

EDUCATION COUNCIL MINUTES

March 7, 2005

Present:	Rob Adamoski	Judith McGillivray
	Jan Carrie	Ken McIntyre
	Jim Cohoon	Karen Metzger, Recorder
	Bob Davis	Victoria Moore
	Roger Elmes	Susan Murray
	Dana Goedbloed, Chair	James Panabaker
	Nancy Graham	Newton Wainman
	Kristina Kearley	

Regrets:	Caroline Daniels	Bernice O'Shea
	Marge Damon	Skip Triplett
	Derek Francis	Takashi Sato
	Jody Gordon	

Guests:	David Davidson	Maureen Moore
	Julie Kemble	Maxine Mott
	Gerry Lengert	

1. Confirmation of Agenda

The Chair called the meeting to order at 4:20 pm.

The agenda was approved by consensus as amended: change item 9 from 'Motion' to 'Update', and after item 9, add Policy B.4.

2. Approval of Minutes (Feb. 7, 2005)

Moved by Nancy Graham, seconded by Jim Cohoon, THAT Council approve the minutes of the Feb. 7, 2005 meeting as presented.

MOTION CARRIED.

3. Chair's Report

Dana reported that she has been working with ad hoc committees on policies on program prioritization and program cancellation, which have both been before the Policy Review committee once, and are undergoing further refinements.

She requested Council to plan to use the alternate meeting scheduled for May 16 to allow the June 20 meeting to be set aside for a Council retreat for the purpose of planning for the next year. Some possible topics for planning include policy development, looking at the Act as it related to Education Council, activities to take on for next year (e.g., minimal standards for English, internationalizing curriculum). If Council moves toward becoming more of a senate-like body, we may have to look at open-ended meetings.

Elections for Council executive for 2005-2006 will be held at the June 20 meeting.

The June 6 meeting will be cancelled as Dana and Jan will be attending the ACCC Annual Conference in Moncton, New Brunswick, June 5-7.

4. Standing Committee Reports

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

David reported that at its Feb. 23 meeting DPAC reviewed and recommended approval of two items on today's agenda: the Trades Curriculum Framework, and the FPP for the Gerontology-Based Therapeutic Recreation program. DPAC also recommended approval of the FPP for a B.Sc. in Integrated Pest Management, which will come to Council next month. The committee forwarded to Council a proposal re registration of Journalism students, which included some problematic areas not

under DPAC's purview, also for the next meeting.

4.2. Program Review Committee (Panteli Tritchew, Chair)

Dana reported on Panteli's behalf. So far, the committee has developed, and Education Council has approved, the following:

- Mandate and Terms of Reference
- Policy B12, which define the principles, policies and processes for reviews
- Indicator Categories
- (Pilot) Level One Indicators, and
- Program Review Cycle Principles

Last week the committee didn't meet because it is awaiting input from programs that are "testing" the Pilot Level One Indicators. Camosun College has an excellent model that we can adapt as a template for Level Two Reviews.

In the next few months we will,

- Assimilate feedback from programs that are piloting the review
- Finalize the Level One Indicators as per feedback
- Schedule a workshop with the Camosun College facilitators regarding their process, and
- Adopt the Camosun model to Kwantlen for our Level Two Review process.

The Applied Communications and Marketing programs have been scheduled to do Pilot Reviews, and the Applied Psychology degree and SETA programs have expressed interest as well. In terms of full implementation by the institution, current Pilot Level One Reviews can be used by programs that would like to undergo a review.

