

EDUCATION COUNCIL

Minutes of Meeting, Apr. 4, 2005

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| Present: | Rob Adamoski Jan Carrie Jim Cohoon Marge Damon Bob Davis Derek Francis Dana Goedbloed, Chair Jody Gordon Nancy Graham Kristina Kearley | Judith McGillivray Ken McIntyre Karen Metzger, Recorder Susan Murray James Panabaker Newton Wainman Skip Triplett Takashi Sato |
| Regrets: | Roger Elmes Victoria Moore Bernice O'Shea | |
| Guests: | Brian Carr Carol Barnett | David Davidson Rob Fleming |

1. Confirmation of Agenda

The Chair called the meeting to order at 4:18 pm.

The agenda was confirmed with the following amendments: item 6. *Journalism Student Registration* was deleted, and two items: *Academic Schedule*, and *B.A. Entrance Requirements* were added in its place.

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

Moved by Jan Carrie, seconded by Judith McGillivray, THAT Council approve the minutes of the Mar. 7, 2005 meeting as presented.

MOTION CARRIED.

3. Chair's Report

The Chair reported that she met with CoEdCo chairs on March 19 at Vancouver Community College. Discussions included:

- the recent VCC decision wherein the faculty association challenged the change in the length of a program by administration without consulting with either Education Council or the Board of Governors. The Court ruled in favour of the faculty association and Education Council.
- The change in status for University College of the Cariboo as it becomes Thompson Rivers University (TRU) and its implications for EdCo. The EdCo will be replaced by an Academic Council, with the President of TRU as its Chair.
- A visit by Brian Clewes, CEO of the Industry Training Authority (ITA) to clarify the distinct roles of EdCo and ITA as governing bodies and responsibilities for approving curriculum. He stated that EdCo would continue to approve curriculum for credentials and ITA approves curriculum developed by Industry Training Organizations (ITO).

4. Standing Committee Reports

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

David Davidson said that DPAC at the Mar. 23, 2005 meeting reviewed and recommends approval of the following:

- FPP for a Millwright Technology diploma program, which will come forward to Council in May
- Revision to the Applied Science (Engineering) certificate program, which is on this agenda.

DPAC also discussed the maximum number of credits for degrees. Credit loads are considered on a

program-by-program basis, and must also match any requirements for external accreditation.

4.2. Program Review Committee (Panteli Tritchew, Chair)

Dana Goedbloed reported on behalf of Panteli Tritchew, who was unavailable. The committee is in hiatus mode until reports come in from the programs going through a pilot Level One Review, which should be later in May. Panteli is in the process of setting up a meeting with program review facilitators from Camosun College, which uses a process that we might adapt for our level two review.

5. Sub-Committee Reports

5.1. Curriculum Approval

Moved by Newton Wainman, seconded by Nancy Graham, THAT Council approve the following new and revised course outlines, and the renaming of ABE courses:

NEW COURSES

- ABEE 0089 Writing Skills
- ENGP 1089 Writing Skills
- ENGQ 1099 Writing Skills with Readings
- CMNS 1130 Introduction to Communications Studies
- CRIM 4410 Policy & Program Evaluation
- FSDN 4102 Textile Studies for Teachers: Personal Pattern-Making Using CADTERNs Software
- MATH 1111 Pre-Calculus Algebra Development
- MATH 1113 Pre-Calculus Algebra
- Math 1152 Matrix Algebra for Engineers
- UNIV 4100 Senior Year Transition

REVISED COURSES

- ABTY 1202 Legal Office Procedures - Corporate Law
- ABTY 1203 Legal Office Procedures - Conveyancing
- ABTY 1204 Legal Office Procedures – Wills & Estates
- ABTY 1205 Legal Office Procedures - Litigation
- ELST 0041 Foundations Level – Reading and Writing
- MATH 1112 Pre-Calculus Algebra
- MATH 1117 Environmental Mathematics

Newton Wainman explained the rationale for the changes in acronym and course numbers for the following:

ABE acronyms will be kept for ABE courses. The fourth letter will continue to be used to denote subject: ABEB for biology, ABEE for English, etc.

