

Education Council Minutes

Oct. 23, 2006

Present:	Theresa Abraniuk Jesse Chezenko Dana Cserepes Betty Cunnin Bob Davis Dana Goedbloed, Vice Chair Denny Hollick	Ken McIntyre, Member-at-Large Karen Metzger, Recorder Alexandra Richmond Takashi Sato, Chair Skip Triplett Newton Wainman
Regrets:	Mary Androsiuk (on leave) Wendy Belter Dianne Crisp Rob Fleming Jody Gordon Sandra Hoffman (on leave)	Stephanie Howes Matt Huff Wayne Tebb
Guests:	Carolyn Robertson Shirley McKendry	

1. Confirmation of Agenda

Takashi Sato called the meeting to order at 4:25 pm

He introduced student representative Jesse Chezenko, who was attending for the first time, and Carolyn Robertson, Chair of the Program Review Committee.

The agenda was approved by consensus as amended: item 5.4.1 will be dealt with right after item 4.2 as Carolyn Robertson will present both items.

2. Approval of Minutes (Sept 25, 2006)

Moved by Newton Wainman, seconded by Alexandra Richmond, THAT Council approve the minutes of the Sept. 25, 06 meeting as amended: under item 5.4, include 'reading breaks.'

MOTION CARRIED

3. Chair's Report

Takashi has been working with a small group to discuss ways to increase general awareness of Education Council among faculty, students, and staff. The group has prepared a number of recommendations for Council's consideration. See item 7.

There will be an update on the revised Program Review process, which will be new information to some members.

4. Standing Committee Reports

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

Takashi reported on behalf of Dianne Crisp that DPAC reviewed a draft program implementation review document, which will be revised and resubmitted to DPAC before coming to Council for consideration.

4.2. Program Review Committee (Carolyn Robertson, Chair)

Carolyn Robertson reported that the committee is ready to present the revised policy *B.12 Program Review* for approval today, it having been reviewed and approved by the Policy Review Committee, and vetted by the deans and others during the revision process. The committee is in the process of revising its mandate, and is preparing criteria for exemption from the Kwantlen process for program that undergo external accreditation.

Carolyn shared the history of policy B.12. The currently approved version is based on the college model, which is no longer appropriate for Kwantlen University College today. Proposed membership in the *Association of Universities and Colleges of Canada* (AUCC) and exempt status with DQAB both require the institution to have a program review process that includes external review components, in addition to the self-study component developed as the level one review under the existing model.

Pilot program reviews started in September 2005 under the existing policy identified that available SORS data for some programs was too sparse to be useful, and consistently showed that program reviews cannot be accomplished without dedicated resources. The process to hire a part-time program review facilitator has begun, and it is anticipated it will grow to two full-time positions.

The revised policy states that programs will be reviewed at least once every seven years. Grouping Kwantlen's

programs so that the highest credential subsumes any lower credentials in the discipline will help make that achievable.

Programs that undergo external accreditation may apply to the Program Review Committee for exemption from Kwantlen's program review process.

5. Sub-Committee Reports

5.1. Curriculum Sub-Committee

NEW COURSES

ENGL 2310	Classical and Biblical Literature
ENGL 2400	Introduction to Cultural Studies
ENGL 4700	Special Topics in Literature
GEOG 3310	Natural Hazards
PHIL 2210	Epistemology
PHIL 2215	Metaphysics
PHIL 3100	Great Philosophers of the 20th Century
PHIL 3120	Free Will and Determinism
PHIL 4110	Topics in Ethics
WELD 1200	Air Arc and Plasma Arc Cutting
WELD 1210	Advanced Shielded Arc Welding
WELD 1220	Read Technical Drawings
WELD 1230	Advanced Gas Metal Arc Welding
WELD 1240	Basic Metallurgy