5. Sub-Committee Reports

5.1. Curriculum Approval

Moved by Newton Wainman, seconded by Rob Adamoski, THAT Council approve the following new and revised course outlines:

NEW COURSES

UNIV 1100 Introduction to University/College Studies

REVISED COURSES

FINA 1100 Introduction to Drawing

FINA 1110 Introduction to Painting

FINA 1111 Professional Practices

FINA 1130 Ceramics I

FINA 1131 Introduction to Sculpture

FINA 1135 Introduction to New Media

FINA 1142 Introduction to Print Media

FINA 1145 Monotype - The Painted Print

FINA 1165 Visual Language and Composition

FINA 1170 Photography I

FINA 1200 Drawing II

FINA 1210 Painting II

FINA 1230 Ceramics II

FINA 1231 Sculpture II

FINA 1242 Intermediate Print Media

FINA 1265 Form, Structure, and Materials

FINA 1270 Photography II

FINA 2300 Advanced Drawing/Senior Studio I

FINA 2310 Advanced Painting Studio I

FINA 2330 Ceramics III

FINA 2331 Sculpture III

FINA 2342 Advanced Print Media

FINA 2365 Design III

FINA 2400 Advanced Drawing/Senior Studio II

FINA 2410 Advanced Painting Studio II

FINA 2430 Ceramics IV
FINA 2431 Sculpture IV
FINA 2465 Design IV
HORT 1116 Introductory Equipment Maintenance
HORT 2330 Advanced Turf Management
HORT 2333 Turfgrass Pest Management
HORT 2334 Irrigation, Drainage and Lighting
MFAB 1100 Safe Working Procedures
MFAB 1110 Trade-Specific Tools
MFAB 1115 Basic Stationary Power Equipment
MFAB 1125 Welding for Metal Fabrication
MFAB 1130 Read Basic Drawings
MFAB 1140 Basic Metal Fabrication

MOTION CARRIED.

5.2. International Education Committee (Derek Francis, Chair)

No report.

5.3. Policy Review Committee (Jan Carrie, Chair)

Jan reported that the committee met on Feb 21 and reviewed the first drafts of policies on program prioritization and on program cancellation, both of which are back with the ad hoc committees for further work. The committee also reviewed and recommends approval of the *Principles of Academic Freedom*. Review of Policy B.4 *Final Examinations and Grade Reporting for Semester-Based Courses* was tabled because Jody Gordon was unable to attend.

At the next meeting, the committee will review policies B.2 *Attendance and Performance in Individualized Continuous Intake Programs* and C. 33 *Waitlists for Continuous-Intake Programs*.

5.3.1. Policy C. 23 Academic Standards For Undergraduate Programs

Maureen Moore, Manager Records & Graduation, explained that the impetus behind the review and revision of this policy was the concern of students and their parents about the timeline between being placed on academic probation and being required to withdraw. Before the revision, students on academic probation could in fact improve their work in the second semester and still be required to withdraw. Currently, students are notified that they are on academic probation two or three weeks into the semester, which is after the deadline to withdraw from a course with a refund.

The revision includes adding an academic warning, and increasing the number of credits from 9 to 18 before a student can be placed on academic probation, which allows students to take better advantage of support services through Counselling and Advising. This change may also reduce the number of students required to withdraw. During the Fall of 2004, 299 students were required to withdraw; an average of 1000 students per semester are put on academic probation.

The revision also changes academic suspension from five years to one year, as students have been going on to other institutions rather than wait five years to return.

A statement is to be inserted re assisting students to access appropriate services and programs to improve areas of deficiency.

There was general discussion about improving student skills assessments and placing students more appropriately, and also about students on academic probation possibly being required to access support services.

Moved by Victoria Moore, seconded by Bob Davis, THAT Council approve the revised Policy C. 23.

(Not voted on)

Moved by Roger Elmes, seconded by Ken McIntyre, to table the motion.

MOTION CARRIED.

6. FPP: Gerontology -Based Therapeutic Recreation

Julie Kemble and Maxine Mott presented the full program proposal for a *Gerontology-Based Therapeutic Certificate* program. This program was approved by Education Council on Dec. 3, 2001, via Letter of Intent, as a cost-recovery program under Continuing Education where full program proposals were not required. This full program proposal completes the current approval process.