PSP acronyms will be dropped in favour of subject acronyms. BIOP will replace PSPB for biology, ENGP will replace PSPE for English, etc.

Numbering for most math and science courses will indicate level: 0011/1011 for grade 11 level, 0012/1012 for grade 12 level, etc.

| Old | New | = | Old | New |
|-----------|-----------|---|-----------|-----------|
| ABEM 0063 | ABEM 0008 | | PSPM 1063 | MATP 1008 |
| ABEM 0071 | ABEM 0009 | | PSPM 1071 | MATP 1009 |
| ABEM 0072 | ABEM 0010 | | PSPM 1072 | MATP 1010 |
| ABEM 0082 | ABEM 0011 | | PSPM 1082 | MATP 1011 |
| ABEM 0027 | ABEM 0027 | | PSPM 1027 | MATP 1027 |
| ABEB 0086 | ABEB 0011 | | PSPB 1086 | BIOP 1011 |
| ABEB 0096 | ABEB 0012 | | PSPB 1096 | BIOP 1012 |
| ABEP 0088 | ABEP 0011 | | PSPP 1088 | PHYP 1011 |
| ABES 0074 | ABES 0010 | | PSPS 1074 | SCIP 1010 |
| ABES 0028 | ABES 0028 | | PSPS 1028 | SCIP 1028 |
| ABEA 0024 | ABEA 0024 | | PSPA 1024 | ENGA 1024 |

| | | | |
|-----------|-----------|-----------|-----------|
| ABEE 0025 | ABEE 0025 | PSPE 1025 | ENGP 1025 |
| ABEE 0050 | ABEE 0050 | PSPE 1050 | ENGP 1050 |
| ABEE 0060 | ABEE 0060 | PSPE 1060 | ENGP 1060 |
| ABEE 0070 | ABEE 0070 | PSPE 1070 | ENGP 1070 |
| ABEE 0078 | ABEE 0078 | PSPE 1078 | ENGP 1078 |
| ABEE 0079 | ABEE 0079 | PSPE 1079 | ENGP 1079 |
| ABEE 0081 | ABEE 0081 | PSPE 1081 | ENGP 1081 |
| ABEE 0091 | ABEE 0091 | PSPE 1091 | ENGP 1091 |
| ABEE 0097 | ABEE 0097 | PSPE 1097 | ENGP 1097 |
| ABER 0065 | ABER 0065 | PSPR 1065 | ENGR 1065 |
| ABER 0075 | ABER 0075 | PSPR 1075 | ENGR 1075 |
| ABER 0085 | ABER 0085 | PSPR 1085 | ENGR 1085 |
| ABER 0095 | ABER 0095 | PSPR 1095 | ENGR 1095 |
| ABEW 0064 | ABEW 0064 | PSPW 1064 | ENGW 1064 |
| ABEW 0074 | ABEW 0074 | PSPW 1074 | ENGW 1074 |
| ABEW 0084 | ABEW 0084 | PSPW 1084 | ENGW 1084 |

MOTION CARRIED.

ACTION: The ABE department will inform other departments using any of these courses as prerequisites for any of their courses.

5.2. International Education Committee (Derek Francis, Chair)

No report.

5.3. Policy Review Committee (Jan Carrie, Chair)

Jan Carrie reported that the committee has reviewed and is bringing forward for approval policies *B.7 Attendance and Performance in Semester and Other Term Based Courses* and *C.23 Minimum Academic Standards for Undergraduate Programs* .

Policies *B.2 Attendance and Performance in Individualized Continuous Intake Programs* , *C.33 Waitlists for Continuous Intake Programs* , and *B.4 Final Examinations and Grade Reporting for Semester-Based Courses* are still undergoing review by concerned parties.

5.3.1. Policy B.7 Attendance and Performance in Semester and Other Term Based Courses

Jan Carrie reviewed the changes, which included updating the language and making it consistent throughout, and the policy has been reformatted to reflect the current standard.

