

EDUCATION COUNCIL
MINUTES OF THE MEETING HELD ON
Tuesday, December 15, 2020 at 13:00
via videoconference

Attendees:

Darren Bernaerdt (Chair)	<i>Amanjot Kaur (a)</i>	<i>Udesh Sharma (a)</i>
Jim Bowers	<i>Harkhushdeep Kaur (a)</i>	Jan Smith*
Patricia Cia	Tasneem Khan	Lane Trotter*
Arnie Clark*	Gerda Krause	Shubhankar Vakde
Sandra Enns	Carmen Larsen	Yusuf Varachia
Nora Franzova	Tanya Lewis	Ryan Vernon*
<i>Marianne Gianacopoulos (a)</i>	Tess MacMillan (Vice-Chair)	Sunita Wiebe*
Margaret Heldman	Ben Park	Peter Warren*
	Wanda Pierson	<i>Lulin Zheng (a)</i>

Regrets: M Gianacopoulos, H Kaur, Lulin Zheng

Minutes: Susan Smith

Guests: Laura Cullen, Paula Obedkoff, Pablo Vargas, Erin Wilkins

*non-voting
(a) *absent*

1. CALL TO ORDER / WELCOME

D Bernaerdt called the meeting to order at 1:01 p.m. and declared the presence of a quorum. Guest attendees were welcomed.

2. MUSQUEAM LAND ACKNOWLEDGEMENT

D Bernaerdt acknowledged that this virtual meeting was hosted on the unceded traditional territory of the Musqueam First Nation, who have given Langara College the name snəwəyəʔl leləm, *house of teachings*.

3. APPROVAL OF AGENDA

IT WAS MOVED by W Pierson, N Franzova that the agenda be approved with the addition of

9. A) Discussion on extension of 202110 semester start date

with other agenda items renumbered accordingly.

MOTION CARRIED

4. DISCLOSURE OF CONFLICT OF INTEREST

In accordance with the Education Council bylaws (Sec.5), Council members were provided an opportunity to declare a conflict of interest related to any item on the meeting agenda. No conflict was declared by any member in attendance.

5. APPROVAL OF MINUTES

IT WAS MOVED by N Franzova, seconded by P Cia that the minutes of the meeting of November 17, 2020 be approved.

MOTION CARRIED

6. NEW BUSINESS

A) FULL PROGRAM PROPOSAL: Bachelor of Recreation Management

J Bowers presented the FPP document with the explanation that while the BRM was first approved by the Ministry in 2008, subsequent changes such as a first-year entry option and the addition of a co-op stream also require the Ministry's approval. The Degree Quality Assessment Board has acknowledged that Langara has acted in good faith, but has requested that the College provide a new FPP that incorporates all revisions, which must be approved before any new admissions intake can be accepted into the program.

IT WAS MOVED by J Bowers, seconded by N Franzova, that the Full Program Proposal for the *Bachelor of Recreation Management* be approved in principle by Education Council.

MOTION CARRIED

7. CURRICULUM

A) RECREATION STUDIES

J Bowers presented the package of proposed revisions in which the Recreation Studies Department has updated admission requirements, calendar descriptions, program learning outcomes and course learning outcomes as a result of an external review and self-study report completed as part of a Spring 2020 program review. As the Diploma program is a pathway to the BRM, all changes are presented for consideration pending approval of the Full Program Proposal (above) by the Degree Quality Assessment Board.

a) Program Changes

- i) Diploma in Recreation Leadership

The proposed revision will update and add new program learning outcomes.

IT WAS MOVED by J Bowers, seconded by W Pierson, that the revised program learning outcomes for the *Diploma in Recreation Leadership* be approved in principle by Education Council.

MOTION CARRIED

- ii) Bachelor in Recreation Management

In this proposal, admission requirements are updated, and MARK 2100 is replaced with MARK 3150 in the program curriculum. A transition plan has been created for any affected students.

