

EDUCATION COUNCIL

Minutes of Meeting, June 18, 2007

Present:	Theresa Abraniuk Wendy Belter Dianne Crisp Betty Cunnin Rob Fleming Dana Goedbloed, Vice Chair Jody Gordon (ex officio)	Sandra Hoffman Stephanie Howes Karen Metzger, Recorder Takashi Sato, Chair Newton Wainman Marilynne Waithman
Regrets:	Mary Androsiuk Dana Cserepes Bob Davis	Ken McIntyre Alexandra Richmond Skip Triplett (ex officio)
Guests:	Rob Adamoski Maira De Silva Tracey Kinney Steve Lee (incoming student rep)	Jean Nicolson Church Derek Robertson (incoming student rep)

1. Confirmation of Agenda

Moved by Dianne Crisp, seconded by Betty Cunnin, THAT Council approve the agenda as presented, with the possibility of switching the order of items 6 and 7.

MOTION CARRIED.

2. Approval of Minutes (May 14, 07)

Moved by Theresa Abraniuk, seconded by Sandra Hoffman, THAT Council approve the minutes of the May 14, 2007 meeting as amended.

MOTION CARRIED.

3. Chair's Report

Takashi Sato welcomed those in attendance to the Cloverdale Campus, and acknowledged the contributions of Sandra Hoffman and Alexandra Richmond whose terms end with this meeting.

The Education Council by-laws state that the seats of members missing three or more meetings may be declared vacant. In the interest of meeting quorum, the seats of Denny Hollick, Matt Huff, and Jesse Chezenko were declared vacant. Takashi had been in touch with those members to let them know that it might become a necessity to take that action.

4. Standing Committee Reports

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

Dianne Crisp reported that DPAC has met twice since the last Education Council meeting, and has reviewed and recommended for approval a full program proposal for a B.A. History Major, and a revision to the Grad Nurse English Additional Language certificate program, both on today's agenda.

DPAC also reviewed and recommended for approval, pending revisions, a concept for a B.A. Creative Writing, which will come to Education Council at a future date.

4.1.1. Student Representative

DPAC has not had a student representative for some time. Recently, student Heather Yuzik volunteered to serve on DPAC and has attended the last two meetings. She will bring a mature student's perspective to the committee. Prior to attending, she met with Takashi to discuss the implications of serving on DPAC. According to DPAC's mandate, student representatives must be selected by Education Council, and therefore, Dianne requests Council to select Heather Yuzik as student representative to DPAC.

Moved by Dana Goedbloed, seconded by Betty Cunnin, THAT Council appoint Heather Yuzik as student representative to DPAC.

MOTION CARRIED.

4.2. Program Review Committee (Carolyn Robertson, Chair)

No report.

5. Sub-Committee Reports

5.1. Curriculum Sub-Committee

The following new and revised course outlines were approved by the curriculum sub-committee on May 14, 07 and June 13, 07:

NEW COURSES

May 14, 2007

ANTH 2300	Archaeological Methods
ASIA 2252	Indian Society Through Popular Film
CADA 1200	Architectural Fundamentals
CADA 1210	Single Family Residential
CADA 1220	Commercial Buildings
CADA 1250	Building Information Model (BIM) Software
CADI 1200	Industrial Applications
CADI 1210	Conveyor Systems
CADI 1220	Process Piping
CADI 1250	Intro to Industrial 3D Modeling Software
CADS 1200	Introduction to Structural Drafting and Concrete
CADS 1210	Structural Steel
CADS 1220	Wood Frame and Heavy Timber
CADS 1250	Introduction to Building Information Model (BIM) Software for Structural
HIST 1160	Introduction to South Asian History
HIST 3390	Canada and World War I
HIST 4480	The Vietnam War in Historical Perspective
HIST 4445	The United States since 1945
HSRC 1120	Wellness: Health, Lifestyle & Choice
HSRC 1124	Health & Healing: Concepts for Practice I
HSRC 1250	Dementia and Special Needs
MATH 1110	Supported Pre-Calculus Algebra
WOMN 2200	Footsteps of the Crone: Creative Teaching & Learning

June 13, 2007

ANTH 2100	Methods & Ethics in Anthropology
ANTH 2310	Archaeology of Death
HORT 1119	Landscape and the Environment I
HSRC 1224	Health & Healing: Concepts for Practice
POLI 4340	Public International Law
PRLN 2441	Organizational Communications
PRLN 2431	Event Production and Management
PSYN 2200	Psychiatric/Mental Health Nursing: Acute Care as Community
PSYN 3230	Psychiatric/Mental Health Nursing: Nursing Research
PSYN 3240	Psychiatric/Mental Health Nursing: Qualitative and Quantitative Data Analysis
SETA 1225	Alternatives and Augmentative Communications
SOCI 3270	Education, Nation-Building and Globalization
SOCI 4310	Social Justice, Globalization and Terrorism

