

EDUCATION COUNCIL

MINUTES OF THE MEETING HELD ON

Tuesday, November 17, 2015

13:00 Room C408

Membership:

Jim Bowers	Annie Jensen* (a)	Ajay Patel (a)
Sarah Bowers	Mankirat Kaur (a)	Lyndon Salas (a)
Jacqueline Bradshaw	Janine Lennox (a)	Roger Semmens
Lynn Carter (Vice-Chair)	Gerda Krause (Chair)	Jan Smith*
Cassandra Chowdhury	Julie Longo	Tomo Tanaka
Leelah Dawson	Robin Macqueen	Stefanie Thomas (a)
Nathan Forster	Clayton Munro*	Lane Trotter*(a)
Ian Humphreys		Jarrold Zhang (a)

Guest: Janet Douglas, Jag Madan Laura Vail, Lulin Zheng

Minutes: Susan Smith

Regrets: A Jensen, J Lennox, A Patel, S Thomas, L Trotter

*non-voting
(a) absent

1. CALL TO ORDER/WELCOME

G Krause called the meeting to order at 1300 hours, and welcomed new Council member N Forster. She noted the resignation of A Mullins, and that a by-election will be conducted by Registrar and Enrolment Services to fill this staff position.

2. APPROVAL OF AGENDA

IT WAS MOVED by L Carter, seconded by S Bowers, that the agenda be approved as circulated.

MOTION CARRIED

3. Professional Photography Diploma Program Review

Janet Douglas (Teaching & Curriculum Development Centre) reported on completion of the review for the Diploma in Professional Photography, the first full review carried out under the Langara program review process. As a result of the review, the Professional Photography Department has made the commitment to re-examine its curriculum based on program goals and outcomes, and to begin the process of re-building the program, with revision proposals expected to come forward to Education Council in the near future.

TCDC is currently facilitating reviews of 7 programs, with another 7 reviews to begin in January 2016. The review process has been found to also affect departments that provide support courses for the programs under review, which may result in additional curriculum and learning outcome changes from these other departments.

J Longo expressed appreciation for the work done by Janet Douglas, Sarah Bowers and the Professional Photography Department in completing the review process.

IT WAS MOVED by J Longo, seconded by T Tanaka, that the report on the Professional Photography Diploma program review be received by Education Council for information.

MOTION CARRIED

4. Email Migration Update

Jag Madan, Chief Information Officer, delivered a report on coming changes in Langara's email/calendaring systems. He noted that there have been a number of difficulties with the systems currently in use, and that after a thorough review of the issues, Langara's IT department has made a recommendation for the college to move to Microsoft's Office 365 platform for email and

calendar. This change is expected to improve communication and eliminate errors with synchronization. The proposed timeline will see migration begin in mid-2016.

5. APPROVAL OF MINUTES

The minutes of the meeting held October 20, 2015 were approved by consensus.

6. BUSINESS ARISING

A) POLICIES

Laura Vail thanked those who offered feedback and suggestions at the last meeting, and highlighted the resulting revisions in both policies.

a) E3001: Langara Scholarship Policy

The revisions add a separate definition for Students with Disabilities (for scholarship purposes) and a credit equivalency for Students with Disabilities in the scholarship criteria.

IT WAS MOVED by L Carter, seconded by L Dawson, that the revised *E3001: Langara Scholarship Policy* be approved by Education Council.

MOTION CARRIED

b) E3002: Bursary Policy

Revisions include addition of an appendix to identify an “appropriate professional” for verifying extenuating circumstances as described in the definitions, removal of a statement regarding the recipient’s minimum contribution to educational costs, and the added stipulation that bursaries “are not expected to be a student’s sole or major source of support.”

IT WAS MOVED by L Carter, seconded by R Semmens, that the revised *E3002: Bursary Policy* be approved by Education Council.

MOTION CARRIED

7. CURRICULUM

A) ENGLISH

a) New Field School

i) FSIE 1125 – Caribbean Field Studies

R Semmens read the course learning outcomes which had been changed from those presented in the agenda package. The proposed interdisciplinary field school would have students travel to the Caribbean to complete up to three university transfer courses from a variety of disciplines such as English, Geography, Biology, or Latin American Studies, as well as FSIE 1125, with a focus on social, cultural, political, environmental and geographical topics of the Caribbean.

IT WAS MOVED by R Semmens, seconded J Bradshaw that the new field school *Caribbean Field Studies: Land and People*, including the experiential course *FSIE 1125*, be approved by Education Council.

MOTION CARRIED

G Krause turned chair over to L Carter

B) COMPUTING SCIENCE & INFORMATION SYSTEMS

a) Course Changes

i) CPSC 1160 – Algorithms and Data Structures I

ii) CPSC 2190 – Theoretical Foundations of Computer Science

In both changes, Calculus I is added as an alternative method for satisfying the math requirements of the course. In addition, the outdated highschool math course is removed from the list of prerequisites.

IT WAS MOVED by G Krause, seconded S Bowers that the prerequisite revisions in *CPSC 1160 – Algorithms and Data Structures I* and *CPSC 2190 – Theoretical Foundations of Computer Science* be approved by Education Council.

MOTION CARRIED

L Carter returned the chair to G Krause.

