

EDUCATION COUNCIL MINUTES

June 20, 2005

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

1. Confirmation of Agenda

The agenda was approved by consensus with the estimated timing of items amended.

2. Approval of Minutes (May 16, 2005)

Moved by Susan Murray, seconded by Nancy Graham, THAT Council approve the minutes of the May 16, 2005 meeting as amended.

MOTION CARRIED.

3. Chair's Report

Dana Goedbloed reported that she recently attended the following events: May 29 to June 1, Austin, Texas: National Institute for Staff and Organizational Development (NISOD), June 5 to 7, Moncton, New Brunswick: Association of Canadian Community Colleges (ACCC) conference; and June 8 to 11, Charlottetown, PEI: Society for Teaching and Learning in Higher Education (STHLE).

The ACCC board has made some changes to be represented by college presidents only. This change eliminates board representation by faculty, students, and Board of Governors members.

Dana found the STHLE conference to be excellent, and recommends that Kwantlen send representatives to the conference in Toronto next year.

On June 18, Dana attended her last meeting of the Council of Education Councils (COEDCO) as Chair of Education Council. There have been some changes as Thompson Rivers University no longer has an Education Council, and Okanagan University College no longer exists. ITA has been moved from the Ministry of Advanced Education to the Ministry of Economic Development. A number of colleges are working on developing applied degrees with Trades as a focus, following Kwantlen's lead.

4. Curriculum Approval

Moved by Cate Anderson, seconded by Takashi Sato, THAT council approve the following new, revised, and designated quantitative courses:

NEW COURSES

CBSY 3100	Ethics in Information Technology
CMNS 1170	Intercultural Communications
CRIM 3111	Contemporary Sociological Criminology
CRIM 3512	Mental Disorder and Canadian Law
CRIM 4112	Contemporary Psychological Criminology
CRIM 4301	Community Advocacy and Human Rights
*CRIM 4150	Directed Studies
*CRIM 4155	Community Criminal Justice Project
*CRIM 5100	Honours Theses I
*CRIM 5120	Honours Thesis II

GBTR 1100	Introduction to Aging
GBTR 1110	Facets of Aging
GBTR 1120	Program Planning and Design
GBTR 1130	Introduction to Fitness for Seniors
GDMA 3210	Packaging Design
IDSN 4765	Mentorship I
IDSN 4865	Mentorship II
IDSN 1270	Environmental Human Factors
IDSN 2341	AutoCAD I for Interior Design
IDSN 2441	AutoCAD II for Interior Design
IDSN 4765	(to come)
MATH 1116	Mathematical Explorations
PSYC 3210	Attitudes and Persuasion
PSYC 3215	Psychology of Memory
PSYC 3303	Learning: Theory and Practice
PSYC 3316	Infancy
PSYC 3320	Drugs and Behaviour
PSYC 3451	Psychology and Law
PSYC 3800	Evolutionary Psychology
UNIV 1101	Academic Success for Student Athletes

* These course outlines are approved for implementation in Sept 2005, though final determination of teaching modes/class size has yet to be made through discussion with faculty association.

REVISED COURSES

ABTY 1206	Legal Office Procedures-Family Law
ACCT 3111	Introduction to Fraud Examination (to be distributed via email)
CRIM 2341	Canadian Criminal Justice Administration
CRIM 3103	Quantitative Data Analysis II
ECON 3455	International Economics
FASN 3120	Volume Production
IDSN 1111	Studio I
IDSN 1121	Materials
IDSN 1135	Design Awareness I
IDSN 1141	Technical Representation 1
IDSN 1145	Drawing for Interior Design
IDSN 1201	Studio II
IDSN 1221	Components
IDSN 1235	Design Awareness II
IDSN 1241	Technical Representation II
IDSN 2300	Studio III
IDSN 2325	Systems I
IDSN 2331	Design Theories I
IDSN 2345	Representation I
IDSN 2361	Work Experience I
IDSN 2425	Systems II
IDSN 3641	Digital Representation
JRNL 1100	Explorations in Mass Communications
NRSG 1111	Health 1: Health Styles
NRSG 1121	Professional Growth 1: Nurses' Work
NRSG 1130	Self and Others 1: Self-Awareness
NRSG 1141	Nursing Practice 1
NRSG 1350	Consolidated Practice Experience 1
PHIL 1106	Introduction Ancient and Medieval Philosophy
PHIL 1107	Introduction to Modern Philosophy
PSYC 5000	Honours Thesis I
PSYC 5120	Honours Thesis II

QUANTITATIVE

BIOL 1160	Anatomy and Physiology I
BIOL 1260	Anatomy and Physiology II

MOTION CARRIED (1 abstention)

5. Program Revisions: Criminology Programs

Rob Adamoski presented three proposed changes to the Criminology programs.