REVISED COURSES

May 14, 2007

CISY 2312	Object-Oriented Application Development
CISY 2413	Object-Oriented Software Engineering
CPSC 1204	Introduction to Computer Programming II
ENTR 3160	Information Technology for Business
ENVI 1106	Environmental Chemistry I
ENVI 1206	Environmental Chemistry
ENVI 1216	Introduction to Earth Sciences
ENVI 2315	Water and Soil Sampling
ENVI 2307	Environmental Physics
ENVI 2415	Air Quality Monitoring
ENVI 2420	Contaminated Sites Management
ENVI 2426	Health and Safety
HSRC 1225	Personal Care Skills II
PRLN 1150	Public Relations Practice
PRLN 2330	Public Relations Writing II

PSYC 2330	Social Psychology
June 13, 2007	
CAHS 2120	Supporting Students with Autism Spectrum Disorder
FASN 3200	Product Development
FASN 3250	Fashion Industry Internship
FINA 1120	History of Western Art: Prehistoric to Early Renaissance
FINA 1121	History of Western Art: Renaissance to Twentieth Century
HORT 1102	Botany for Horticulture
HSRC 1225	Personal Care Skills II
HSRC 1240	Practicum – Special Care Unit
JRNL 2477	News Publication II
SETA 1280	Health and Personal Care Support for Teacher Assistants
SETA 1305	Overview of Curriculum for Inclusive Schools

For information only:

REVISED: requiring only divisional curriculum committee

HSRC 1130	Clinical Practice	Jan. 07
ENVI 3212	The Urban Environment	Jan. 08
ENTR 4140	Entrepreneurial Sales	Sept 2007
FASN 2120	Drafting & Sewing III	Sept 2007
FASN 2220	Drafting & Sewing IV	Sept 2007
CHEM 1101	CSI: Chemical Science Investigation	Sept. 07
HSRC 1125	Personal Care Skills I	Sept 07
NRSG 3190	Access for Registered Nurses	Sept. 07
PRLN 1210	Media Relations	Jan 2008
PSYC 2430	Social Psychology: Theory & Research	Jan 2008

DISCONTINUED:

ABEE 0050	Fundamental English I	Sept 2007
ABEE 0060	Fundamental English II	Sept 2007
ANTH 1229	Women in Cross-Cultural Perspective	Sept. 07
ANTH 1240	Culture and the Environment	Sept. 07
ANTH 1275	Culture, Health and Healing	Sept. 07
ANTH 2333	Visual Anthropology	Sept. 07
AUTO 2331	Advanced Manufacturing	Jan 2005
AUTO 2332	Data Networking	Jan 2005
AUTO 2333	Fundamentals of Control Systems	Jan 2005
AUTO 2334	Hydraulics and Pneumatics	Sept 2005
AUTO 2424	Industrial Processes/Instrumentation	Sept 2005
AUTO 2437	Circuit Application/PCL	Jan 2005
ELTN 1106	Computer Applications	Jan 2004
ELTN 1111	Electrical Circuits I	Jan 2004
ELTN 1114	Engineering Mathematics I	Jan 2004
ELTN 1115	Applied Physics I	Jan 2004
ELTN 1118	Computer-Aided Engineering Graphics	Jan 2004
ELTN 1210	Electrical Circuits II	Sept 2004
ELTN 1213	Digital Systems I	Sept 2004
ELTN 1214	Engineering Mathematics II	Sept 2004
ELTN 1215	Applied Physics II	Sept 2004
ELTN 1217	Electronic Circuits I	Sept 2004
ELTN 2317	Electronic Circuits II	Jan 2005
ELTN 2318	Digital Systems II	Jan 2005
ELTN 2331	Signals and Systems	Jan 2005
ELTN 2332	Telecom I	Jan 2005
ELTN 2333	C++ Programming	Jan 2005
ELTN 2414	Differential Equations	Sept 2005
ELTN 2417	Electronic Circuits III	Sept 2005
ELTN 2418	Advanced Microprocessors	Sept 2005
ELTN 2430	Engineering Economics	Sept 2005
ELTN 2431	Electrical Machines	Sept 2005
ELTN 2432	Telecom II	Sept 2005
ENGP 1050	Fundamental English I	Sept 2007
ENGP 1060	Fundamental English II	Sept 2007
HIST 2305	British Columbia	Jan 2007

