

EDUCATION COUNCIL

MINUTES OF THE MEETING HELD ON

Tuesday, January 24, 2017

13:00 Room C408

Attendees:

Les Apouchtine*(a)	Rick Harkness	Ajay Patel
Jim Bowers	Ian Humphreys	Lyndon Salas
Sarah Bowers	Pawandeep Kaur	Roger Semmens
Jacqueline Bradshaw	Mina Kong (a)	Arman Shafquat (a)
Lynn Carter (Vice-Chair)	Gerda Krause (Chair)	Tomo Tanaka
Patricia Cia	Varinder Kumar *(a)	Stefanie Thomas
Spencer Dane (a)	Janine Lennox (a)	Lindsay Tripp*
Leelah Dawson (a)	Robin Macqueen	Lane Trotter*
	Clayton Munro*	

Regrets: S Dane, L Dawson, J Lennox

Guest: Ian McBain

Minutes: Susan Smith

*non-voting
(a) absent

1. CALL TO ORDER/WELCOME

G Krause called the meeting to order at 1301 hours.

2. APPROVAL OF AGENDA

IT WAS MOVED by J Bradshaw, seconded by L Carter, that the agenda be approved as distributed.

MOTION CARRIED

3. APPROVAL OF MINUTES

IT WAS MOVED by L Carter, seconded by J Bradshaw, that the minutes of the meeting held November 22, 2016 be approved.

MOTION CARRIED

4. CURRICULUM

A) KINESIOLOGY

a) Course change

i) KINS 3303 – High Performance Strength & Conditioning

The proposal adds *HKIN/KINS 1100 – Biodynamics of Physical Activity* as another prerequisite for this course. This change will better enable students to meet the learning outcomes for KINS 3303, which requires a detailed knowledge of anatomy and physiology, topics not covered by the existing prerequisite (HKIN/KINS 1103).

IT WAS MOVED by R Macqueen, seconded by J Bradshaw, that the addition of *HKIN/KINS 1100* as a prerequisite in KINS 3303 – High Performance Strength & Conditioning be approved by Education Council.

MOTION CARRIED

B) RECREATION STUDIES

a) Course change

- i) RECR 3230 – Leadership and Management in Community Recreation
- ii) RECR 3260 – Managing cultural Programming in the Community
- iii) RECR 4150 – Community Recreation Systems
- iv) RECR 4270 – Management of Recreational Facility Systems

In each proposal, the course *RECR 1160 – Foundations of Leisure and Recreation* is added as a prerequisite. RECR 1160 is currently a prerequisite for RECR 3160, a required BRM course, however it has been possible for students to register in these other required third and fourth year BRM courses without having the important foundation in leisure theory. This change will ensure that all students enrolled in the required BRM courses will have the background necessary for their success.

IT WAS MOVED by J Bowers, seconded by A Patel, that the proposed prerequisite changes in *RECR 3230, 3260, 4150 and 4270* be approved by Education Council.

MOTION CARRIED

b) Program Change

- i) Bachelor of Recreation Management

This change will revise the calendar note to advise students that MARK 1115 and RECR 1160 are prerequisites for courses they need to take to complete the BRM. Also, the reference to KINS 1161 is deleted from the note, as it is no longer considered an alternative to RECR 1160.

IT WAS MOVED by J Bowers, seconded by J Bradshaw, that the revision of the program note for *Bachelor of Recreation Management* be approved by Education Council.

MOTION CARRIED

G Krause turned the chair over to L Carter.

C) MATHEMATICS & STATISTICS

a) Program Change

- i) Associate of Science Degree in Mathematics
- ii) Associate of Arts Degree in Mathematics

In both proposals, curriculum information for the calendar is simplified and updated, and a referral to the BC Transfer Guide is added. Requirements that are already specified within the general framework of the associate degree are removed from the program notes. In the Associate of Arts degree, MATH 2365 is deleted from the curriculum, as it is no longer required for transfer to SFU.

IT WAS MOVED by G Krause, seconded by S Bowers, that the program revisions for *Associate of Science Degree in Mathematics* and *Associate of Arts Degree in Mathematics* be approved by Education Council.

MOTION CARRIED

L Carter returned the chair to G Krause.

