

**EDUCATION COUNCIL
MINUTES OF THE MEETING HELD ON
Tuesday, May 17, 2005 in Room B201**

Membership:

Antonella Alves
Linda Arnold
Lynn Carter
Laura Cullen (Chair)
Penny Gallagher
Martin Gerson
Marg Heldman (Vice Chair)

Linda Holmes (a)
Jim Hooton
Terry Kornutiak
Gerda Krause
Wendy Low
Peter Norwood
Ken Pawlak

Brian Pendleton (a)
Lisa Randell
Roger Semmens
Joyce Wong

Guests:

Gary Kennedy
Fred Parvaz
Diana Sly
Nalin Wijesinghe

Student Representatives:

Hannah Bhimji (a)
Rita Bisla (a)
Max Hilland (a)
Jason Raycraft (a)

Amy Kwan (notes)

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

1. CALL TO ORDER

The meeting was called to order at 1305 hours.

L. Cullen welcomed G. Kennedy, D. Sly, F. Parvaz and N. Wijesinghe to the meeting.

2. APPROVAL OF AGENDA

MOTION: That the agenda be adopted with the deletion of Item 3: Introduction.

Moved by L. Arnold/Seconded by M. Gerson
CARRIED UNANIMOUSLY

3. APPROVAL OF THE PREVIOUS MINUTES AND BUSINESS ARISING

MOTION: That the minutes of the Education Council meeting held on April 19, 2005 be approved as circulated.

Moved by L. Arnold/Seconded by M. Heldman
CARRIED UNANIMOUSLY

4. CURRICULUM

4a) COMPUTING SCIENCE & INFORMATION SYSTEMS

Program Revision

- i) **Associate of Science Degree**
(Area of Concentration: Computer Science) or (Area of Concentration: Computer Science, Cooperative Education)

M. Heldman spoke to this topic. She introduced F. Parvaz, Chair of the Computing Science and Information Systems department, and N. Wijesinghe, Coordinator for Academic Affairs (CSIS department), who have worked hard to bring the new programs forward for the Council's consideration. The process began in December 2003 with the formation of the Computer Studies Strategic Planning Committee. The first CSIS advisory committee meeting was held last week.

Referencing p. 9 to 14 of the agenda package, M. Heldman indicated that the existing Associate of Science Degree has been revised to offer students the option to choose either the regular stream (with a concentration in Computer Science) or the co-op stream (with a concentration in Computer Science). This is the first university transfer co-op Associate of Science Degree at the College. Students undertaking to study for this credential will be able to smoothly transfer to UBC, SFU or UVic.

MOTION: That this program revision be approved as recommended.

Moved by M. Heldman/Seconded by M. Gerson
CARRIED UNANIMOUSLY

- ii) **Management Information Systems Diploma and Management Information Systems Co-op Diploma**

New Course Proposal

- iii) CPSC 1030 - Essential Web Applications
- iv) CPSC 1040 - Introduction to Programming
- v) CPSC 1300 - Systems Analysis & Design
- vi) CPSC 1310 - Business Systems
- vii) CPSC 1410 - Fundamentals of Microcomputers
- viii) CPSC 1480 - Networking
- ix) CSIS 2500 - Management Information Systems

Change to Course Prerequisites

- x) CPSC 1220 – Database Application Development
- xi) CPSC 2261 - Technologies of the World Wide Web
- xii) CPSC 2301 – Software Engineering

Minor Course Revision

- xiii) CPSC 2301 – Software Engineering

4a) COMPUTING SCIENCE & INFORMATION SYSTEMS (cont'd)

M. Heldman presented the Management Information Systems (MIS) Diploma as a package referencing p. 15 to 72 of the agenda package.

The MIS Diploma is a two-year diploma program offering a co-op option with two work terms. This is a business focused program, the result of feedback gathered from an employer survey and student focus groups. Both these initiatives identified the need to prepare graduates for the job market and include preparation of soft skills. The seven proposed courses outlined on p. 23 to 64 are required courses in the MIS Diploma, including four computing science & information courses, and three computer science courses. The change to course prerequisites and the minor course revision, as described on p. 65 to 72, were also presented for approval at this meeting.

L. Arnold suggested this would be an appropriate opportunity to acknowledge the diligence and significant commitment of the faculty members in the Computing Science and Information Systems department in putting together these program proposals for consideration by Education Council.

MOTION: That the Management Information Systems Diploma and its curriculum changes, which were presented as a package, be approved as recommended.

Moved by M. Heldman/Seconded by L. Arnold
CARRIED UNANIMOUSLY

4b) DISPLAY & DESIGN **Program Revision**

i) Display + Design

Discontinued Courses Request

- ii) **DDSN 1118 – Visual Communication I**
- iii) **DDSN 1128 – 3D Design I – Retail**
- iv) **DDSN 1138 – Interior Design I**
- v) **DDSN 1218 – Visual Communications II**
- vi) **DDSN 1228 – 3D Design II – Retail**
- vii) **DDSN 1238 – Interior Design II**
- viii) **DDSN 2318 – Visual Communications III – Intro to Technology**
- ix) **DDSN 2328 – 3D Design III – Exhibit**
- x) **DDSN 2338 – Interior Design III**
- xi) **DDSN 2418 – Visual Communications IV**
- xii) **DDSN 2428 – 3D Design IV – Special Events**
- xiii) **DDSN 2438 – Interior Design IV - Vectorworks**

4b) DISPLAY & DESIGN (cont'd)

