

1. Call to Order ..... David Atkinson
2. Confirmation of Agenda
3. Approval of Minutes (November 22, 2010)
4. Revised Kwantlen Vision and Commitments Statement (to be distributed)..... David Atkinson
5. Chair’s Report..... David Atkinson
6. Senate Executive Committee (No Report) ..... David Atkinson
7. Senate Governance Committee ..... Dana Cserepes
  - 7.1. Faculty of Community and Health Studies Bylaws
8. Senate Nominating Committee..... Mary Androsiuk
9. Senate Standing Committee on Academic Planning & Priorities (No Report) ..... Wade Deisman
10. Senate Standing Committee on Curriculum..... Dana Cserepes
  - 10.1. Program Revision: BA Minor in Anthropology
  - 10.2. Program Revision: Bachelor of Interior Design
11. Senate Standing Committee on the Library ..... Mary Androsiuk
  - 11.1. Election of Chair
  - 11.2. Library Impact Assessment
12. Senate Standing Committee on Policy Articulation (No Report)..... AnnMarie Davison
13. Senate Standing Committee on Program Review ..... Kenneth Hughes
14. Senate Standing Committee on Tributes (No Report)
15. Senate Standing Committee on the University Budget (No Report)..... Harj Dhaliwal
16. Senate Task Force on Academic Rank & Advancement ..... Mary Androsiuk
17. Approval of Graduates ..... Robert Hensley
18. Items for Discussion
19. Next Meeting: January 31, 2011, 4:00pm, Cedar 2110, Surrey Campus
20. Adjournment

**SENATE**

**MEETING DATE:** *December 13, 2010*

**AGENDA #:** **3**

**PREPARED BY:** *Kerry Thompson*

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***Issue:*** Approval of the Minutes of the November 22, 2010 Regular Senate meeting.

***For approval:*** That Senate approve the Minutes of the November 22, 2010 Regular Senate meeting

**Present**

Adamoski, Robert	Deisman, Wade	Rankin, Graham
Androsiuk, Mary (Vice Chair)	Dhaliwal, Harj	Robertson, Carolyn
Ash, Kristan	Duggan, Barbara	Robertson, Derek
Atkinson, David (Chair)	Freeman, Tru	Sandhu, