

# EDUCATION COUNCIL MINUTES

Oct. 3, 2005

|                 |   |   |
|-----------------|---|---|
| <b>Present:</b> | Mary Androsiuk<br>Cate Anderson<br>Bob Davis<br>Roger Elmes<br>Rob Fleming<br>Derek Francis<br>Dana Goedbloed, Vice<br>Chair<br>Jody Gordon | Sandra Hoffman<br>Ken McIntyre,<br>Member-at-Large<br>Karen Metzger, Recorder<br>Susan Murray<br>Takashi Sato, Chair<br>Skip Triplett<br>Newton Wainman |
| <b>Regrets:</b> | Laura Anderson<br>Dianne Crisp<br>Nancy Graham<br>Jim Jamieson  | Kristina Kearley<br>Forrest Li<br>Judith McGillivray  |
| <b>Guests:</b>  | Arthur Coren<br>Doug Fletcher<br>Steve Lee  | Carolyn Robertson<br>Panteli Tritchew   |

## 1. Confirmation of Agenda

Takashi Sato called meeting to order at 4:21 pm. He introduced the newly-acclaimed members Sandra Hoffman and Mary Androsiuk.

**Moved by Roger Elmes, seconded by Sandra Hoffman, THAT Council approve the agenda as presented.**

**MOTION CARRIED**

## 2. Approval of Minutes (Sept. 12, 2005)

**Moved by Roger Elmes, seconded by Dana Goedbloed, THAT Council approve the minutes of the Sept. 12, 2005 meeting as presented.**

**MOTION CARRIED.**

## 3. Chair's Report

The Chair reported that he has been busy learning about being Chair. He attended the Board breakfast meetings for community leaders and met the local MLAs. He said that the two program concepts approved at the previous Council meeting (BFA Visual Arts and BBA Human Resources Management) were enthusiastically received by the Board and were approved by same.

## 4. Standing Committee Reports

### 4.1. Degree and Program Assessment Committee (Dianne Crisp, Chair)

Takashi read the report submitted by Dianne Crisp, who was unable to attend:

Two candidates put their names forward for election for DPAC Chair. Dianne Crisp was elected Chair for the two-year term, September 2005 to June 2007.

DPAC reviewed two program revisions: *Fashion Design & Technology* and *Graphic Design for Marketing*, both of which were approved. DPAC also reviewed and approved with revisions, the Notice of Intent and Full Program Proposal for the *BBA Human Resources Management*. Program Revisions for the *Public Relations Diploma* and the *Powerline Technician Citation* were deferred to future meetings.

#### 4.2. Program Review Committee (Carolyn Robertson, Chair)

Carolyn Robertson related the current issues influencing the committee's direction from here:

- DQAB exemption/Strategic Plan
  - Need for regularly scheduled program review to be in place
  - Need for external review to be embedded in program review process for degree programs
  - DQAB Exempt Status Interpretive Notes
- Programs currently undertaking Pilot Program Review
  - SETA
  - Applied Communications
  - Marketing
- Programs beginning Pilot Program Review
  - BBA Entrepreneurial Leadership – planning to finish Dec. 1, 05
  - BA in Applied Psych – just beginning the process
  - Interest from Applied Design & Communications Programs – currently reviewing process

Carolyn distributed a document from DQAB re exempt status, *Exempt Status Interpretive Note*, for information.

The committee is seeking advice from Council about setting a date for pilot reviews to be completed.

**Moved by Roger Elmes, seconded by Cate Anderson, that level one pilot program reviews be completed by April 1, 06.**

**MOTION CARRIED.**

#### 5. Sub-Committee Reports

##### 5.1. Curriculum Approval: For Information Only

The curriculum sub-committee reviewed and approved the following new and revised course outlines:

##### NEW COURSES

|           |   |
|-----------|---|
| CPRA 1000 | Career Development and Helping Skills                               |
| CPRA 1005 | Career Planning and Assessment                                      |
| CPRA 1010 | Information and Computer Research                                   |
| CPRA 1015 | Job Development and Diverse Groups                                  |
| CPRA 1020 | Employment and Job Search Skills                                    |
| CPRA 1025 | Group Facilitation and Job finding Club                             |
| CPRA 1030 | Practicum 1   |
| CPRA 1035 | Program Development, Resources Management and Learning Facilitation |
| CPRA 1040 | Practicum II  |
| CRIM 3302 | Procedure and Evidence  |
| CRIM 4201 | Community Safety and Crime Prevention                               |
| IDSN 4900 | Self-Directed Study   |
| INFO 4350 | Intro to Wireless Technologies and Programming                      |
| INFO 4360 | Information System Security   |
| JRNL 4240 | Social Issues in Journalism   |
| MAND 3300 | Mandarin for Speakers of Other Chinese Dialects I                   |
| MAND 3301 | Mandarin for Speakers of Other Chinese Dialects II                  |
| MWIN 2105 | Material Handling Systems   |
| MWIN 2125 | Machine Tools   |
| MWIN 2150 | Metallurgy  |
| MWIN 2155 | Machine Components  |
| MWIN 2160 | Bearings and Seals  |
| MWIN 2165 | Power Transmission  |
| MWIN 2210 | Industrial Pumps  |
| MWIN 2220 | Basic Industrial Electricity  |
| MWIN 2240 | Industrial Prime Movers   |

|           |   |
|-----------|---|
| MWIN 2245 | Operational Effectiveness                           |
| POLI 1110 | Ideology and Politics                               |
| POLI 1120 | Canadian Government and Politics                    |
| POLI 1145 | Introduction to Comparative Government and Politics |
| POLI 1150 | Introduction to International Relations             |
| PSYC 3450 | Clinical Psychology: Intervention                   |

