

**EDUCATION COUNCIL  
MINUTES OF THE MEETING HELD ON  
Tuesday, December 9, 2003 in Room B201**

**Membership:**

Antonella Alves  
Linda Arnold  
Eric Ball  
Lynn Carter  
Laura Cullen  
Martin Gerson (Vice Chair)

Linda Holmes (a)  
Marg Heldman  
Terry Kornutiak  
Gerda Krause  
Judith Neamtan (non-voting)  
Pam Novak-Cawley (Chair)

Lisa Randell  
Therese Paradis  
Brian Pendleton  
Roger Semmens  
Dennis Steeves

Mona Chan (notes)  
Amy Kwan (notes)

Student Representatives:  
Dee Dahl  
Rahul Aggarwal (a)

Copy of minutes to be sent to: Doug Soo, Shirley Kamerling-Roberts

**1. CALL TO ORDER**

The meeting was called to order at 1310 hours.

**2. APPROVAL OF AGENDA**

The following items are to be added to 9. Other Business

- Changing the October 19<sup>th</sup> and November 12<sup>th</sup> EdCo Meeting dates
- Adding the TWE score to our TOEFL requirements for International Education Students

**MOTION:** That the agenda be approved with the above additions

**Moved** by L. Carter/Seconded by R. Semmens  
**CARRIED UNANIMOUSLY**

**3. APPROVAL OF THE PREVIOUS MINUTES AND BUSINESS ARISING**

On Page 3, 4c) CHEMISTRY

“CHEM 1220 and one of MATH 1171, 1173 and 1183, 1174, 1253” is to be changed to:

“CHEM 1220 and one of the following: MATH 1171, 1174, 1253, or the combination of 1173 and 1183. MATH 1271 or the combination of MATH 1173 and 1183 is recommended.”

It was also noted that MATH 1279 was erroneously listed in the existing calendar description. The correct course number is MATH 1273.

On Page 6, 4h) NURSING,

ENGLISH	- English 12* - minimum "A" or LET 5 or LPI 5 or 6
is to be listed as follows:	
ENGLISH	- English 12* - minimum "A"
	- Or LET 5
	- Or LPI 5 or 6
	...

**MOTION:** That the minutes of November 18, 2003 be approved with the above changes.

**Moved** by R. Semmens/Seconded by L. Carter  
**CARRIED UNANIMOUSLY**

**4. CURRICULUM**

**4a) HISTORY**

Minor Course Revision

i) HIST 1190 – Greece: from Homer to Socialism

The History department proposed changing the course title from Greece: from Homer to Socialism to Greece: History and Monuments.

The proposed change to the course title will accurately reflect the content of the field school.

**MOTION:** That this minor course revision be approved as recommended.

**Moved** by B. Pendleton/Seconded by L. Cullen  
**CARRIED UNANIMOUSLY**

P. Novak Cawley suggested moving 8. FOR INFORMATION - CCAP 1113 for international students forward.

**8. FOR INFORMATION**

**• CCAP 1113 for International Students**

L. Cullen introduced C. Nobles, coordinator of the CCAP program to present this item.

C. Nobles advised that CCAP is piloting a condensed CCAP 1113 course to incoming international students in the summer and fall semesters in 2004. International students are strongly encouraged to take this course. This compressed regular CCAP 1113 course will be taught in a 3-week segment, commencing in April and August, and is especially for the new international students coming from overseas. These students normally arrive 4 weeks before their semester commence, they will be attending orientation, registering in their normal registration time and will start this course the following week.

P. Novak Cawley turned the chair to M. Gerson while she presented the following:

## **5. PROGRAM REVIEW – Human Performance**

P. Novak Cawley presented the program review for the Human Performance department. A document detailing this program review was distributed with the agenda package.

**MOTION:** That this program review be forwarded to the College Board

**Moved** by P. Novak Cawley/Seconded by L. Cullen  
**CARRIED UNANIMOUSLY**

The chair was turned back to P. Novak Cawley. As D. McHardy and P. Norwood were to arrive at 1:40 pm to present item 6, item 7 was moved forward.

## **7. APPLIED DEGREE DEVELOPMENT PROCESS**

M. Gerson spoke to this topic. Concerns were expressed at the September 24<sup>th</sup> Chairs lunch workshop about the amount of work involved prior to step 2 as described in the previous draft. M. Gerson then referred to Draft 3 of the Applied Degree development process, which was distributed with the agenda package, incorporating the changes suggested at that lunch meeting.

