

**MINUTES**

<b>Present:</b>	David Atkinson Dianne Crisp Dana Cserepes, Vice Chair Farhad Dastur Bob Davis John Fernando Rob Fleming for Judith McGillivray Dana Goedbloed Aysha Haq	Jody Gordon (ex officio) Joel Murray Jan Penhorwood Carolyn Robertson Derek Robertson Takashi Sato, Chair Marilynne Waithman Joel Whittemore
<b>Regrets:</b>	Mary Androsiuk Betty Cunnin Stephanie Howes Sandi Klassen	Steven Lee Rob Mumford
<b>Secretariat:</b>	Karen Metzger, Recorder	
<b>Guests:</b>	Douglas Baker Deborah Harkin Christina Heinrick	Joanne Massey Gordon Lee

**1. Call to Order**

Takashi Sato called the meeting to order at 4:20 pm.

**2. Confirmation of Agenda**

The agenda was confirmed by consensus as amended: after item 7, add MOU: Kwantlen and CNC

**3. Approval of Minutes (Education Council, Oct. 6, 2008)**

**Moved by Derek Robertson, seconded by Bob Davis, THAT Senate approve the minutes of the Oct. 6, 2008 meeting.**

**MOTION CARRIED.**

**4. Chair's Report**

Takashi Sato provided an update on the Q-committee, which started within the B.A. Task Group establishing the framework for B.A. degrees ca. 2002 to assess courses for Q-status for B.A. degrees. The committee has continued to function loosely since that time, without a faculty member as chair and without any firm structure. Wayne Podrouzek has recently volunteered to chair the committee, which now has a schedule of meetings to ensure that members are available on a regular basis when courses are submitted for assessment. The committee will now report to the Senate Standing Committee on Curriculum (SSCC).

**5. Standing Committee Reports**

**5.1. Senate Standing Committee on Curriculum (Dana Cserepes, Chair)**

Dana Cserepes reported that the SSCC did not meet in October due to lack of agenda items. A small working group will meet Oct. 28 to review the program approval process in light of the new governance

structure. Josh Mitchell has provided a checklist for program revisions to ensure that all necessary steps are identified.

It has yet to be specified how the Subcommittee on Course Curriculum (SCC) will function under SSCC.

Two programs have been asked to complete the program implementation review process, and the B.A. English Major program will be asked to start the process when the program is rolled out in January 2009.

#### **5.1.1. Sub-Committee on Course Curriculum**

The Sub-Committee on Course Curriculum reviewed the following revised course outlines on Oct. 8, 2008:

##### **REVISED COURSES**

ARTH 2122	Art in Flux: The Modern Period	Jan. 09
ARTH 2126	Canadian Art	Jan. 09
ARTH 2222	Art: 1945 to the Present	Jan. 09
ARTH 3121	Italian Renaissance and Mannerist Art	Jan. 09
FINA 1110	Introduction to Painting	May 09
FINA 1237	Issues in Photography	Jan. 09
FINA 3100	Open Studio And Seminar I	Jan. 09
FINA 3110	Introduction to Curatorial Studies	Jan. 09
FINA 3201	Artistic Practice in The Community	Jan 09
FINA 3202	Special Topics in Studio Arts	Jan. 09
FINA 3112	Public Art: Theory and Practice	Sep. 09
GNQU 1305	Mental Health Preceptorship	Sep. 08
GNQU 1315	Maternal/Child Preceptorship	Sep. 08 (denied)
GNQU 1325	Pediatric Preceptorship	Sep. 08 (denied)
HORT 2463	Nursery Production	Jan. 09

##### **5.1.1.1. Approval of a committee mandate**

Rob Fleming presented the proposed mandate for the Sub-Committee on Course Curriculum (CSS) and explained that the committee reviews course curriculum according to internal standards and for external transfer purposes. It has up to now been a small committee, but it has become apparent that representation from faculties would be mutually beneficial in distributing authority throughout the institution. To that end, the proposed mandate asks for representation from all faculties.

**Moved by Bob Davis, seconded by Dana Goedbloed, THAT Senate approve the mandate for the Subcommittee on Course Curriculum, pending identified revisions.**

**MOTION CARRIED.**

#### **5.2. Senate Standing Committee on Program Review (Carolyn Robertson, Chair)**

##### **5.2.1. For information:**

##### **Response to action plan arising from the program review equivalency.**

Carolyn Robertson explained that the report on the action plan is the final component of the program review process and is submitted to Senate for information. The Council for Interior Design Accreditation (CIDA) granted a high level of accreditation to the *Bachelor of Applied Design in Interior Design* program; of 150 core standards, only four needed improvements, two of which are outside of the control of the program. The report informs Senate of actions taken by the program in response to the recommendations.

It is noted that Senate has received the report on the action plan for the *Bachelor of Applied Design in Interior Design* program review.

Carolyn pointed out that 'program review exemption' will be changed to 'program review recognition of equivalency' as the former terminology carried a misleading connotation.

She also noted the following:

*Bachelor of Applied Design in Fashion Design:* The facilitators are working toward having an external review team on site for Dec. 4, 2008.

*Bachelor of Psychology:* Planning for external review in Feb. 2009.

*Bachelor of Business Administration* programs: The program review exemption application is in progress. *Communications* will be included in the review as a unit of study.

*Bachelor of Science in Nursing:* The action plan resulting from the program review will be submitted to Senate in the near future.