#### **REVISED COURSES**

|           |                                    |
|-----------|------------------------------------|
| CHEM 1094 | Preparation for General Chemistry  |
| CHEM 1105 | Introductory Chemistry             |
| CHEM 1110 | The Structure of Matter            |
| CHEM 1154 | Chemistry for Engineers            |
| CHEM 1210 | Chemical Energetics and Dynamics   |
| CHEM 2320 | Organic Chemistry I                |
| CHEM 2420 | Organic Chemistry II               |
| GDMA 2100 | Publication Design 1               |
| GDMA 2110 | Introduction to Advertising Design |
| GDMA 2120 | Print Technologies                 |
| MWIN 1205 | Lubrication                        |
| MWIN 1210 | Power Hand Tools                   |
| MWIN 1215 | Rigging                            |
| MWIN 1220 | Machine Tool Basics                |
| MWIN 1230 | Fasteners and Fittings             |
| MWIN 1235 | Hydraulics                         |
| MWIN 1240 | Pneumatics                         |

#### **5.2. International Education Committee (Derek Francis, Chair)**

No report.

#### **5.3. Policy Review Committee (Dana Goedbloed, Chair)**

The committee will meet Oct 17, 05. Dana invited any Council members interested in policy review to attend the meeting, and also asked that they extend the invitation to their colleagues. The committee welcomes more people to become involved. A number of policies are being developed or reviewed. A new policy on program prioritization is coming up for review.

#### **5.4. Employability Skills Committee (Geoff Dean, Chair)**

No report. The committee will meet Oct. 7, 05.

#### **6. Education Council By-Laws: revisions**

There is a need to update the Council by-laws as the timing of student elections has been changed from the Fall semester to the Spring semester to allow students representatives to start their term in September.

**Moved by Ken McIntyre, seconded by Cate Anderson, THAT Council approve the revision to the Council by-laws as follows:**

##### ***New wording:***

1.02 Faculty, staff, and student elections for Council will be held in the Spring semester each year.

1.03 The term of each elected faculty, staff, or student or appointed member shall normally begin on September 1.

##### **MOTION CARRIED.**

**ACTION:** Dana Goedbloed and Jody Gordon will form an ad hoc committee to examine the by-laws for implications of the revisions, and to report back to Council.

#### **7. Program revision: BAA Fashion Design & Technology**

Mary Androsiuk explained that the proposed change to replace *CBSY 1105 Introductory Microcomputer Applications* with *FASN 1205 Computer Applications for Fashion* will better prepare students for the current reality in the fashion design industry, and will allow Kwantlen to maintain its

lead in the field.

Arthur Coren stated that the School of Business had been asked to teach the new course, but recommended that it would be better delivered by instructors in Fashion Design & Technology who have more appropriate expertise in the field.

**Moved by Dana Goedbloed, seconded by Susan Murray, THAT Council approve the revision to the BAA Fashion Design and Technology program as presented.**

**MOTION CARRIED.**

For planned implementation in January 2006.

**8. Program revision: BAA Graphic Design for Marketing**

Panteli Tritchew presented the proposed revision to the BAA Graphic Design for Marketing program, which entails increasing the passing grade from 60% to 68% for all studio courses in the program (two courses per term). The studio courses are a synthesis for all other courses in the program, and students ought to have a high level of success in those courses to be successful in the program and for graduation. Because it is a cohort program, faculty know well before midterms if any students are in trouble, and there are performance contracts for students in the program. Students are carefully screened before beginning the program, and very few drop out.

The BAA in Interior Design has established the same criteria, and the BAA in Fashion Design & Technology also requires students going into year three to have 68% in specific courses. Nursing and Trades programs also set higher passing grades for some courses.

There was discussion about how to fill vacancies in years three and four. Derek Francis urged the program to accept International students.

**Moved by Cate Anderson, seconded by Sandra Hoffman, THAT Council approve the program revision to the BAA Graphic Design for Marketing as presented.**

**MOTION CARRIED.** 1 abstention (Roger Elmes)

This revision will take effect September 2006 for students entering the program at that time. Students currently in the program will continue under the conditions that were in place when they started the program.

**9. FPP: BBA Human Resources Management**

Art Coren and Doug Fletcher attended to speak to the proposed BBA in Human Resources Management. Doug stated that the original intention had been to develop an area of concentration only, but feedback from industry made it clear that a degree would be preferable to meet their needs. The degree program will prepare graduates for the Canadian professional designation Certified Human Resources Professional (CHRP), and for employment in various human resources management positions.

**Moved by Derek Francis, seconded by Bob Davis, THAT Council approve the notice of intent and full program proposal for a BBA in Human Resources Management, with minor revisions.**

**MOTION CARRIED.**

When the final versions of the NOI and FPP have been signed off by Takashi Sato, the NOI and FPP will be posted to the PSIPS Website for 30 days for peer review.

**10. Next Meeting:** Monday, Nov. 7, 2005 at 4:15 pm.

**11. Adjournment:** Moved by Dana Goedbloed to adjourn the meeting at 5:31 pm.