

EDUCATION COUNCIL

MINUTES OF THE MEETING HELD ON

Tuesday, September 17, 2013

13:00 Room C408

Membership:

Amman Bhogal	Julia Denholm	Julie Longo
Sarah Bowers	Charlotte French*	Bradley O'Hara
Diane Bradley	Kathy Hanson	Christine Peterson*
Lynn Carter (Vice-Chair)	Margaret Heldman (a)	Lyndon Salas
Patricia Cia	Ian Humphreys	Tomo Tanaka
Kevin Craib	Darrell Kean	Gigi Tsui (a)
Roy Daykin*(a)	Gerda Krause (Chair)	Gayleen Wren
		Rute Xu (a)

Regrets: R Daykin, M Heldman, Gigi Tsui

Guests: —

Minutes: Susan Smith

*non-voting

1. CALL TO ORDER/WELCOME

G Krause called the meeting to order at 1300 hours, upon declaration of a quorum.

2. APPROVAL OF AGENDA

All items listed under A) NURSING were withdrawn. Pages 80-81 were replaced with revisions which were distributed by email and at the table.

IT WAS MOVED by L Carter, seconded by B O'Hara that the agenda be approved as amended.

MOTION CARRIED

3. APPROVAL OF MINUTES

The minutes of the meeting of June 18, 2013 were approved by consensus.

4. CURRICULUM

A) NURSING

All items deferred.

B) NUTRITION and FOOD SERVICE MANAGEMENT

a. Course Changes

- i) NUTR 2322 – Advanced Nutrition I
- ii) NUTR 2422 – Advanced Nutrition II

In both courses, the current prerequisite prevents students from registering with 3 credits of CMNS/ENGL, which is sufficient for students starting their second year of the diploma program. The proposed change will eliminate the word "and" between sets of required CMNS/ENGL courses, so that the statement reads "...a minimum 'C' grade in one of CMNS 1115, 1118, 2228, BUSM 1500 or ENGL 1127".

IT WAS MOVED by G Wren, seconded by D Kean that the prerequisite changes in NUTR 2322 and NUTR 2422 be approved by Education Council

MOTION CARRIED

5. Other Business

A) POLICY

a. Revised Policies

i) F1001 Credentials

C French noted that the revised policy would replace the existing post-graduate certificate with a “post-degree certificate” and add the potential for a longer “post-degree diploma” program (over 30 credits). Other revisions have condensed the document content in keeping with new policy formats. Exceptions, procedural, regulatory and directive elements, including appendices, have been removed, and will be produced as separate documents as required. Other phrasing has been altered and regrouped, including Section 3.5 (formally 5.14), for improved clarity. The definitions format has been revised to indicate minimum standards. Minimum GPA required for Citation, Certificate and Diploma credentials has changed from 1.67 to 2.00.

IT WAS MOVED by D Bradley, seconded by J Longo, that the revised Policy F1001 Credentials be approved by Education Council.

It was noted that the changed GPA requirement will apply to students entering the affected programs in Spring 2014, and that this change will be communicated to students.

MOTION CARRIED

ii) F1005 Assessment of Academic Progress

A copy of the existing policy 6.3.1.5. Langara – Instructor Assessment of Student Progress, originally issued January 20, 1975 and last amended February 2, 1987, was included with the agenda package. G Krause noted that the proposed revision reflects the original policy while conforming to current practice. The format has been updated and definitions added. Other additions include purpose statements and clarification of responsibilities of faculty and students.

IT WAS MOVED by B O’Hara, seconded by J Longo, that Education Council approve the policy *F1005 Assessment of Academic Progress*.

There was discussion regarding circumstances that may conflict with sections 3.4. and 3.5., e.g. clinical placements.

IT WAS MOVED by J Denholm, seconded by G Wren that the policy *F1005 Assessment of Academic Progress* be referred back to the revision committee for further work.

MOTION CARRIED

b. Rescinded Policies

iii) 6.1.1.3. Distance Education

iv) 6.3.1.1. Proposal for a New Course, Program Revision, or Major Revision of an Existing Course

v) 6.3.1.2. Correspondence Courses

vi) 6.3.1.7. Short Term Courses

IT WAS MOVED by G Krause, seconded by S Bowers , that Education Council approve the proposal to rescind the obsolete policies 6.1.1.3. *Distance Education*, 6.3.1.1. *Proposal for a New Course, Program Revision, or Major Revision of an Existing Course*, 6.3.1.2. *Correspondence Courses*, and 6.3.1.7. *Short Term Courses*.

G Krause raised the question of whether there is a need for a policy on course format, considering the various delivery methods now in use. It was agreed that this topic should be brought to Education Council for future discussion.

MOTION CARRIED

B) Dean's Honour Roll - Revision

C French noted that implementation of the Dean's Honour Roll is already underway but that the criteria needed clarification. The revision therefore adds the phrase (in italics) "To achieve Dean's Honour Roll standing students must *be in good academic standing and...*"

IT WAS MOVED by L Carter, seconded by K Craib that Education Council approve the revised criteria for Dean's Honour Roll.

MOTION CARRIED

6. For Information

A) DQAB Approval Letters

B O'Hara presented two letters from the Degree Quality Assessment Board which confirm satisfactory responses to questions concerning the Bachelor of Performing Arts, Bachelor of Science in Nursing and Bachelor of Business Administration programs.

B) EdCo Student Representative Election

C French reported that an election is underway to fill two vacate student representative positions.

G Krause thanked R Xu (absent) for her contribution to Council, and noted that this meeting marks the end of her term.

7. ADJOURNMENT

IT WAS MOVED by L Carter that the meeting be adjourned.

MOTION CARRIED

The meeting was adjourned at 1338 hours.