



**MINUTES OF A MEETING OF EDUCATION COUNCIL**

**HELD MONDAY, JANUARY 21, 2013 AT 9:00AM  
BOARDROOM - NEW WESTMINSTER CAMPUS**

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**1. ROLL CALL:**

**Members Present:**

#### **4. BUSINESS ARISING FROM THE MINUTES**

##### **4.1 Curriculum Items**

###### **a) Curriculum Committee Recommendations**

Curriculum Committee Chair T. Harper noted many withdrawn courses in this month's memo. A Council member noted one course, CISY 3680, that was not listed. The Chair advised that it should appear as withdrawn.

There being no further discussion,

**There was unanimous consent to Short-cycle the proposed Motion.**

**MOVED by B. Thomas-Peter; SECONDED by B. Chapell, THAT Education Council approve the submitted guidelines for: MODL 1131, 1132, 1151, 1152, 1171, 1172, 2231, 2232, 2251, 2252, 2271, 2272, and 2351; MUSC 3185 and 3285; OADM 1103 and that Council approve the withdrawal requests for: CISY 1110, 1165, 1210, 1270, 1275, 1280, 1410, 2200, 2255, 2300, 2310, 2345, 2346, 2365, 2375, 2470, 2510, 3445, 3480, 3495, 3530, 3540, 3580, 3600, 3610, 3680, and 3690; and SDSS 0100.**

**The Motion was CARRIED.**

###### **b) Course Code Withdrawals**

The Chair advised that the Registrar's Office has agreed this is a housekeeping issue; these are course codes or numbers no longer in use. She noted that any of these could be reactivated if deemed necessary, but the purpose is to get the codes out of the calendar to provide better clarity.

The Chair also noted that some institutions have a policy where the list of courses is reviewed annually and departments are contacted if a course is not offered for a length of time. Thus the calendar accurately reflects a list of courses actually being offered. Council agreed it would be good to look at other institution's policies. The Chair will include some examples for next meeting.

**ACTION: Please refer this item to your constituency groups for information.**

#### **5. NEW BUSINESS**

##### **5.1 Full Program Proposals: PDDs in Hospitality Management and Hospitality Marketing**

The Chair welcomed Mark Elliott to speak to this item.

Mark noted some changes to the original concept paper based on feedback received; mainly some admissions and exit requirement language, removal of an experiential learning course and addition of other options.

A Council member raised a query about waiving prerequisites, noting this concern applies to PDDs in general. Mark noted that most of the prerequisites were set up for students coming directly from high school, and may not necessarily apply to the degree credentialed students interested in a PDD. K. Denton expanded on the response, advising that the Faculty of CBA is currently reviewing all their prerequisites. As well, a question was raised, as to whether students can get credit toward the PDD for equivalent courses taken previously. Mark indicated that the outlook on whether students will have to complete the whole PDD is changing, and program revisions will be made moving forward.

A general discussion of PDDs including prerequisites, waivers and equivalencies followed. The Chair advised that part of the program approval policy discussions is to develop more clarity around some of these matters. She noted that as PDDs are still reasonably new at our institution, operational issues are coming to light and departments are working to resolve them. K. Denton noted that provincially the language regarding PDDs is soft, and anticipates clarification coming in the

She indicated that the curriculum software development is going well; the software company has built a workflow form for course approval which will soon undergo testing. Information on more than 1600 active courses needs to be entered into the system. Progress is on track for the end of May, with training over the summer, and the software in use for course approval and revisions beginning in the fall. She noted that the program will be easy to use, and will push information out to the calendar more quickly, thus enabling students to access clear and helpful information.

a) December 2012 Report to the Board

**6.2 Report from the President**

S. McAlpine acknowledged the work currently underway to tighten processes and increase transparency. He noted a conversation at the recent Employee Engagement event around ensuring that our policies are not seen as barriers. He advised that he will be blogging about an interesting article in Macleans magazine about post-secondary education, and he encouraged Council to read it. As well, the January President's Report will be circulated today.

**6.3 Report from the Vice President, Academic**

K. Denton provided an update on the status of the Nursing Program revisions, sent to DQAB last fall. She followed up and discovered that there is now an addition step; after DQAB has done their assessment the proposal must go back through the Ministry once again. She is hopeful approval will come through in time to also gain approval from the College of Nursing, so that the new structure can be in place for the fall.

**6.4 Report from the Board Representative**

There was no report.

**6.5 Report from the Secretary**

There was no report.

**6.6 Report from the Curriculum Committee**

There was no report.

**6.7 Report from the Educational Excellence Committee**

M. Iaquina reported that the Committee has received several nominations, and will meet in the coming weeks to select the candidate.

**6.8 Report from the Standing Committee on Admissions and Language Competency Standards**

There was no report.

**6.9 Report from the Standing Committee on Educational Policies**

There was no report.

7. **OTHER BUSINESS**

There was no other business.

8. **NEXT MEETING**

Monday, February 18, 2013 at 9:00am in the Boardroom (4920), New Westminster Campus.

9. **ADJOURNMENT**

**MOVED by S. Ramovic; SECONDED by B. Thomas-Peter, that the meeting be adjourned.**

The meeting adjourned at approximately 10:10am.

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**Chair**

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**Secretary**