C) LANGARA SCHOOL OF MANAGEMENT

a) Course Change

- i) BUSM 2450 – Business Planning

Students require basic business principles in order to be successful in this course. The proposed revision adds BUSM 1100 with a minimum “C” grade to the list of prerequisites.

IT WAS MOVED by J Bradshaw, seconded by J Bowers, that the prerequisite revision in *BUSM 2450 – Business Planning* be approved by Education Council.

MOTION CARRIED

D) APPLIED PLANNING

a) Discontinued Courses

- | | | |
|----------------|-----------------|------------------|
| i) APPL 1105 | viii) APPL 1210 | xv) APPL 2330 |
| ii) APPL 1205 | ix) APPL 2350 | xvi) APPL 2340 |
| iii) APPL 1305 | x) APPL 2305 | xvii) APPL 2410 |
| iv) APPL 1405 | xi) APPL 2405 | xviii) APPL 2440 |
| v) APPL 1110 | xii) APPL 2430 | xix) APPL 2460 |
| vi) APPL 1130 | xiii) APPL 2420 | |
| vii) APPL 2320 | xiv) APPL 2310 | |

These courses formed the curriculum of the Applied Urban and Rural Planning program which has been replaced by the Post Degree Diploma in Applied Planning, and are not suitable for the new credential. This proposal formally discontinues the old courses.

IT WAS MOVED by J Bowers, seconded by L Carter that the discontinuation of *APPL 1105, 1205, 1305, 1405, 1110, 1130, 2320, 1210, 2350, 2305, 2405, 2430, 2420, 2310, 2330, 2340, 2410, 2440* and *2460* be approved by Education Council.

MOTION CARRIED

E) CO-OP and CAREER DEVELOPMENT

J Bowers explained that all proposals presented stem from the change of code from COOP to EXPE in courses that do not meet the COOP criteria. Provincially, the name COOP is restricted to courses that include a 4 to 8 month work term that is followed by at least one semester of academic work.

a) Course Changes

- i) COOP 2300 – Employment Strategies for Current Labour Markets

COOP 2300 becomes *EXPE 2300*. Students will receive credit for one of BUSM 2300, COOP 2300 or EXPE 2300.

- ii) BUSM 4804 – Experiential Learning Work Term

BUSM 4804 becomes *EXPE 4814*, and the course title changes to *Work Experience Term – BUSM*. Prerequisite statement is revised to reflect new prerequisite course codes.

- iii) APPL 5410 – Experiential Learning Work Term

APPL 5410 becomes *EXPE 4824*, and the course title changes to *Work Experience Term – APPL*. Prerequisite statement is revised to reflect new prerequisite course codes.

b) Global Change

- i) COOP 4801, 4802, 4803 to EXPE 4801, 4802, 4803

The proposal would rename the courses as indicated. These courses are career skills training courses that prepare students for work experience, but do not actually include a work experience, and therefore do not meet the definition for COOP. The global change also renames prerequisites accordingly.

IT WAS MOVED by J Bowers, seconded by L Carter that course name changes described above be approved by Education Council.

MOTION CARRIED

c) Global Changes – Subject Codes

- i) Computing Science – ASc and Diploma
- ii) Bioinformatics – ASc and Diploma
- iii) LSM – Accounting Diploma, Financial Mgt Diploma, Business Mgt Diploma, Marketing Mgt Diploma, BBA (Accounting), BBA (Business Mgt), BBA (International Business), BBA (Marketing Mgt)
- iv) COOP 2301 and 2302 Prerequisites
- v) PDD in Applied Planning
- vi) PDD in Web and Mobile App
- vii) LSM PDDs – Business Administration and Marketing Mgt
- viii) COOP changing to EXPE not used for general grade requirements

These proposals change the names of the work experience course titles from COOP to EXPE in each program as indicated.

IT WAS MOVED by J Bowers, seconded by J Bradshaw that global course name changes described above be approved by Education Council.

MOTION CARRIED

F) WEB and MOBILE APP DESIGN and DEVELOPMENT

a) New Courses

- i) WMDD 4900 – Advanced Graphics Design
- ii) WMDD 4920 – Introduction to Databases
- iii) WMDD 4925 – Advanced User Experience Design
- iv) WMDD 4930 – Object-Oriented Design and Programming
- v) WMDD 4935 – Server-Side Scripting
- vi) WMDD 4960 – Business Strategies for Creative Technologists
- vii) WMDD 4980 – Project 2
- viii) WMDD 4990 – Industry Topics I

T Tanaka highlighted features of each new course, created for the third term of the *Post-Degree Diploma in Web and Mobile App Design and Development*, first introduced to Education Council in March 2015. These courses would be offered starting in the 201620 semester.

IT WAS MOVED by T Tanaka, seconded by J Longo, that the new courses *WMDD 4900, 4920, 4925, 4930, 4935, 4960, 4980 and 4990* be approved by Education Council.

MOTION CARRIED

8. OTHER BUSINESS

A) New Program Development Process

J Longo delivered a presentation on the new process and toolkit created to assist departments in the development of new programs. A discussion was held regarding the consultation process and budgeting.

This information will be shared with faculty and the college community.

9. ADJOURNMENT

The meeting was adjourned at 1406 hours.