The program is now offered through the Community and Health Studies division. The program has incorporated some changes identified in the process of developing the FPP and now articulates with the *Recreation Therapy* diploma program at Douglas College and the *Rehabilitation Services* diploma program at Lethbridge Community College. The program name has been changed to include 'Therapeutic' to better reflect current practice as well as job titles and descriptions.

There is continued high demand for graduates of the program.

Moved by Nancy Graham, seconded by Newton Wainman, THAT Council approve the full program proposal for a *Gerontology-Based Therapeutic Certificate* program.

MOTION CARRIED. 1 abstention (Jan Carrie)

Implementation is planned for September 2005.

7. Trades Curriculum Framework

Jan Carrie took the chair to allow Dana Goedbloed to speak to the Trades Curriculum Framework, which she has been involved in developing.

Dana Goedbloed and Gerry Lengert presented the *Trades Curriculum Framework for Programs to Diploma-level Credentials*, which lays out a map for creating credentials for trades programs based on the academic model. It is the result of years of work started by faculty in the Millwright program.

The Trades Curriculum Framework will apply to the development of more than forty different credentials in the Trades areas. It integrates the philosophy of trades education and the distinct way of delivering trades education with specific math, science, and English/communication courses and liberal education components.

All trades programs currently under development will follow the curriculum framework document. They have already been prioritized in the plan for the Cloverdale campus. Full program proposals will follow the current Ministry template. All new programs must meet any provincial and/or national standards where they exist.

Developing credentials in trades is anticipated to encourage more students to pursue a trades education, and will help to create career paths in trades. Students can start programs in secondary school and earn triple credits: secondary school, post-secondary school, and apprenticeship. Developers of the framework are working with Thompson Rivers University, which is developing pathways to degrees.

The Metal Fabrication Certificate program, which is the pilot project using the framework, is just starting its second intake and reports that both students and the Office of the Registrar prefer this model.

Moved by Kristina Kearley, seconded by Bob Davis, THAT Council approve the *Trades Curriculum Framework for Programs to Diploma-level Credential as presented.*

MOTION CARRIED.

8. Principles of Academic Freedom

Dana presented the *Principles of Academic Freedom* for approval after an extensive process of discussions and feedback among Education Council, the Policy Review Committee, the broader Kwantlen community, and legal counsel, which took place over the last several years.

This is to be a living document initiated as guiding principles, and will be revisited as the need arises.

There was discussion about intellectual property and copyright, which is not covered in these principles and may need to be dealt with in a separate policy or by individual agreements.

Moved by Jan Carrie, seconded by Kristina Kearley, THAT Council approve the Principles of

Academic Freedom as presented.

MOTION CARRIED.

9. Update re By-Law

Kristina Kearley stated that she has sent drafts of her proposed changes to the Education Council By-Laws to some experts for feedback. She hopes to have something to present at the next meeting.

10. Policy B.4 Final Examinations and Grade Reporting for Semester-Based Courses

Judith McGillivray has received inquiries from faculty about relaxing Policy B.4 for this term because of the shorter timelines created by the labour disruptions. *Policy B.4 Final Examinations and Grade Reporting for Semester-Based Courses* states: "No assignment, test or examination worth more than 10% of the final grade shall be given in class during the last two (2) weeks prior to the formal final examination period for a semester or the last one (1) week prior to the formal final examination period for a session. This maximum also applies to courses without a final examination."

Moved by Roger Elmes, seconded by Jan Carrie, THAT Council approve allowing tests worth more than 10% in the last two weeks of the term for the Spring 2005 term only.

MOTION CARRIED. 1 objection (Kristina Kearley)

Amended motion: THAT Council approve allowing tests worth more than 10% in the last two weeks of the term for the Spring 2005 term only, **conditional on approval of majority of students present on the date of the vote in each class where this is proposed.**

AMENDED MOTION DEFEATED.

11. Next Meeting: Monday, April 4, 2005 at 4:15 pm.

12. Adjournment: Moved by Ken McIntyre to adjourn the meeting at 5:48 pm.