

## EDUCATION COUNCIL MINUTES

Sep. 24 2007

<b>Present:</b>	Theresa Abraniuk Wendy Belter Dianne Crisp Dana Cserepes, Vice Chair Betty Cunnin Farhad Dastur Bob Davis John Fernando Rob Fleming	Dana Goedbloedr Jody Gordon (ex officio) Stephanie Howes Karen Metzger, Recorder Derek Robertson Takashi Sato, Chair Newton Wainman Marilynne Waithman Joel Whittemore
<b>Regrets:</b>	Mary Androsiuk Mohammed Kallas	Steve Lee Skip Triplett (ex officio)
<b>Guests:</b>	Kathleen Bigsby Arthur Fallick Gordon Lee	Jean Nicolson Church Carolyn Robertson

### 1. Confirmation of Agenda

Takashi welcomed everyone to the first meeting of the fall, and called the meeting to order at 4:25 pm.

The agenda was approved by consensus with the addition after item 9 of the *Guide to Program Development*.

### 2. Orientation Activity

Takashi arranged for members to sort themselves into small groups to work together to answer a number of questions about Education Council. Each group reported back to the whole, followed by group input to achieve common understanding.

### 3. Creating Our Future

Arthur Fallick and Kathleen Bigsby presented an overview of the process that led to the creation of the Creating Our Future Action Plan, which will be handed over to president Skip Triplett on Oct. 1, 07.

They called attention to highlights in the document and answered questions from Council members. The document has been distributed throughout Kwantlen and is available via myKwantlen.

Robert Fleming expressed sincere thanks for the immense undertaking by Kathleen and Arthur.

### 4. Approval of Minutes (June 18, 07)

**Moved by Rob Fleming, seconded by Dana Cserepes, THAT Council approve the minutes of the June 18, 2007 meeting as revised:** item 4.1 – ‘full program proposal’ should be ‘concept’.

**MOTION CARRIED.**

### 5. Chair’s Report

Takashi Sato reported that the Kwantlen Associate of Arts framework has been revised and approved according to the procedures approved by Education Council in June 2007: ACCT 1230 has been added to list A. The Kwantlen AA framework conforms with BCCAT requirements.

He attended meetings over the summer with reps from other university colleges about the pending regional university status.

He has also been participating in the presidential search committee, but because of a confidentiality agreement can only say that a search firm has been engaged and is searching through Canada and the United States. The committee issues official communiqués to the Kwantlen community.

He informed Council that one of the student representatives elected in the spring is not a student this semester, and that the runner-up will be contacted by the Registrar.

### 6. Standing Committee Reports

#### 6.1. Degree and Program Assessment Committee (Dana Cserepes, Chair)

Dana Cserepes reported that at its Sept. 12, 07 meeting, DPAC approved revision to the Grad Nurse Re-entry (GNUR) citation program and the Grad Nurse English Additional Language (GNEA) certificate program, both on today’s agenda. There was considerable discussion about the revisions to the GNEA program, but largely

outside of DPAC's purview.

DPAC also reviewed the Guide to Program Development, which has been worked on over the summer by a small group. It is also on today's agenda.

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

Carolyn stated that the committee has not yet met this fall, but that three pilot program reviews (Psychology, English Language Studies, and Fashion Design) have been begun under the guidance of the program review facilitators Colleen McGoff Dean and Cathy Bray. They will attend the next Council meeting to introduce themselves and to provide an update.

Carolyn asked for advice from Council members on how the process is communicated to divisions/departments.

## 7. Sub-Committee Reports

### 7.1. Curriculum Sub-Committee

The following new and revised course outlines were approved by the curriculum sub-committee on Sept. 10, 07:

#### NEW COURSES

CRIM 3249	Issues with Youth Justice
CRIM 3118	White-Collar & Corporate Crime
FINA 3110	Introduction to Curatorial Studies
HIST 3392	The Home Front: Britain During World War II
HIST 4400	Applications of History
HIST 4450	China and the West
HIST 4455	Sages and Statecraft in China
MATT 1081	Basic Mathematics for Welders
PHIL 3320	Personal Identity
PHIL 3225	Rationalism
PHIL 4430	Topics in the Philosophy of Mind

#### REVISED COURSES

GBRT 1250	Practicum I
HSRC 1244	Work Role II
SETA 1270	Practicum One
SETA 1370	Practicum Two

#### DISCONTINUED:

APPL 1101	Basic Electricity	1-Sep-06
APPL 1102	Basic Electronics	1-Sep-06
APPL 1103	Electric Dryers	1-Sep-06
APPL 1104	Standard and Self-cleaning Electric Ranges	1-Sep-06
APPL 1105	Automatic Electric Dishwashers	1-Sep-06
APPL 1106	Automatic Washers	1-Sep-06
APPL 1107	Ancillary Products	1-Sep-06
APPL 1108	Microwave Ovens	1-Sep-06
APPL 1109	Basic Refrigeration and Domestic Air Conditioning	1-Sep-06
CMNS 2130	Communications for Design Professionals	1-Sep-06
CPSC 1205	Fundamental Concepts of Computing	1-May-03
HIST 2361	India: Aryans to Mughals	1-Jan-08
HIST 2362	India: Mughals to Independence	1-Jan-08
HIST 2370	The United States since 1945	1-Jan-08
HORT 2455	Plant ID: Protected Cultivation	26-Jul-07
HRTA 0096	Mathematics for Horticulture	26-Jul-07
HRTA 1327	Plant ID – Perennials & Other Herbaceous Plants	26-Jul-07
HRTT 1101	Greenhouse Environments	27-Jul-07
HRTT 1102	Botany	27-Jul-07
HRTT 1104	Vegetable Crops – Fall Activities	27-Jul-07
HRTT 1202	Soils and Growing Media	27-Jul-07
HRTT 1204	Vegetable Crops – Winter Activities	27-Jul-07
HRTT 1206	Mechanics and Troubleshooting	27-Jul-07
HRTT 1304	Vegetable Crops – Spring Activities	27-Jul-07
HRTT 1306	Greenhouse Systems	27-Jul-07
MRKT 1236	Entrepreneurship in Horticulture	1-Jan-06