IT WAS MOVED by J Bowers, seconded by T Lewis, that the revised admission requirements and curriculum in the *Bachelor of Recreation Management* be approved in principle by Education Council.

MOTION CARRIED

b) Course Changes

- i) RECR 1160 - Foundations of Leisure and Recreation
- ii) RECR 1162 - Direct Leadership in recreation

- iii) RECR 1166 - Valuing Diversity in Leadership
- iv) RECR 1168 - Recreation Program Planning
- v) RECR 1170 - Introduction to Recreation Facilities and Environ.
- vi) RECR 1270 - Applied Skills in Recreation Operations
- vii) RECR 2260 - The Arts and Heritage in Recreation
- viii) RECR 2288 - Personal Portfolio Development and Seminar
- ix) RECR 2361 - Applied Leadership in Recreation Organizations
- x) RECR 2388 - Internship Orientation and Portfolio Development
- xi) RECR 2395 - Recreation and Aging
- xii) RECR 2470 - Recreation Issues and Trends
- xiii) RECR 2487 - Recreation Internship
- xiv) RECR 2497 - Diploma Reflective Practicum in the Workplace
- xv) RECR 3120 - Promoting Wellness Within Communities
- xvi) RECR 3160 - Leisure Theory and Applications
- xvii) RECR 3200 - Management of Community Events and Festivals
- xviii) RECR 3230 - Leadership and Management in Community Recr.
- xix) RECR 3260 - Managing Cultural Programming in the Community
- xx) RECR 4150 - Community Recreation Systems
- xxi) RECR 4160 - Professionals in Recreation Management
- xxii) RECR 4270 - Management of Recreation Facility Systems
- xxiii) RECR 4400 - Applied Major Project

Proposed revisions update calendar descriptions and learning outcomes, and registration restrictions are revised or added (Program Restriction - Bachelor of Recreation Management, Diploma of Recreation Leadership) in all courses except RECR 2395. In RECR 4160 and RECR 4400, the prerequisites are also revised.

IT WAS MOVED by J Bowers, seconded by W Pierson, that the proposed revisions in *RECR 1160, RECR 1162, RECR 1166, RECR 1168, RECR 1170, RECR 1270, RECR 2260, RECR 2288, RECR 2361, RECR 2388, RECR 2395, RECR 2470, RECR 2487, RECR 2497, RECR 3120, RECR 3160, RECR 3200, RECR 3230, RECR 3260, RECR 4150, RECR 4160, RECR 4270, and RECR 4400* be approved in principle by Education Council.

MOTION CARRIED

D Bernaerdt turned the chair over to T MacMillan.

B) WEB & MOBILE APP & DESIGN

a) Global Change

- i) Addition of CMNS 4800 to WMDD Curriculum

The proposal adds the new course *CMNS 4800 – Communications for Technical Professionals* as an alternative to the existing Communications course *CMNS 4860 – Communications for Web and Mobile Designers* in all four streams of the program.

IT WAS MOVED by D Bernaerdt, seconded by T Lewis, that Education Council approve the proposal to add *CMNS 4800 – Communications for Technical Professionals* as an alternative to *CMNS 4860* in each of the *Post-Degree Diploma in Web and Mobile App Designer Stream, Post-Degree Diploma in Web and Mobile App Designer Stream (Work Experience), Post-Degree Diploma in Web and Mobile App Developer Stream, and Post-Degree Diploma in Web and Mobile App Developer Stream (Work Experience)*.

MOTION CARRIED

T MacMillan returned the chair to D Bernaerdt.

C) DATA ANALYTICS

a) Program Changes

- i) PDD in Data Analytics
- ii) PDD in Data Analytics (Work Experience)

Curriculum adjustments are proposed to allow students to gain more technical knowledge prior to the Capstone Project in Term 4. The course progression which is currently listed according to term will be replaced with a single list of all required courses, and the new course *CMNS 4800 – Communications for Technical Professionals* is added to the curriculum.

