

Education Council Minutes

Nov. 20, 2006

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

1. Creating Our Future

Takashi Sato introduced Kathleen Bigsby from the Office of Institutional Analysis and Planning and Arthur Fallick from the Office of Research and Scholarship. They updated Council on the *Creating Our Future* strategic planning and implementation process recently launched by President Skip Triplett in response to the report of the Transitions Planning Secretariat (TPS). Their *Report of the Transitions Planning Secretariat: Recommendations to the President* was distributed to all Council members and to the whole Kwantlen community.

Through a series of dialogues with over 330 employees and over 60 students over the last month, the areas of challenge articulated in the TPS report and the five strategic issues proposed for *Creating Our Future* were discussed and commented on. Strategic issues teams with representation from across Kwantlen will develop reports including recommendations and implementable strategies to be presented by May 2007 to the Strategic Planning and Implementation committee, which in turn will produce the Action Plan by October 2007.

2. Confirmation of Agenda

The Chair called the meeting to order at 4:56 pm.

The agenda was approved by consensus as amended: delete items 8, 10, and 11.

3. Approval of Minutes (Oct. 23, 2006)

The minutes of the Oct. 23, 06 meeting were approved by consensus as presented.

Update on action items: Takashi has started publicizing Education Council decisions to the Kwantlen community via the Notice Board and mykwantlen.ca, and will continue to do so after each meeting (item 7.5). Ken McIntyre, who is no longer on the KSA executive, will work with the KSA to implement item 7.3 and 7.4.

4. Chair's Report

The Chair reported that the Essential Skills committee is preparing for dissolution as it has all but fulfilled its mandate. Geoff Dean will present a final report at the December Council meeting.

The Board of Governors approved the revised policy *B.12 Program Review* at its Nov. 15, 06 meeting, and the policy has been posted on Plaza.

On Nov. 10, 06, news was received from DQAB of revisions to the program approval process, which will trigger some changes in our internal program development and approval procedures. More to come.

Takashi attended a COEDCO meeting on Nov. 17-18, where they discussed among other topics the DQAB changes. COEDCO, a committee of Education Council chairs, meets three times per year to discuss issues common to the institutions with an Education Council.

5. Standing Committee Reports

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

At the November 1st, 2006 meeting, DPAC passed motions recommending the proposal for an Associate of Arts in Economics, and a program revision for the Health Unit Coordinator Certificate.

As Chair, Dianne Crisp recommended to DPAC the addition of a new section for internal consultation with other academic departments in the concept template. The purpose for this inclusion is to ensure that all academic program areas that might be impacted by a new program are aware of any changes that may be required in their own programming. DPAC passed the motion.

Changes will be made in both the concept template and the DPAC Manual (under development) where clarification of the item will be included for the use of proponents. It was also agreed that the wording should include "educational programs and units of study under the jurisdiction of Education Council." Moved and passed.

The Associate VP, Academic presented for information the addition of two steps to program development. First, following approval by EdCo and before going to the BoG, the program concept will go to a Program Prioritization committee, and second, after FPP approval by EdCo and DQAB (where that step is required), an approval by the Program Implementation Committee is required before the program is launched.

It will be helpful for developers to have guidelines for implementation before developing full program proposals.

It was clarified that there are no time limitations on implementation when a degree program has been approved.

5.2. Program Review Committee (Carolyn Robertson, Chair)

Carolyn Robertson reported that the Program Review Committee is in the process of revising its mandate to reflect the current reality of program review as per the recently-approved policy *B.12 Program Review*, which will have to be revisited in light of the recent announcements from DQAB. The committee is also working on a process for exemption from the program review process for programs with external accreditation.

She further noted that two half-time faculty positions have been posted for program review facilitators. It could be one full-time position for the first five months, during which time the process and a guiding manual will have to be developed. She encouraged Council members to spread the word among their faculty groups.

6. Sub-Committee Reports

6.1. Curriculum Sub-Committee

NEW COURSES

GBTR 1111	Facets of Aging
GBTR 1235	Recreation Assessment and Planning
GBTR 1320	Leadership in Therapeutic Recreation
GEOG 2400	Introduction to GIS
GEOG 3220	Political Geography
PSYN 1200	Psychiatric/Mental Health Nursing: Families and Their Health
PSYN 2100	Psychiatric/Mental Health Nursing: Groups and Their Health
PSYN 2120	Psychiatric/Mental Health Nursing: Pharmacology and Other Therapeutics
PSYN 4100	Psychiatric/Mental Health Nursing: Capstone Course
PSYN 4200	Preceptorship
PSYC 3334	Intermediate Research Methods and Statistics

REVISED COURSES

ENTR 4110	Business Leadership
CRIM 4410	Policy and Program Evaluation
CRWR 3230	Creative Non-Fiction II
FASN 2115	History of Costume
FREN 1100	French for Beginners I
FREN 1101	French for Beginners II
FREN 1105	Basic French I
FREN 1106	Basic French II
FREN 1110	French Language I
FREN 1210	French Language II
GBTR 1100	Introduction to Aging
GBTR 1120	Program Planning and Design
GBTR 1255	Practicum 2
GBTR 1350	Practicum 3
GDMA 1121	Print Production Software Applications 1
GDMA 2100	Publication Design 1

GDMA 2110	Introduction to Advertising
GDMA 2120	Print Technologies
HIST 3360	British India 1857 to 1947
HIST 3361	Indian Subcontinent since 1947
JRNL 1130	Photography for Print Media
JRNL 2353	Research Techniques
PSYC 4910	Rehabilitation

DISCONTINUED COURSES

MUSI 1016	Certificate Chamber Ensemble I (Sep 07 – replaced by new course)
MUSI 1026	Certificate Chamber Ensemble II (Sep 07 – replaced by new course)
MUSI 1166	Diploma Chamber Ensemble I (Sep 07 – replaced by new course)
MUSI 1266	Diploma Chamber Ensemble II (Sep 07 – replaced by new course)
MUSI 2366	Diploma Chamber Ensemble III (Sep 07 – replaced by new course)
MUSI 2466	Diploma Chamber Ensemble IV (Sep 07 – replaced by new course)
WELD 1105	Air Carbon Arc Gouging (Jan 07 – replaced by 1200)
WELD 1203	Metallurgy I (Jan 07 – replaced by 1240)

6.2. Essential Skills Committee (Geoff Dean, Chair)

No report.

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

No report.

6.4. Policy Review Committee (Dana Goedbloed, Chair)

Dana Goedbloed reported that the Policy Review Committee had reviewed and approved the revised policy *B.4 Final Examinations and Grade Reporting* and the new policy *B.17 Final Examinations and Overloads*.

6.4.1. Policy B.4 Final Examinations and Grade Reporting for Courses

Jody Gordon explained that review of policy B.4 made it clear that student and faculty issues re final examinations should be separated into two separate policies. The policy has been updated to the current format, and to reflect current practice.

Moved by Ken McIntyre, seconded by Theresa Abraniuk, THAT Council approve the revised policy *B.4 Final Examinations and Grade Reporting for Courses* .

MOTION CARRIED.

6.4.2. Policy B.17 Final Examinations and Overloads

Jody Gordon noted that this new policy resulted from removing student issues from the previous version of policy B.4. See item 6.4.2.

Moved by Alexandra Richmond, seconded by Theresa Abraniuk, THAT Council approve the new policy *B.17 Final Examinations and Overloads* as presented.

MOTION CARRIED.

There was general discussion about various possible ways to increase student awareness of this policy.

7. Program Revision: Health Unit Coordinator Certificate Program

Susan Powell attended to speak to the entrance requirement revisions for the Health Unit Coordinator certificate program. The intent was to clear up potentially confusing language, and the new language aligns with general Kwantlen admission requirements.

Jody Gordon confirmed that the Enrolment and Registrar Services will monitor applications to this program for September 2007 to ensure applicants otherwise admissible under the 2006/2007 requirements are not displaced with the passing of the 2007/2008 requirements. Potentially displaced applicants will be referred to the department to determine next steps.

Moved by Alexandra Richmond, seconded by Theresa Abraniuk, THAT Council approve the revised entrance requirements for the Health Unit Coordinator certificate program, pending the following:

Remove the third bullet and place it in a separate paragraph.

MOTION CARRIED.

This item will go to the Board of Governors for approval.

8. MOU SFU Aboriginal Access

Rob Fleming distributed the *Memorandum of Understanding, Kwantlen University College/Simon Fraser*

University (January to June 2007) to pilot an Aboriginal Access Program. He explained that it came about as a result of a special grant for an initiative to increase participation in post-secondary education by Aboriginal students. Plans include developing unique ethnic-centred curriculum for this project, involving successful Aboriginal students as mentors, encouraging students to investigate other options for education, and investigating the feasibility of an on-going program in the South Fraser Region. Kwantlen's portion of the program will be offered at the Langley campus.

9. Revision: Edco By-laws

Takashi reminded Council that this item had been discussed at the previous meeting as a notice of motion. The revision is as follows:

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 Council* . (new wording in italics)

Moved by Ken McIntyre, seconded by Dianne Crisp, THAT Council approve the revision to the by-laws as presented.

MOTION CARRIED.

ACTION: Karen will update the file on Plaza accordingly. (Done)

10. Next Meeting: Dec. 18, 2006, 4:15 pm

11. Adjournment: Moved by Alexandra Richmond to adjourn the meeting at 6:05 pm.