PRLN 1241	Organizational Communications	31-Dec-08
SETA 1111	Interpersonal Communications Skills – Level 1	1-Sep-07
SETA 1220	Introduction to Practice as a Teacher Assistant	1-Sep-07

### 7.1.1 Course Outline Database Project Update

Karen Metzger shared an update on the Course Outline Database project. To date, all current, approved course outlines for all but two divisions have been transferred from Word documents in the Common area to the Lotus Notes database. Some of the approved outlines have been 'published' to the read-only 'Library', and the remainder will be as soon as department personnel have checked them and verify that they are correct.

It is hoped that the rollover can take place in January 2008. A number of individuals and some departments/divisions have had some training, but more is needed. Plans are underway to provide training as needed.

Karen has a draft manual under development, which will be distributed before full implementation of the database.

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

Dana Cserepes said the M&Q committee will meet Friday Sept 28, and that she will report at the next meeting.

### 7.3. Policy Review Committee (Dana Goedbloed, Chair)

Dana Goedbloed noted that the committee met last week and reviewed policy *C.23 Academic Honesty (currently Plagiarism and Cheating)*, which was defeated. The committee recommended further review of the procedures, while the principle of the policy were accepted as presented. The policy will go back to the office of the VP Academic.

The committee verified that the Academic Schedule for 2008 complies with policy *B.1 Academic Schedule*. (see 7.3.1 below)

The committee approved policies *L.7 Minimum Academic Standards for Programs in Which Letter Grades Are Assigned* and *L.10 Principles for Program Prioritization* with very minor revisions, and both will be presented to Education Council for approval at the next meeting.

#### 7.3.1. Academic Schedule

The Policy Review committee reviewed and verified that the Academic Schedule for 2008/2009 complies with policy *B.1 Academic Schedule*. There was discussion about Mondays missed in the Fall semester and Fridays missed in the Spring semester because of statutory holidays and the Spring reading break. It appears that this discussion takes place every time the Academic Schedule is reviewed, and that no solutions have been found workable.

Education Council verified that the Academic Schedule for 2008/2009 complies with policy *B.1 Academic Schedule*.

## 8. Program Revision: Grad Nurse Re-Entry Citation

Jean Nicolson Church presented the proposed revisions to the Grad Nurse Re-entry citation program, which was recommended for approval by DPAC. Program has been successful for many years, but has been available only to people registered or eligible to be registered as a nurse in British Columbia. The revised admission requirements open the program to people who are or have been registered with regulatory nursing authorities in other Canadian jurisdictions. The English entrance requirements have been removed because they are included in the general Kwantlen entrance requirements. Interviews have never been used, and so have also been removed.

**Moved by Derek Robertson, seconded by Wendy Belter, THAT Council approve the revisions to the Grad Nurse Re-Entry citation program as presented.**

**MOTION CARRIED.**

This is for implementation in January 2008.

Jean Nicolson Church was given printed follow-up instructions.

## 9. Grad Nurse English Additional Language

Jean Nicolson Church also presented the proposed revisions to the *Grad Nurse English Additional Language (GNEA)* certificate program. She explained that all students are referred directly to the program from the College of Registered Nurses of British Columbia (CRNBC) after being assessed by that body. The CRNBC

has changed its procedures to require students to reach a certain English proficiency level before being assessed for the nursing upgrading education. The current program provides English language courses no longer required because of the CRNBC change. For that reason, the entrance requirements need to be changed, and the English courses need to be removed from the program.

It was confirmed that removing the English courses left the program with sufficient credits to grant a certificate.

There was discussion about renaming the program, which the proponents have considered, but have not been able to find a suitable name. The students in the program do have English as an additional language.

There was general discussion about how Kwantlen might offer the English upgrading to potential candidates before they are assessed by the CRNBC.

**Moved by Theresa Abraniuk, seconded by Betty Cunnin, THAT Council approve the revisions to the *Grad Nurse English Additional Language (GNEA)* program as presented.**

**MOTION CARRIED.**

This is for implementation in January 2008.

Jean Nicolson Church was given printed follow-up instructions.

**10. Guide for Program Development**

**Moved by Dana Goedbloed, seconded by Dianne Crisp, to table this item to a future meeting as there is not sufficient time remaining in this meeting to have an adequate discussion.**

**MOTION CARRIED.**

**11. Next Meeting:** Oct. 22, 2007.

**12. Adjournment:** Moved by Dana Cserepes to adjourn the meeting at 6:34 pm.