The proposals also add a graduation requirement of a *minimum program GPA of 2.33 with no grade less than “C” in any required course.*

IT WAS MOVED by N Franzova, seconded by W Pierson, that the proposed changes in curriculum and graduation requirements for the *Post Degree Diploma in Data Analytics* and the *Post Degree Diploma in Data Analytics (Work Experience)* be approved by Education Council.

MOTION CARRIED

b) Course Changes

- i) DANA 4830 – Dimension Reduction & Classification I
- ii) DANA 4840 – Classification II
- iii) DANA 4850 – Capstone Project
- iv) CPSC 4830 – Data Mining for Data Analytics

In each course, prerequisites are adjusted to correspond to the above revisions in the PDD in Data Analytics program. In DANA 4850, the revision includes removal of corequisites.

IT WAS MOVED by N Franzova, seconded by G Krause, that the revised prerequisites in *DANA 4830, DANA 4840, DANA 4850, and CPSC 4830*, and the removal of corequisites in *DANA 4850*, be approved by Education Council.

MOTION CARRIED

8. CONTINUING STUDIES

A) FOR APPROVAL

a) Program Revisions

- i) Continuing Studies Diploma in Advanced 3D Animation
- ii) Continuing Studies Diploma in Advanced Game Design
- iii) Continuing Studies Diploma in Advanced Game Technology
- iv) Continuing Studies Diploma in Advanced Visual Effects

b) Supporting Email re Financial Aid Eligibility

P Vargas explained that in each proposal, the revisions adjust the schedule, semester breaks and admission requirements for the purpose of establishing financial aid eligibility. Content and hours remain unchanged, at 1855 hours for each 2-year program. All four diplomas use licensed curriculum that has been shaped by experienced instructors and academic advisors from within each relevant industry, and are designed for students with established foundations in their area of study

IT WAS MOVED by P Cia, seconded N Franzova, that the revised *Continuing Studies Diplomas in Advanced 3D Animation, Advanced Game Design, Advanced Game Technology and Advanced Visual Effects* be approved by Education Council.

MOTION CARRIED

c) Memorandum: Full Time Definition for CS Student Status

J Smith and P Vargas presented a memorandum which provides a definition of full-time for Continuing Studies students as meeting the following conditions: *Be enrolled in a full time program; and be enrolled in a minimum of 12 hours of instruction per week over 12 weeks. A full-time program is defined as a minimum of 12 hours of instruction per week over at least 12 weeks of instruction per semester, including the exam period and lab work. Programs of shorter duration will be considered part-time programs. Full time student status for student loan purposes will remain at a minimum of 20 hours of instruction per week for a minimum of 12 weeks. Other conditions will apply to maintain Program loan eligibility and consultation with Financial Aid will be required. The effective date of implementation is Fall 2021.*

IT WAS MOVED by P Cia, seconded by W Pierson, that the proposed *Full Time Definition for Continuing Studies Student Status* be approved by Education Council.

MOTION CARRIED

9. OTHER BUSINESS

A) Extension of 202110 semester start date

T Lewis asked Council to consider that other institutions have delayed the January 2021 semester start date for compassionate and pragmatic reasons, and that changing Langara’s start date to January 11 would provide much needed relief to faculty. A discussion took place in which the following key points were noted:

- This proposal had been brought to the Deans, Directors and Division Chairs for discussion, but a motion was not made to forward a recommendation to EdCo.
- Education Council approves the academic date schedule, on advice of Registrar and Enrolment Services. Any change to these dates would likewise require EdCo’s approval, with the support of DDDC.
- J Smith presented two options for a January 11 start date, which highlighted the ripple effect on other dates that effect students and instructors. Because start/end dates, exam dates etc, cannot be changed in Banner, any changes would need to be communicated to students via their instructors, which could cause confusion. Registration, waitlist and drop dates would need to be rescheduled, and the exam period would take place over a shorter period, with potential effects on student workload, exam conflicts, and instructor grading time.
- Courses currently delivering face-to-face instruction could face impacts on class time. The Nursing program is particularly vulnerable to changes in scheduling around clinical sessions and evaluations which already operate in a compressed timeframe.
- Industry partners could be unfairly burdened if practicum placements needed to be rescheduled.
- Some students may appreciate a longer break, but others rely on school to relieve the isolation required by current public health orders.
- Changing dates would increase workload over the holiday break for Registrar and Enrolment Services.