Moved by Cate Anderson, seconded by Ken McIntyre, THAT Council approve the revised policy *B.7 Attendance and Performance in Semester and Other Term Based Courses* as presented.

MOTION CARRIED.

5.3.2. Policy C.23 Minimum Academic Standards for Undergraduate Programs

This policy was reviewed by Education Council at its March 7, 2005 meeting, and was tabled at that meeting because of concerns about implications for Counselling and Advising if students under this policy will be required to access their services. Such language has not yet been included in the policy. There is an urgent need to approve the policy as presented in order to serve current students better.

Moved by Newton Wainman, seconded by Bob Davis, THAT Council approve the revised policy *C.23 Minimum Academic Standards for Undergraduate Programs* as presented.

MOTION CARRIED. 2 abstentions.

6. Semester Schedule Policy

Education Council has received a request from the Board of Governors to provide advice on setting the academic schedule, which should be guided by policy. The academic schedule includes beginning and end dates for a semester, exam dates, reading breaks, and statutory holidays, and must ensure that semesters are of adequate length. As no such policy is in place, one will need to be developed.

The policy would be housed in the President's area.

The Chair called for volunteers to sit on an ad hoc committee to draft a policy to guide the academic schedule. She asked members to indicate their interest via email.

7. B.A. Degree Entrance Requirements: For information

Rob Fleming clarified the required courses within the B.A. degree programs.

8. Program Revision: Applied Science (Engineering)

Brian Carr presented the proposed revision to the Applied Science (Engineering) certificate program. He explained that the changes will align our program better with the UBC engineering program, which has undergone some changes in recent years, and also with the program at UVic. Students may block-transfer to UBC and UVic, but will still transfer to SFU on a course-by-course basis as SFU's program differs sufficiently from the programs at UBC and UVic. This program revision will enable students to take better advantage of the Premier's 'double the opportunity' initiative for electrical engineering.

Moved by Takashi Sato, seconded by Ken McIntyre, THAT Council approve the revisions to the Applied Science (Engineering) certificate program as presented.

MOTION CARRIED.

9. FPP: Bachelor of Science in Integrated Pest Management

Carol Barnett and Brian Carr attended to present the full program proposal for a Bachelor of Science in Integrated Pest Management. This degree program is a blend of science and horticulture, and is similar to degrees offered in California. It aligns well with a master's degree at SFU, where they are discontinuing the bachelor's program because faculty in the area are retiring. Graduates will be well prepared to fill the strong need for workers in the field.

Moved by Cate Anderson, seconded by Susan Murray, THAT Council approve the full program proposal for a Bachelor of Science in Integrated Pest Management, pending minor revisions.

MOTION CARRIED.

When the revisions have been approved by the Chair of Education Council, this will go to the Board of Governors for information, and will then be posted on PSIPS for the 30-day peer review period.

10. Internationalization of Curriculum

(distributed for the Feb. 7, 2005 meeting)

Jan Carrie shared some of her experience as Facilitator for Internationalization at Camosun College. She had been pleasantly surprised by the number of faculty interested in being involved, and with their enthusiasm. Faculty had an impressive range of experience they could apply, and some wanted to become more effective as instructors.

Students benefit from internationalization of curriculum by gaining a wider awareness and deeper cultural sensitivity.

ACTION: Derek Francis will share with Council a position paper drafted some years ago on internationalization of curriculum.

It was suggested that Council initiate the establishment of discussion groups on this topic across the institution.

Moved by Derek Francis, seconded by Cate Anderson, THAT Council recommend the creation of an ad hoc committee on internationalization of curriculum.

MOTION CARRIED.

Members were encouraged to express their interest in joining the committee via email to Dana Goedbloed and Karen Metzger.

11. Liberal Education: Discussion

Tabled to the May meeting.

12. Next Meeting: Monday, May 2, 2005 at 4:15 pm.

13. Adjournment: Moved by to adjourn the meeting at 6:17 pm.