HIST 2328	History of the Soviet Union	Sept 2005
HIST 2370	The United States since 1945	Jan. 08
HIST 2400	The Balkans from 1543 – 1918	Sept 2005
PHIL 1210	Epistemology	Jan. 07
PRLN 2330	Event Management	Sept. 08
PSYC 2340	Applied Psychology in Organizations	Oct 2006
PSYC 2450	Clinical Psychology: Psychotherapy	Jan 2007
PSYC 3301	Psychology of Work and Human Performance	Sept 2007
SOCI 2100	The Sikh Diaspora	Sept. 2007
SOCI 2300	Sociology of Work and Industry	Sept. 2007

APPROVED FOR Q-STATUS:

ANTH 1217	Forensic Anthropology
GEOG 2395	Cartographic Techniques
GEOG 2400	Introduction to (GIS)

The Chair noted that the number of course discontinuations is in part a result of the clean-up of course outline files associated with the transfer of course outlines from MS Word to a Lotus Notes database, which is in process. He will provide a more in-depth report at the next meeting.

5.2. Math & Quantitative Skills Committee (Dana Cserepes, Chair)

No report.

5.3. Policy Review Committee (Dana Goedbloed, Chair)

Dana Goedbloed explained that the committee did not meet in May as planned because two policies expected to be ready for review required further work. (A new policy on program prioritization, and revision of a policy dealing with waitlists)

Dana encouraged Council members and guests to let their constituents know that new members are welcomed on the committee. Wendy Belter shared that the committee work is interesting and engaging.

6. FPP BA History Major

Tracey Kinney and Rob Adamoski attended to present the full program proposal for a B.A. History Major. Minor revisions were made to the proposal at the request of DPAC in the area of demand for the program, and some language was updated to reflect Kwantlen's current reality.

It was noted that support letters indicated good prospects for graduates of the proposed program.

Moved by Theresa Abraniuk, seconded by Stephanie Howes, THAT Council approve the full program proposal for a B.A. History Major, pending identified revisions.

MOTION CARRIED.

Rob Fleming suggested that the proponents think about who to recommend for site reviewers, as a site review may be required by DQAB.

Rob Adamoski thanked Tracey for her excellent work on the proposal.

When the required revisions have been approved by Takashi Sato, this proposal will go forward to the Program Resource Committee, which will meet the second week of July. On approval of that committee, it can be posted on the PSIPS Website for the 30-day peer review period. It will also go forward to the Board of Governors for information.

7. Program revision: GNEAL

Jean Nicolson Church and Moira De Silva attended to speak to the proposed revisions to the Grad Nurse English Additional Language (GNEAL) certificate program. Moira explained that an increase in the English studies component of the program implemented in September 2006 has proven to make the program financially unsustainable, and that the student attrition rate appears to be the same as before. For those reasons, the request is to revert to the program as it was prior to September 2006. Further, this would be just for the September 2007 intake, as it is expected the program will be discontinued effective January 2008 because of new regulations by the College of Registered Nurses of British Columbia (CRNBC), which refers students to the program. As of January 2008, the CRNBC will only refer students for upgrading when they have achieved the language requirements necessary for registration with CRNBC. At the moment, the current students meet the language requirement by the end of the program.

Students currently enrolled in the program are not affected by this change. Either version of the program gives students sufficient credits for the credential. The nursing components of the program for September 2007 are intact and include both the practicum and the preceptorship.

Jean explained that the practicum is a group of students at a hospital with an instructor on site, and the

preceptorship is students one-on-one with nurses at any Lower Mainland hospital. The preceptorship was added to the program for the September 2006 intake.

Moved by Stephanie Howes, seconded by Betty Cunnin, THAT Council approve the proposed revision to the *Grad Nurse English Additional Language (GNEAL)* certificate program as presented.

MOTION CARRIED (1 abstention – Wendy Belter)

There was general discussion about the new approval process, which includes the Program Resource Committee, should prevent unsustainable programs from being implemented. It was not in place when this program was approved.

Tour and break

Dana Goedbloed led the group on a comprehensive tour of the Cloverdale campus, highlighting the special features and explaining how collaboration among various programs has been provided for in the design, among many other interesting features.

8. Essential skills follow-up report

Takashi distributed copies of the Essential Skills final report to Education Council, dated Dec. 2006, for the purpose of reviewing the status of recommendations in the report.

Alice Macpherson, Coordinator, Centre for Academic Growth (The Centre) joined the meeting for this item.

Recommendations 1 and 2: Alice reported that she has been able to work on only a few of the recommendations as no new funding has been provided for the work. She has identified which related essential skills are embedded in the PD offerings for August 2007 and distributed copies of the flyer.

The Centre plans to offer a series of workshops focusing on Essential Skills in the Fall 2007 and spring 2008. To that end, Alice has asked all faculty via email to let her know which essentials skills hold most interest for them, and in which areas they would be able to contribute to workshops.