T Lewis suggested that a supportive response from Senior Leadership could help to alleviate concerns faced by faculty.

B) ALL FACULTIES

a) Global Change

- i) Enforcing no course numbered 4799 or lower for substitution for PDD programs

The proposal adds a note for all regular studies post degree diploma and certificate programs that states “Regular Studies courses numbered 4799 or lower may not be substituted into this program for graduation purposes.” It was noted that PDD program students who have failed courses have sometimes been allowed to cross-list into Regular Studies courses, numbered 4799 or lower, that departmental advisors have deemed equivalent to the PDD course that was failed, and prior to seeking approval of the Graduation Adjudication Committee (GAC). Regular Studies courses numbered 4799 or lower were never intended to be used for graduation purposes in a PDD program as doing so undermines the intention and efficacy of these programs. If a PDD student fails a course they are required to repeat the course the next time it is scheduled. This change is effective for the 202120 semester.

IT WAS MOVED by T Lewis, seconded by N Franzova, that the global change to allow no course numbered 4799 or lower to be substituted for PDD courses be approved by Education Council.

MOTION CARRIED

10. Prior Learning Assessment and Recognition (PLAR)

a) Memorandum: Grandfathering courses for PLAR

L Cullen explained that while Langara's revised *Policy E2004: Prior Learning Assessment and Recognition (PLAR)* takes effect January 1, 2021, a number of courses have already offered PLAR for some years and will require time to conform to the new policy, which requires that any department that wishes to have specific courses eligible for PLAR must submit a course change to Education Council in order to have their PLAR eligibility noted on the Sample Course Outline.

IT WAS MOVED by T Lewis, seconded by W Pierson, that Education Council approve the proposal to permit the following courses to be eligible for PLAR until December 31, 2022: *BUSM 3000, ECED 1214, ECED 1329, FSRV 1219, FSRV 1113, FSRV 2429, FSRV 2529, FSRV 3114, FSRV 3214, LIBR 1111, LIBR 1118, LIBR 1219, LIBR 2315, LIBR 2418, LIBR 2419, RECR 1170, RECR 1270*. While the courses will be eligible for PLAR until the end of 2022, in order to facilitate transition to the new process in a timely fashion, the impacted departments are expected to submit course changes to EDCO seeking PLAR eligibility status on or before December 2021.

MOTION CARRIED

b) PLAR Policy E2004: Procedures

c) PLAR Process Flow Diagram

These two items were presented for information, and are also available with the related policy on the website.

IT WAS MOVED by W Pierson, seconded by T Lewis, that the *Procedures for Policy E2004* and the *PLAR Process Flow Diagram* be received by Education Council for information.

MOTION CARRIED

11. Curriculum Review Committee (CRC) – Standing Committee of EdCo

a) Terms of Reference

b) EdCo Proposal Classification

c) Election Procedures

d) Skills and Attributes

D Bernaerdt delivered a presentation to Council to provide an overview of the proposed *Curriculum Review Committee (CRC)* as a subcommittee of Education Council. He noted that while the current process for approval of curriculum involves review by the Deans, Directors and Division Chairs (DDDC), that group is not an official standing committee of Education Council. A survey has shown that at other BC colleges, curriculum review is managed through a separate curriculum review committee which reports directly to the institution's Education Council.

A task force had been struck to make recommendations for implementing a similar committee and process at Langara, which through substantial work and consultation has resulted in the current proposal. The CRC is designed as a standing committee of Langara's Education Council, charged with ensuring curriculum development and renewal are consistent with the College's academic quality standards, Strategic and Academic Plans, approved processes, and undertaken in full compliance with educational policies and legislative requirements of the College & Institute Act. Curriculum proposals will be categorized by the CRC and presented to Education Council separately according to category. CRC membership structure is intended to be diverse with emphasis on competency in curriculum development. All members are elected or appointed for a two year term. The Education Council Chair will be an ex-officio member, and administrative support will be provided by the Education Council Secretary. Proponents may be invited to attend CRC meetings as subject experts, when appropriate. Academic Policies will continue to be reviewed by DDDC prior to submission to Education Council.