REVISED COURSES

GERM 1100	Basic German I
GERM 1101	Basic German II
GERM 2200	Intermediate German I
GERM 2201	Intermediate German II
LBED 3410	Literature of the Humanities
LBED 3420	Themes in Contemporary Culture
MAND 1100	Beginner Mandarin I
MAND 1101	Beginner Mandarin II
MAND 2200	Intermediate Mandarin I
MAND 2201	Intermediate Mandarin II
MATH 1120	Differential Calculus
MATH 1130	Calculus for Life Sciences I
MATH 1220	Integral Calculus
MATH 1230	Calculus for Life Sciences II
MATH 2234	Computer Applications of Linear Algebra for Applied Sciences
MATH 2331	Introduction to Analysis
PSYC 4400	Research Methods II: Qualitative Methodologies

REVISED – approved by the Divisional Curriculum Committee

FSDN 4101	Textile Studies for Teachers: Fashion Drawing and Portfolio Development in the High School Classroom
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5.2. Essential Skills Committee (Geoff Dean, Chair)

The Chair reported on behalf of Geoff Dean. The Essential Skills committee anticipates completion of its mandate early in 2007.

5.3. Math & Quantitative Skills Committee (John Sprung, Interim Chair)

No report.

5.4. Policy Review Committee (Dana Goedbloed, Chair)

Dana Goedbloed noted that the Policy Review Committee approved policies *B.12 Program Review* (on today's agenda), as well as *B.4 Final Exams and Grade Reporting* and *B.17 Final Examinations and Overloads*, which will be presented at the next Council meeting to allow Jody Gordon to be present for the discussion.

5.4.1. Policy B.12 Program Review

Moved by Ken McIntyre, seconded by Alexandra Richmond, THAT Council approve the revised policy B.12 Program Review as presented.

MOTION CARRIED.

Skip Triplett thanked Council and the Program Review Committee for the excellent work done on the policy, which is an important component of the application for AUCC membership. With AUCC membership, Kwantlen graduates will be automatically recognized by universities across the country.

6. Revision of By-laws

Last year, Council voted to allow the Curriculum sub-committee to approve course outlines. It was recently noticed that this contravenes the Council by-laws. The Chair proposed revising the by-laws as follows:

2.05 The Council shall establish such committees, consisting of members or non-members, as the Council from time to time may think fit and may specify the duties to be performed by such committees. Committees of the Education Council may not assume any of the powers of the Education Council and are restricted to making recommendations to the Education Council *unless otherwise tasked by Education.* (added wording is in italics)

Such a change would be consistent with the College and Institute Act.

Theresa Abraniuk moved, seconded by Betty Cunnin, THAT Council recommend the change to be approved at the next meeting.

MOTION CARRIED.

Takashi Sato gave notice of motion to amend the Education Council by-laws at the next Education Council meeting.

7. Education Council Awareness

Takashi called attention to the discussion at the planning retreat on June 19, 06, about increasing awareness of the work of Education Council among the whole Kwantlen community. A small group has been meeting to discuss the issue, resulting in a number of recommendations to Council, as per the distributed memo.

Moved by Alexandra Richmond, seconded by Dana Cserepes, THAT Council adopt recommendation 3, 4, and 5 as follows:

That:

3. Education Council requests the Kwantlen Student Association to add to its webpage a link to the Education Council webpage.
4. Education Council requests the Kwantlen Student Association to add Education Council to its list of Kwantlen contacts included in the student agenda printed each year for distribution to the student body.
5. a distribution email (via the Kwantlen Notice Board) and an announcement on mykwantlen.ca be posted following each meeting of the Education Council with a very brief list of discussions and business transacted during the meeting.

MOTION CARRIED.

ACTION: Ken McIntyre will ensure that recommendations 3 and 4 will be carried out.

ACTION: The Chair will take responsibility for executing recommendation 5.

Recommendations 1 and 2 will be brought back to the next meeting, pending revision of the draft bookmark as per discussions. Distribution of the bookmark will also need to be determined.

1. a bookmark describing education council and its work be produced
2. a one-time, institution wide distribution of the bookmark be made

8. Next Meeting: Nov. 20, 2006, 4:15 pm

9. Adjournment: Moved by Dana Cserepes to adjourn the meeting at 5:35 pm.