoba, have both resulted in recommendations that have been incorporated into the FPP.
- e) There is verbal approval from Douglas College, which will be followed up by a written statement, and negotiations will continue re comments after posting on PSIPS. The Chair of Education Council will receive the statements to include in the FPP.
- f) Graduates of the program will be able to stream into several Master's program options at other institutions.
- g) The College of Registered Psychiatric Nurses of British Columbia (CRPNBC) had asked for additional information re content and standards, which has been included in an addendum in the FPP. There is interim approval for the program by CRPNBC.
- h) Questions about library costs have been addressed.

Moved by Roger Elmes, seconded by Steve Lee, THAT Council approve the full program proposal for a Bachelor of Psychiatric Nursing, pending revisions as follows:

- a) Include Notice of Intent; for implementation date, state only 'January 2005, subject to approval'
- b) Page 2, last paragraph: remove reference to tuition costs, and add wording as per BA proposals (consult Judith McGillivray)
- c) Page 3. first paragraph: clarify that students choose streams in practicums (change 'stream' to 'streams')
- d) Page 5: one 1200-level ENGL course, and link to the Calendar
- e) Identify the Liberal Education credits, and link to Liberal Education policy
- f) Calendar descriptions: delete UT where it shows up
- g) Page 21, 7.a) spell out SPSS and clarify that 'Nudist' is a software program; 2nd paragraph: ...holdings may be available ...
- h) Page 19: Outline HR plan for years 1-4
- i) CVs will have to be available for DQAB, though they will not be posted on the public PSIPS Website.
- j) Remove information about distance component/mixed mode delivery and add in an appendix as part of future planning before placing FPP on PSIPS.
- k) The FPP will not be posted on the PSIPS website until all recommendations/requests have been addressed and forwarded to the Chair.

MOTION CARRIED - 1 abstention

13. Elections: Education Council Executive

Penney Grylls, Manager, Regulatory Affairs, and Alice Boyd, Confidential Secretary to the Registrar, conducted the elections of executive officers on behalf of Jody Gordon, Registrar. Executive officers are elected on an annual basis, as per the College & Institutes Act.

The results of the elections are as follows:

MOVED by Caroline Daniels, seconded by Marge Damon for the position of Chair: Dana Goedbloed.

CARRIED by acclamation.

MOVED by Marge Damon, seconded by Dana Goedbloed for the position of Vice-Chair: Jan Carrie

MOVED by Bob Davis, seconded by Roger Elmes for the position of Vice-Chair: Newton Wainman

CARRIED: Jan Carrie was elected

MOVED by Dana Goedbloed, seconded by Caroline Daniels for the position of Member-at-Large: Marge Damon

CARRIED by acclamation

14. Next Meeting: Wed. June 30, 2004, 10:00 am to 3:00 pm, G 2110, Surrey Campus.

15. Adjournment: Steve Lee moved to adjourn the meeting at 2:55 pm.