Part I: Remove *POLI 1125 Introduction to Political Science* as an option for the AA in Criminology, and add CRIM 1107 Canadian Legal Institutions as a prerequisite for *CRIM 2341 Administration of Justice* in order to ensure that non-program students are adequately prepared for upper-division CRIM courses.

Moved by Roger Elmes, seconded by Ken McIntyre, THAT Council approve part I as presented.

MOTION CARRIED, 1 abstention (Rob Adamoski)

Part II: Proposed revisions include replacing *PSYC 2300* (for diploma) and *PSYC 2300* or *SOCI 2365* [for AA and BA (Crim Major)] with the new course *CRIM 2103 Quantitative Data Analysis* I. These revisions will better prepare students with the skills required for careers, graduate study, and research within a limited number of courses.

Moved by Jan Carrie, seconded by Susan Murray, THAT Council approve part II as presented.

MOTION CARRIED, 1 abstention (Rob Adamoski)

Part III: The proposed revisions provide more flexibility in the number of credits from group D and E for the B.A. (CCJ) (Honours option), which will allow students the option to choose either a project or practicum within the Honours option.

Moved by Cate Anderson, seconded by Nancy Graham, THAT Council approve part III as presented.

MOTION CARRIED, 1 abstention (Rob Adamoski)

These revisions will be implemented for the launch of year four of the B.A. (Community Criminal Justice), and for year three of the B.A. (Crim), in September 2005.

6. Course Outline Manual (page 8 only)

There was general discussion about the need for clearly defined deadlines for course outline approval and implementation. The Office of the Registrar requires a certain amount of time for internal procedures as well as for transfer arrangements with other institutions, and school districts need information as early as possible. It became apparent that the process from approval at the departmental level to implementation requires about nine (9) months. With the official on-line calendar, there are now three implementation dates per year.

Moved by Rob Adamoski, seconded by Cate Anderson, THAT Council approve the following wording for the Course Outline Manual:

“Approved, signed course outlines, both new and revised, **must** reach the Office of the Registrar (OREG) by these deadlines:

For the **Fall** semester

May 1

Course outlines must be approved at the **March** Education Council curriculum sub-committee meeting.

For the **Spring** semester

Sept. 1

Course outlines must be approved at the **May** Education Council curriculum sub-committee meeting.

For the **Summer** semester

Jan. 1

Course outlines must be approved at the **November** Education Council curriculum sub-committee meeting.”

MOTION CARRIED, 2 abstentions

Moved by Roger Elmes, seconded by Derek Francis, THAT course outlines be approved by the Education Council curriculum sub-committee and forwarded to Education Council for information only.

MOTION CARRIED, 1 abstention

ACTION: Karen to prepare a memo to deans to inform them of the two preceding motions.

7. Position Paper on Mathematics

John Inglis attended to present his paper, *The Need to Reexamine the Quantitative and Mathematical Preparation and Education of Students in Degree Programs*, and asked Council to take a second look at quantitative requirements for degrees. He argued that students need to develop their mathematical skills further than is currently being required to earn a degree, and that mathematics should be considered as well as English.

Moved by Ken McIntyre, seconded by Susan Murray, THAT Education Council strike a sub-committee to

investigate mathematical and quantitative skills throughout all programs at Kwantlen.

MOTION CARRIED, 2 abstentions

The committee will look at mathematics in degree programs, identify areas of concern, consider external accreditation, identify barriers, look at what other institutions are doing, etc. It will need to identify a mandate to be approved by Education Council, and will report to Education Council on a regular basis to be determined.

The committee should have representation from all divisions, as well as the Office of the Registrar and Counselling, and will elect a chair from among the membership. Divisions could have more than one representation if they can justify it.

ACTION: John Inglis volunteered to sit on the committee, and it was recommended that Harry Yang be asked to join.

8. Program Implementation Review

David Davidson explained that DPAC has been tasked with developing a program implementation review format/process. In preparing to formulate a plan, he realized that more guidance is needed and proposed the following questions:

- What should the review accomplish?
- What should the purpose be?
- Who should benefit from the review?
- What significant value will come from the review?
- Who will bear any costs associated with the review?
- How should the review be led?
- At what point in the development or implementation process should the review begin?
- Will all new program need to go through the process? B.A. degrees?
- Will the review be formative or summative, and to what degree?
- Will students be involved?

Judith McGillivray recalled that the initial intent had been that those who approved a new program would stay close to the program during the implementation and first offering before the program moved into the regular program review process. She said the intent was not that there should be duplication of effort with the program review process. Dana explained that the feedback meetings held in May and September of 2000 with program developers and representatives from service areas identified a number of common issues.