D) MARKETING MANAGEMENT

a) New Course

- i) MARK 2500 – Selling Skills and Communication

This course has been developed to support and deliver specific learning outcomes to the new Financial Services Diploma. MARK 2500 is similar to the existing course MARK 1200 – Selling Skills, but will be taught with a focus on the financial services sector, based on the advice of industry representatives. The department will continue to offer MARK 1200 as it is a

support course for other programs. MARK 2500 will be recommended for students in the Financial Services and Marketing Management Diplomas, however either course may be used to meet the requirements of these programs.

b) Program Change

- i) Diploma in Marketing Management

The proposal adds the new course *MARK 2500 – Selling Skills and Communication* to the program curriculum.

IT WAS MOVED by J Bradshaw, seconded by L Carter, that the new course *MARK 2500 – Selling Skills and Communication*, and the addition of this course to the curriculum of *Diploma in Marketing Management*, be approved by Education Council.

MOTION CARRIED

- ii) Diploma in Financial Services

Proposed changes are: to rename FMGT 2500 from *Personal Financial Planning* to “*Personal Financial Planning 2*”; to allow MATH 1119 as an option in addition to MATH 1118, as consistent with other diploma and BBA requirements; to add the new course MARK 2500 as an alternative to MARK 1200; and to add STAT 1124 or STAT 1181 as options, along with the existing STAT 1123, for meeting the program’s statistics requirement.

IT WAS MOVED by J Bradshaw, seconded by R Macqueen, that the revisions in the *Diploma in Financial Services* program be approved by Education Council.

MOTION CARRIED

E) FINANCIAL MANAGEMENT & BUSINESS COMPUTER

a) New Course

- i) FMGT 2116 – Personal Financial Planning I

This course was created as a foundation for the Diploma in Financial Services, and will introduce students to the key real-world skills that industry partners have indicated are necessary for graduating employable professionals.

The course is expected to also be of interest to students in other programs. Transfer credit is being sought with a number of institutions.

IT WAS MOVED by J Bradshaw, seconded by A Patel, that the new course *FMGT 2116 – Personal Financial Planning I* be approved by Education Council.

MOTION CARRIED

b) Course Change

- i) FMGT 3223 – Advanced Management Accounting

The proposal replaces the prerequisite FMGT 2423 with *FMGT 2371 – Financial Management I*, to ensure that students are able to understand capital budgeting and the time value of money. The equivalent Continuing Studies course (BSAD 1057) also has a Finance prerequisite; these courses are taught together as a hybrid course, and should be aligned.

IT WAS MOVED by J Bradshaw, seconded by L Carter that the prerequisite change in *FMGT 3223 – Advanced Management Accounting* be approved by Education Council.

MOTION CARRIED

F) PROFESSIONAL PHOTOGRAPHY

a) Program Change

- i) Diploma in Professional Photography

b) Course Change

- i) PHOT 2420 – Small Business for Photographers
ii) PHOT 2475 – Photographic Development

iii) PHOT 2485 – Portfolio Development and Practicum

Through consultation with faculty of Professional Photography and Management Programs, it was agreed that students would be better supported as they develop their business plan by having them take BUSM 1902 later in the program. This proposal will move PHOT 2420 from Term 4 to Term 3, and move BUSM 1902 from Term 3 to Term 4 in the program curriculum. Prerequisites for affected courses are adjusted accordingly.

IT WAS MOVED by T Tanaka, seconded by R Semmens that the curriculum revision in the *Diploma in Professional Photography* and prerequisite changes in *PHOT 2420*, *PHOT 2475* and *PHOT 2485* be approved by Education Council.

MOTION CARRIED

G) PUBLISHING

a) Program Change

i) Diploma in Publishing

The proposal will drop the admission requirement that students not in Grade 12 at the time of application must submit a resume. Applicants are still required to provide a letter of intent. In addition, revisions were made to the wording in the program curriculum notes in the calendar, to update the information and improve readability. It was noted that although the text is lengthy, the information provided on this page has been shown to be a key element in student recruitment.

IT WAS MOVED by T Tanaka, seconded by L Carter, that the admission and curriculum information changes in the *Diploma in Publishing* be approved by Education Council.

