



Senate Standing Committee on Curriculum

MINUTES OF REGULAR MEETING

Wednesday, May 2, 2018

4:15 p.m. – 7:15 p.m.

Surrey Campus Boardroom, Cedar 2110

Present: Quorum (8 voting members)		Ex-Officio / Non-voting
Herbie Atwal Sheamus Collins Doug Fletcher Paola Gavilanez Gregory Harris	Nadia Henwood Parthiphan Krishnan Denise Nielson Diane Purvey Leeann Waddington Elizabeth Worobec	David Burns (Chair) Zena Mitchell Linda Rogers
		Ex-officio / Voting
Regrets:	Senate Office	Guests:
Leanne MacKenzie Ron Murray Alan Davis Stephanie Chu Sal Ferreras Jane Fee	Rita Zamluk, Administrative Assistant	Laura Vail Jimmy Choi Carolyn Robertson Rajiv Jhangiani Patrick Donahoe

1. Call to Order

The Chair called the meeting to order at 4:16 p.m.

2. Approval of Agenda

The Chair overviewed the agenda.

Item 7.3: includes a Motion to Approve, move to new business 6.4.

Sheamus Collins moved the agenda be confirmed as amended.

The motion carried.

3. Approval of Minutes, April 4, 2018

Item 6.1: change “changes to Biology courses” to “changes to admission requirements involving Biology courses”

Leeann Waddington moved the minutes be confirmed as amended.

The motion carried.

4. Chair’s Report

The Chair gave a verbal report.

4.1. Subcommittee Membership Update

The Chair informed the Committee on the appointment of Anthea Pasin, Academic Advisor, to the Subcommittee on Quantitative Courses (SQC), April 9, 2018 to August 31, 2021.

5. Pending Business

No business pending.

6. New Business

6.1. Program Changes: Fashion Marketing Diploma

Jimmy Choi, and Carolyn Robertson provided context and background for the changes to the admission requirements. The committee discussed the qualifications being requested, proof of attendance that will hold up under appeal, criteria of selection process associated with the Letter of Interest package, strategies to improve retention rates, the value of informational sessions, and consistency in naming documents.

Diane Purvey moved that the Senate Standing Committee on Curriculum recommends that Senate approves the amended changes to admission requirements for the Fashion Marketing Diploma for implementation September, 2019.

The motion carried.

6.2. Program Suspension: Public Safety Communications Certificate

Leeann Waddington provided context and background for the changes. The Chair overviewed the process to suspend the program.

The committee asked why the decision does not go to Senate for a vote. The committee discussed the time period for review of the suspension.

Paola Gavilanez moved that the Senate Standing Committee on Curriculum endorses and informs Senate of the suspension of the Public Safety Communications Certificate, effective May 28, 2018 with a review completed by May, 2020.

The motion carried.

6.3. Program Discontinuance: Career Choices and Life Success Citation

The Chair overviewed the policy structure for discontinuing the program. Patrick Donahoe provided context and background for the discontinuance. The committee recommended amendments to the documents.

Doug Fletcher moved the Senate Standing Committee on Curriculum approves the amendments to the documents.

The motion carried.

Denise Nielson moved that the Senate Standing Committee on Curriculum recommends Senate approves the amended discontinuance of the Career Choices and Life Success Citation, effective August 31, 2018.

The motion carried.

6.4. Building Open Education Resources into the Course Outlines

Rajiv Jhangiani provided an overview and answered questions. The committee reviewed the documents and discussed ways to provide course developers a variety of choices to use open resources, wording to encourage developers to consult with KPU Open Education, the role of the Course Outline template to encourage developers to use particular resources, the value of directing people to the open resources website to ensure instructors know which resources

qualify for credits, and to gather information about courses that may be eligible for open education resources, and ensuring transparency for students choosing sections.

Doug Fletcher moved that the Senate Standing Committee on Curriculum approves the amendments to the documents.

The motion carried with one abstention.

Diane Purvey moved that the Senate Standing Committee on Curriculum recommends that Senate approves two amended fields be added to the Course Outline Template.

The motion carried.

7. Items for Discussion

7.1. Standards for Pathway Approval Follow up

David Burns proposed sending out the email again and include the Deans and Administrative Assistants as well as the Faculty Council Chairs.

7.2. Student Loan Eligibility Requirements

Laura Vail provided background and context on the student loan eligibility requirements from the Ministry of Advanced Education. She highlighted

- the Certificates of Completion are not eligible for student loans,
- every program needs to have 15 credits or 100% full time in each term of the program to qualify for student loan programs,
- students need to be in placements for at least 20 hours a week to qualify as full-time
- an audit is being undertaken to ensure all the programs listed in the index of programs meet the Ministry policy requirements,
- the attached memo is not inclusive of all Ministry policies that impact eligibility, so please contact SAFA to discuss programs in development or revisions

The Chair requested the Committee members distribute the documents to their Faculties.

The committee thanked her for her clarity, and for her assistance with students.

8. Adjournment

The meeting adjourned at 5:43 pm.