New Course Proposal

- xiv) **DDSN 1111 – Visual Communications I**
- xv) **DDSN 1112 – Visual Communications I: Studio Skills**
- xvi) **DDSN 1121 – 3D Design I: Retail**
- xvii) **DDSN 1122 – 3D Design I: Studio Skills**
- xviii) **DDSN 1131 – Interiors I**
- xix) **DDSN 1132 – Interiors I: Studio Skills**
- xx) **DDSN 1141 – Studio Synthesis I**
- xxi) **DDSN 1211 – Visual Communications II**
- xxii) **DDSN 1212 - Visual Communicatios II: Studio Skills**
- xxiii) **DDSN 1221 – 3D Design II: Retail**
- xxiv) **DDSN 1222 – 3D Design: Studio Skills**
- xxv) **DDSN 1231 – Interiors II**
- xxvi) **DDSN 1232 – Interiors II: Studio Skills**
- xxvii) **DDSN 1241 – Studio Synthesis II**
- xxviii) **DDSN 2111 – Visual Communications III: Intro to Technology**
- xxix) **DDSN 2112 – Visual Communication III: Studio Skills**
- xxx) **DDSN 2121 – 3D Design III: Exhibit**
- xxxii) **DDSN 2122 – 3D Design III: Studio Skills**
- xxxii) **DDSN 2131 – Interiors III**
- xxxiii) **DDSN 2132 – Interiors III: Studio Skills**
- xxxiv) **DDSN 2211 – Visual Communication IV**
- xxxv) **DDSN 2212 – Visual Communications IV: Studio Skills**
- xxxvi) **DDSN 2221 – 3D Design IV: Special Events**
- xxxvii) **DDSN 2222 – 3D Design IV: Studio Skills**
- xxxviii) **DDSN 2231 – Interiors IV – Vectorworks**
- xxxix) **DDSN 2232 – Interiors IV: Studio Skills**
- xl) **DDSN 2241 – Special Projects**

K. Pawlak presented the program revision along with the discontinued course requests and new course proposals as a package. G. Kennedy and D. Sly attended the meeting to answer any questions that might arise.

The Display + Design department proposed dividing each core course into a two-credit theory course and a one-credit studio course as outlined on p. 77 of the agenda package. A similar pattern will apply to all four terms in the program. It was further suggested that MARK 2350 in Term 3 be switched to Term 4; and BUSM 1115 in Term 4 be switched to Term 3. The renumbering of the courses in consultation with the Registrar's office was required.

MOTION: That this program revision be approved by Education Council with the change to move MARK 2350 to Term 4 and to move BUSM 1115 to Term 3, and subject to course renumbering in consultation with the Registrar's office.

Moved by K. Pawlak/Seconded by L. Arnold
CARRIED UNANIMOUSLY

5c) INTERDISCIPLINARY STUDIES

Minor Course Revision

- i) **CLST 1110 – Introduction to Greek Civilization**
- ii) **CLST 1120 – Introduction To Roman Civilization**

R. Semmens presented the minor course revisions as a package. The Interdisciplinary Studies department proposed changing the calendar description for both courses CLST 1110 and CLST 1120 from “historical, literary, political and artistic contribution” to “History and Society, Literature, Philosophy, Art & Archaeology.” It was noted that the changes will be implemented for the fall semester in 2005.

MOTION: That the minor course revisions be approved as recommended.

Moved by R. Semmens/Seconded by L. Arnold
CARRIED UNANIMOUSLY

New Course Proposals

- iii) **CLST 2230 – Alexander & the Hellenistic World**
- iv) **CLST 2276 – Greek & Roman Art & Archaeology**

The Interdisciplinary Studies department proposed adding two second-year level courses – CLST 2230 (Alexander & the Hellenistic World) and CLST 2276 (Greek & Roman Art & Archaeology). The new courses were presented for consideration by Education Council for implementation in January 2006.

MOTION: That the new courses, CLST 2230 and CLST 2276, be approved as recommended.

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

5d) MATHEMATICS & STATISTICS

New Course Proposal

- i) **STAT 3223 – Intermediate Quantitative Methods**

M. Heldman presented this new course proposal. STAT 3223 was developed to satisfy the course requirements for the proposed Bachelor of Business Administration Degree. The Mathematics and Statistics department would like to offer this course in January 2006 as there are qualified students wanting to complete this course for their accounting credential.

MOTION: That the new course, STAT 3223, be approved as recommended.

Moved by M. Heldman/Seconded by G. Krause
CARRIED UNANIMOUSLY

6) Policy E2008 – Academic Standing – Academic Probation and Academic Suspension

P. Gallagher, on behalf of J. Hooton, presented the Policy E2008: Academic Standing – Academic Probation and Academic Suspension. This revised policy contained changes noted in bold and italics on p. 289 to 293 of the agenda package. The motion to approve this revised policy retroactive to November 19, 2003 was put forward to Education Council for consideration by Education Council.

Referencing p.292 of the agenda package, it was noted that *Appendix A* was missing from the policy. M. Gerson indicated this appendix will be put in place for September 2005. He suggested J. Hooton bring Appendix A, which is currently under development, to the next Education Council meeting. J. Hooton agreed to report back to the council members in June. It was suggested removing “Not applicable” from Item 10: Appendices on p. 293 of the agenda.

MOTION: That Policy E2008: Academic Standing – Academic Probation and Academic Suspension be approved retroactive to November 19, 2003 with the change to remove “Not applicable” from Item 10: Appendices on p. 293 of the agenda package.

Moved by P. Gallagher/Seconded by L. Arnold
CARRIED UNANIMOUSLY

There being no other business, the meeting was adjourned at 1355 hours.