IT WAS MOVED by D Bernaerdt, seconded by G Krause, that the new *Curriculum Review Committee (CRC)* as described in its *Terms of Reference* be approved by Education Council, and that the documents entitled *Education Council Proposal Classification, Procedures for Election to the Langara College Curriculum Review Committee* and *Desirable Skills and Attributes of Curriculum Review Committee Members* be received for information.

During discussion, concern was raised regarding the proposed committee membership and the possibility of the CRC acting as gatekeeper for curriculum development. In response it was noted that the existing process also requires vetting of proposals, and that the proposal is intended to improve the existing process through the creation of the CRC whose function is to provide support and guidance for facilitating curriculum development.

MOTION CARRIED
(10 in favour, 1 against, 1 abstention)

T MacMillan returned the chair to D Bernaerdt.

12. Memorandum: Temporary Adjustment to Final Exam Weight for the Spring and Summer 2021 Terms

The memorandum extends the adjustment previously approved for the Summer and Fall 2020 to Spring and Summer 2021, which permits faculty to reduce the emphasis on the final exam grade in the evaluation schemes of particular courses. This allows grading to be redistributed among all assessments, and the weighting of a final exam previously approved to have a higher value than the normal 20-35% range can be lowered, as long as the lowered weight falls within the normal range. The exam status of any course will not be changed. Any changes in exam weighting must be made with departmental agreement and consultation with articulation committees or regulatory bodies, and be in accordance with Langara's course outline policy. Students must be informed at the beginning of the course, before any evaluation has taken place.

IT WAS MOVED by N Franzova, seconded by J Bowers, that the temporary adjustment to final exam weight for the Spring and Summer 2021 terms be approved by Education Council.

MOTION CARRIED

13. Academic Governance Council Report – Fall 2020

D Bernaerdt reported on the meeting of the Academic Governance Council held via teleconference on November 18, 2020. Attendance was strong, and discussion was focused on the following themes:

COVID-19 Response - Communication, enrolment, and expedited approvals have been a challenge. Some colleges have developed a process to fast-track approvals. College of the Rockies reports improved communication via their President's weekly video updates. Enrolment is down for many institutions. VCC and Okanagan College both used faculty mentors during the fall semester to great success. Considerable resources are being dedicated to support faculty with online delivery. Information is critical to support operations and decision making.

Curriculum Software - Five colleges are in the final phases (or have completed) their curriculum software implementation. Feedback included much shorter meetings and better access to relevant information during curriculum review. College of the Rockies will be implementing software next year. Langara will be amongst the last of the colleges in BC to implement curriculum software.

Micro-credentials - Interest is starting at a number of colleges. This is leading to discussions on EdCo's role, coming to agreement on what a micro-credential is, and the need to explore from a marketing perspective.

IT WAS MOVED by N Franzova, seconded by P Cia, that the November 2020 report of the *Academic Governance Council* be received by Education Council for information.

MOTION CARRIED

14. Standing Committees Renewal

D Bernaerdt advised Council that membership terms on both the *Program Review Committee* and *Graduation Advisory Committee* have been renewed as follows:

PRC

- Bryan Breguet
- Wayne Henry
- Nathan Jones
- Kim Macfarlane
- Adrienne Petersohn
- Tess MacMillan (Chair)

GAC

- Darren Bernaerdt
- Jim Bowers
- Laura Cullen
- Nora Franzova
- Marianne Gianacopoulos
- Tess MacMillan
- Robin Macqueen
- Wanda Pierson

15. ADJOURNMENT

The meeting was adjourned by consensus at 2:54 p.m.