*English Language Studies:* The review team is working on completing the self-study component.

*Bachelor of Philosophy:* Ready to send out student questionnaires.

The facilitators are gathering data on the actual amount of time required for program reviews, and the committee is working with the facilitators to determine if staffing levels are adequate to conduct the scheduled number of reviews annually.

### **5.3. Senate Standing Committee on Policy Articulation (Dana Goedbloed, Chair)**

Dana Goedbloed reported that the Senate Standing Committee on Policy Articulation (SSCPA) reviewed a number of policies on Oct. 20, 2008, some of which will come forward to Senate after minor revisions, and some of which required further review by the bodies responsible.

The committee will be examining its mandate in light of Senate standards over the next few months.

### **5.4. Senate Standing Committee on Tributes**

Joel Murray noted that the Senate Standing Committee on Tributes has started meeting and has been discussing how to handle the process of nominations. They may not recommend an honoree for the February convocation in light of the planned recognition of the mace.

He acknowledged Gordon Lee as the previous chair of committee.

#### **5.4.1. Approval of a Committee Chair**

**Moved by Dianne Crisp, Seconded by Dana Cserepes, THAT Senate approve Joel Murray as chair of the Senate Standing Committee on Tributes.**

**MOTION CARRIED.**

## **6. Sub-Committee Reports**

### **6.1. Nominating Committee**

The nominating committee, at its previous meeting, discussed the scarcity of nominations received at that date, and decided on various action items to encourage faculty members to run for a Senate position.

Jody Gordon noted that a number of nominations have been received, and will have the final count on Oct. 28, 2008.

The committee is working on filling all committees as per their respective mandates.

#### **6.1.1. Approval of Governance Committee Membership**

It has been suggested that the Senate Creation Committee, which worked over the summer, will continue as the Governance Committee until January when the full Senate will be established.

**Moved by Dana Cserepes, seconded by Joel Murray, THAT Senate approve the Senate Governance Committee membership as amended from the floor: add Derek Robertson, student, and Bob Davis.**

**AMENDMENT CARRIED.**

**MOTION CARRIED.**

There was discussion about the structure of faculty councils. Faculties will submit proposals to Senate for approval. Rob Fleming has been gathering information from existing similar universities about faculty committee structures, which he will make available to faculties.

**7. MOU: Kwantlen CADD and SFU Mechatronics**

Joanne Massey, Christine Heinrick and Dana Goedbloed spoke to the proposed memorandum of understanding between Kwantlen and SFU Mechatronics. Joanne Massey explained that the proposed agreement was initiated by an invitation from the head of the Mechatronics Systems Engineering program at SFU. The resulting proposal includes two-way movement of students between the two programs.

**Moved by Derek Robertson seconded by Bob Davis, THAT Senate approve the memorandum of understanding between Kwantlen's Computer Aided Drafting and Design program and SFU's Mechatronics program, pending minor revisions.**

**MOTION CARRIED.**

**8. Election of First and Second Vice Chairs**

Jody Gordon conducted the election.

***First Vice Chair:***

Takashi Sato nominated Dana Cserepes for first vice chair, seconded by Dana Goedbloed. Dana Cserepes accepted the nomination. There were no further nominations from the floor.

**David Atkinson moved that nominations cease, seconded by Joel Whittemore.**

**MOTION CARRIED.**

Dana Cserepes was acclaimed first vice chair of Senate, effective January 2009.

***Second Vice Chair:***

Dana Cserepes nominated Takashi Sato for second vice chair, seconded by Joel Murray.

**David Atkinson moved that nominations cease, seconded by Jan Penhorwood.**

**MOTION CARRIED.**

Takashi Sato was acclaimed second vice chair of Senate, effective January 2009.

**9. Approval of Graduates**

Jody Gordon presented a list of 29 graduates from six divisions to Senate for approval.

**Moved by Joel Whittemore, seconded by Jan Penhorwood, THAT Senate approve the graduates as presented.**

**MOTION CARRIED.**

There was discussion about how to deal with lists of graduates when they are much more extensive as they will be at certain times of the year. It was agreed by consensus that Jody Gordon will make such lists available by means other than a printed list.

**10. Olympic Break Variance Committee**

When the academic schedule for 2009/2010 was approved, Education Council moved to strike an ad hoc committee to review requests for variance from the schedule, to function until the 2010 Olympics are finished. The committee is now being assembled and Dana Goedbloed has agreed to serve as a member. In the near future, it will draft terms of reference and will publicize deadlines for requests for variance.

[Note: the Semester dates for 2009/2010 are available on the Senate Website.]

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David Atkinson noted that Kwantlen has signed an agreement with VANOC re limited use of parking facilities; he will distribute information to the Kwantlen community as soon as possible.

**11. MOU: Kwantlen and CNC**

Rob Fleming presented a proposed memorandum of understanding between Kwantlen and the College of New Caledonia (CNC) to set aside a specified number of seats for students from CNC for entry into year three of Kwantlen's BBA degree programs.

**Moved by David Atkinson, seconded by Joel Whittemore, THAT Senate approve the MOU between Kwantlen and the College of New Caledonia as presented.**

**MOTION CARRIED.**

**12. Next Meeting:** Nov. 24, 2008, 4:15 pm, G 2110

**13. Adjournment:** Moved by Dana Cserepes to adjourn the meeting at 6:30 pm.