There was discussion about granting a credential to faculty/staff who complete a specified course of study offered through The Centre. Alice stated that The Centre does not distinguish between faculty and staff in this regard. She will meet with Jody Gordon and Roy Daykin to pursue establishing a credential. (June 21, 07 a message was distributed to the Kwantlen community that a Certificate of Completion is now available.)

There was discussion about the possibility of offering the training to secondary teachers through Marilynne Waithman's office.

Recommendation 3: Takashi reported that there is no clear ownership of the guidelines for course presentations, but that it is being followed up by the Policy Review Committee as recommended.

Recommendation 4: Wendy Belter and Stephanie Howes are working on this recommendation and will report to Council in the Fall.

Recommendation 5: Takashi has connected with Kurt Penner about this recommendation, with the result that a flyer on essential skills will go into student orientation packages. There was general agreement that it should be tailored for students.

Recommendation 6: Each division has a designate on the curriculum committee to look at essential skills.

ACTION: Rob Fleming will send email to the community re this particular recommendation.

9. Drafting Program Admission Requirements

Issue to be dealt with via email if needed. (Note: Issue was resolved without requiring Education Council input.)

10. Associate of Arts Framework

Takashi distributed a memo describing the current situation, which is that Kwantlen has a framework for Associate of Arts (AA) degree requirements published in the Calendar, and structured on the BCCAT framework. As there is no record of the Kwantlen framework having been approved, the memo suggests a few actions to be taken in that regard, and also includes recommendations for revising Kwantlen-approved AA requirements. The BCCAT framework itself cannot be revised, but specific courses can be added if they meet the BCCAT requirements. Takashi has consulted with the deans and has their approval of the proposed procedures.

Council asked for a few revisions to the memo, and discussed in particular whether Qualifying Studies should be included among the divisions to take joint responsibility for any proposed revisions to the

Kwantlen requirements.

ACTION: Jody Gordon will determine if any 1000-level courses could be included in the list of optional courses.

Moved by Sandra Hoffman, seconded by Theresa Abraniuk, THAT Council approve the following:

1. Education Council formally adopts in principle the *Requirements Associate of Arts Degree* approved by BC Council on Admission and Transfer (May 30, 2000.)
2. Education Council formally approves the Kwantlen specific *Associate of Arts Framework* as described in the Calendar.
3. Education Council establishes the following procedure for making revisions to the *Associate of Arts framework*. It is intended that the *framework* will continue to fit within the BCCAT requirements.

Procedure for future revisions to the Kwantlen specific Associate of Arts Framework:

In recognition of the fact that a number of divisions at Kwantlen offer Associate of Arts degrees, responsibility will be held jointly by the faculties of Social Sciences; Humanities; Science, Mathematics and Applied Sciences; the School of Business, as well as Education Council.

Step 1:

Proposed revisions to the framework shall be approved by the Curriculum Committees from one of the divisions listed above. It is intended that the revised framework will continue to fit within the BCCAT requirements.

Step 2:

Proposed revisions shall be communicated to the Deans of the remaining three divisions for feedback.

Step 3:

Upon reaching consensus, the proposed revision shall be brought to Education Council:

- A. Minor housekeeping revisions (e.g. addition/deletion of specific courses named in lists) can be approved by the Chair of Education Council, who will subsequently bring it to Education Council for information.
- B. Updates to the list of lab science courses can be approved by the Education Council Curriculum Subcommittee, who will consult the Dean of Science as well as the requirements of the BC College of Teachers (BCCT) for entry into teacher education programs. If Kwantlen chooses to designate a course as a lab science course for the purposes of the AA but the course does not meet the requirements of BCCT, a notation shall be made in the Calendar to that effect.
- C. Revisions requiring further examination will be brought before Education Council (with prior consultation through DPAC, if appropriate) for approval.

Step 4:

Enrollment and Registrar Services shall be informed of approved changes.

MOTION CARRIED.

11. Discussion: Campus 2020

Wendy Belter was prepared to facilitate small group discussion of selected areas within the Campus 2020 report, but in the interest of time, the discussion took place in the whole group.

The discussion ultimately centred on wording in the report on possible governance structures, as the language was seen to be ambiguous. Kwantlen's current co-governance structure works well, but that may not be true for all university colleges. The Thompson Rivers University (TRU) governance model referred to in the report is not clear to members; Takashi and Rob Fleming will be visiting TRU to discuss questions about governance and would appreciate any input from Council members prior to the meeting.

There was general discussion about the potential impact of the establishment of Regional Learning Councils as recommended in the report, and speculation about the possibility of having any influence on the final outcome. It is not known when the recommendations might be put into place.

12. Discussion: Credit Exclusion List

Deferred.

13. Next Meeting: September 24, 2007.

14. Adjournment: Moved by Betty Cunnin to adjourn the meeting at 3:44 pm.