David Davidson volunteered to carry this project forward, and will draft something for DPAC for the Fall. It was suggested that he ask Steve Charlton and Kevin Hamilton, both from Psychology, to give input.

Dana Goedbloed thanked David for his hard work on the committee since January 2003. His term as chair and as representative of the School of Horticulture ends with this meeting.

Other:

Judith McGillivray presented a plaque to Dana Goedbloed in recognition of her three years as chair of Education Council, and expressed appreciation for her efforts to move the institution forward, particularly in the realm of recognizing and working within the bicameral governance model with the Board of Governors. She thanked Dana for having taken on and dealt with many complex issues and for her effective work with the office of the VP Learning.

Lunch Break

9. Service Plan

Gordon Lee presented specific areas of the Service Plan 2005/06 – 2007/08 of concern to Education Council for planning purposes.

Kwantlen is mandated by the Ministry of Advanced Education to prepare and submit a service plan in support of the Ministry's service plan, and as an accountability measure.

The Service Plan provides information that will allow Kwantlen a better understanding of the demographics in the catchment areas, and to plan programming accordingly. The document also explains the increasing competition among post-secondary institutions.

Specific area of concern are identified: aboriginal student enrollment, entrance requirements, qualifying studies as a support for students, competition with other institutions, recognizing credentials of immigrants, math requirements, courses for delivery through BCcampus in partnership with other institutions, and more.

10. Membership Terms

The present structure of Education Council makes for all 10 faculty representatives being elected for their two-year term at the same time. There was discussion about changing that to elect 5 faculty representatives each year so that there will always be some experienced members on Council. In order to make the change,

there will need to be an exception to elect some members for a one-year term. There will be three (or four) by-elections this fall to replace members who have resigned (two [or three] faculty and one staff). The terms for these members might be set to expire in June 2007.

Moved by Derek, seconded by Susan, THAT Council support the concept that its members shall be elected for 2-year terms on an alternating basis.

MOTION CARRIED.

Moved by Derek Francis, seconded by Roger Elmes, THAT the Registrar give effect to the preceding motion.

MOTION CARRIED.

11. Elections of Executive

Jody Gordon conducted the election of the executive for 2005/06.

Chair:

Newton Wainman was nominated by Roger Elmes.

Takashi Sato was nominated by Newton Wainman.

Newton Wainman declined, and **Takashi Sato** was acclaimed as Chair.

Vice-Chair:

Dana Goedbloed was nominated by Rob Adamoski, seconded by Newton Wainman.

Dana Goedbloed was acclaimed as Vice-Chair.

Member-at-Large:

Ken McIntyre was nominated by Cate Anderson, seconded by Nancy Graham

Newton Wainman was nominated by Takashi Sato, seconded by Jim Jamieson

Elected: **Ken McIntyre**

12. Planning for Next Year

12.1.1. Internationalization of Curriculum

A committee to look into internationalization of curriculum will be struck to start work in Fall 2005. The committee will determine a mandate and membership. Derek Francis, Barb Smith, Nancy Graham, Newton Wainman, Jody Gordon, and Roger Elmes volunteered for the committee. It was suggested that Moira DeSilva be asked to join.

12.1.2. Policy review and Development

Jan Carrie reported that the committee at its last meeting reviewed and updated the policy grid. The committee also identified which policies need to be reviewed and who would take responsibility for each policy.

The committee has become aware from the process of reviewing a good number of policies that it will need to incorporate into procedures for gathering feedback of policies from as broad an audience as possible.

ACTION: Karen Metzger to distribute the updated policy grid as soon as it is ready.

12.1.3. Liberal Education

Panteli Tritchew distributed a document he prepared, which incorporates the current language about liberal education for applied degrees, and highlights a number of inconsistencies and questions for consideration. The liberal education designation was developed for applied degrees, and the bachelor's degrees approved for implementation in September 2005 refer to breadth and quantitative requirements.

He also presented his findings on the process of identifying liberal education, either at the program level, or on a course-by-course basis. There are questions about the criteria being used for the processes. Because the institution has changed since the inception of Liberal Education, its function and criteria may not meet current requirements. It was also noted that 'breadth', as per the B.A. degrees, should be examined as an alternative. Students need to select liberal education/breadth courses to meet their program needs.

A committee to examine liberal education and breadth issues will be struck, to start work in the fall. Panteli Tritchew, Dana Goedbloed, and Rob Fleming volunteered for the committee. It was suggested that as many members as possible for the committee should come from the professional degree programs. The committee will among other things propose a policy.

13. Next meeting: TBA

14. Adjournment: Newton Wainman and Ken McIntyre moved to adjourn the meeting at 2:58 pm.