Addressing the concerns, the proposed changes (in italics) were made:

- Ministry Step 3 – Full Program proposal submitted to *Degree Quality Assessment Board (DQAB)* for approval.
- Internal Procedure
  - Step 1 – “... puts together a draft *framework for an Executive Summary...*”
  - Step 1 – “Departments should consult with advisory committee, *division Chair, and dean* in developing this proposal.”
  - Step 2 – Criteria regarding factors internal to the College:
    - second bullet point – *initial indications* of cost of deliveryCriteria regarding factors external to the College
    - first bullet point – *initial indications of labour market needs/trends*, including international portability
    - fourth bullet point – *initial indications of student demand with description of how such demand may be confirmed...*
- New Step 3 – *Dean takes DDC priorities to Executive for approval in principle. Depending on work required at step 4, some resources from Strategic Development Fund may be made available at this point.*

This 2-page document captures a 13-step process to be followed for the approval of the new Applied Degree programs and it matches with the Ministry’s process. Discussion followed.

**MOTION:** That the Applied Degree development process be approved as recommended.

**Moved** by M. Gerson/Seconded by L. Cullen  
**CARRIED UNANIMOUSLY**

**6. C.S.**

- **Real Estate Analysis Certificate Program**
- **Professional Accounting Certificate Program**

D. McHardy presented these two new certificate programs to Education Council for information. P. Norwood also attended the meeting to answer questions from members relating to the Professional Accounting Certificate Program. A very detailed proposal for each of these programs were distributed with the agenda package, describing the:

- Purpose of the Program
- Program Goals
- Program of Study
- Learning Objectives
- Unique Qualities
- Target Market
- Entrance and Completion Requirements
- Evidence of Need
- Evaluation
- Program Review
- Staffing
- Advisory Committee
- Budget

**8. FOR INFORMATION (cont'd)**

- **Dietetic Canadian Experience Program (DCEPE)**

L. Cullen spoke to this topic. She updated members on the Dietetic Canadian Experience Program (CEP). The Community, Aboriginal and Women's Services Ministry agreed to fund a pilot project, in conjunction with Langara College and the British Columbia Dietitians and Nutritionist Association (BCDNA), to develop a program that would provide the practical training necessary for foreign-trained dietitians to be eligible to register with the provincial regulatory body and practice dietetics in Canada. There are two phases for this program.

The initial proposed start up for phase two was September 2003 but while Langara was ready to go, some difficulties were encountered with respect to the provincial regulatory body and the actual number of candidates eligible to complete the practical experience. The proposed start for the first DCEP intake is now scheduled for mid-February 2004.

The goal is to offer both phases on a cost recovery basis, on the longer term, if both phases of the pilot are successful; the plan is to integrate the DCEP program on a more permanent basis into the Coop Department. It was noted that this pilot project is the only one in Canada at the present time, to be developed on a cost recovery basis.

## **9. OTHER BUSINESS**

- **Adding the TWE score to our TOEFL requirements for International Education students**

The following is a recommendation for approval from the Arts & Science Admissions Review Committee:

“Addition of the TWE score to our TOEFL requirements for International Education Students.

The Test of Written English (TWE) portion of Test of English as a Foreign Language (TOEFL) will be included in the TOEFL requirements for international education students. IE students using the TOEFL to meet Langara’s English language proficiency requirement for admission must now have a TOEFL score of 4 on the TWE portion of the test and 550 or higher on the paper-based test, or 213 or higher on the computer-based test.

Acceptance of a score of 60 overall and 60 in the writing portion of the Canadian Academic English Language Assessment (CAELA) test to meet Langara’s English language proficiency requirement for IE students.”

It was noted that the above requirements are in addition to the existing requirements. Discussion followed.

**MOTION:** That the addition of the TWE score to the TOEFL requirements for Langara international education students be approved as recommended.

**Moved** by T. Paradis/Seconded by L. Arnold  
**CARRIED UNANIMOUSLY**

- **Changing the Education Council meeting dates for October and November, 2004**

To comply with the yearly submission deadlines of the Registration Guide (October 15th) and Calendar (November 15th), it was agreed that the originally scheduled October 19<sup>th</sup> and November 16<sup>th</sup> Education Council meetings be moved to October 12<sup>th</sup> and November 9<sup>th</sup>.

The revised list of the 2004 Education Council meeting dates will be distributed to members with the approved minutes of meeting dated November 18.

There being no other business, the meeting was adjourned at 1415 hours.