MOTION CARRIED

H) DESIGN FORMATION

a) Program Change

i) Diploma in Design Formation

Admission requirements are revised to provide more specific information and updated English requirements, including minimum TOEFL and IELTS scores and the addition of post-secondary English or Communications options. The basic English proficiency requirement remains low for admission, however a note is added that once admitted to the program, students may be required to take an English placement test and placed into an appropriate English course based on their score. New information is also provided regarding the application interview and assessment, and to advise students to be aware of individual course prerequisites, and to submit relevant documents to Registrar and Enrolment Services well in advance of the registration period.

IT WAS MOVED by T Tanaka, seconded by R Semmens, that the revised admission requirements in the *Diploma in Design Formation* be approved by Education Council.

MOTION CARRIED

b) Course Change

i) DDSN 2254 – Field Study Practicum

The prerequisites for this course are revised to add “two of: *CMNS 1115*, *CMNS 1118*, *ENGL 1127* and *ENGL 1129*.” It has been found that many students put off taking the required English/Communications courses until the end of the program. Due to the practicum requirement to graduate, students should find sponsors, have interviews, write a resume and design an exit portfolio that includes a written component, and English language skills are essential to allow them to communicate and present projects in a professional manner.

IT WAS MOVED by T Tanaka, seconded by L Carter, that the prerequisite change in *DDSN 2254 – Field Study Practicum* be approved by Education Council.

MOTION CARRIED

I) ENGLISH

a) New Course

- i) ENGL 2222 – Classical Literature in Translation

This proposal was withdrawn until the next meeting.

5. OTHER BUSINESS

A) Education Council Bylaws: Revision

- i) Bylaws Changes: Section 4.B. Duties of Chair
ii) Appendix B “Education Council Membership”

L Carter reminded Council that the purpose of this revision is to create a provision for dealing with urgent matters that may arise at times when it is not possible for Education Council to convene in the usual manner. The second part of the motion updates the membership composition to reflect the addition of a new academic division.

IT WAS MOVED by L Carter, seconded by A Patel, **THAT** the Education Council Bylaws, **Section 4.B. Duties of the Chair of Education Council**, be amended to add the following:

vi) If in the opinion of the Chair, after consultation with appropriate parties (e.g. Registrar, Vice President Academic), the College urgently requires a decision by Education Council at a time when a quorum of the members cannot be convened, the Chair is authorized to make the decision on behalf of Education Council and to determine the duration for which this change is in effect. After making the decision, the Chair will notify the Council members of the decision as soon as possible;

AND that the following section of **Appendix B “Education Council Membership”** be amended to read:

Historically at Langara College

- The 10 faculty members elected have consisted of six divisional representatives, one librarian/counselling representative (elected from each of these departments in alternating terms) and three members-at-large. *With the creation of a seventh division in the spring of 2016, the number of members-at-large is reduced to two.*

MOTION CARRIED

6. For Information

A) Education Council Elections Procedures: revision

C Munro explained that minor revisions in the Procedures and Appendices are made to adjust the election timeline and to add a reference to the seventh academic division.

IT WAS MOVED by L Carter, seconded by J Bradshaw, that the revisions in the *Procedures for Election to the Langara College Education Council* be adopted.

MOTION CARRIED

B) “C-“ prerequisite information in Calendar

Item postponed until the next meeting.

C) CONTINUING STUDIES

a) Program Revisions

- i) Small Business Management and Ownership

BSAD 1150 – Customer Relations is changed from elective to required course, reducing number of electives from 2 to 1. Total hours for certificate are increased from 147 to 162.

- ii) Building Systems Energy Assessor

Name is changed from Energy Management to *Building Systems Energy Assessor*. 6 courses are removed from the

curriculum, and 2 are added, reducing total required courses from 9 to 5. Total program hours unchanged.

iii) Continuing Studies Diploma in Real Estate

6 courses are removed from the curriculum and 2 courses added. Number of required courses for the program is decreased from 34 to 30; however total program hours remains the same.

iv) Photography Certificate

The course *PHTG 1081 Photography Assistant: Level 1* is changed from elective to required, increasing the total number of required courses from 9 to 10, and total hours from 324 to 360. Total required and elective course hours are increased from 648 to 684.

IT WAS MOVED by T Tanaka, seconded by P Cia, that the package of Continuing Studies program changes be received by Education Council for information.

MOTION CARRIED

D) Department name change

J Bradshaw informed Education Council that the Department of Geography has changed its name to *Department of Geography and Geology*.

7. ADJOURNMENT

The meeting was adjourned at 1342 hours.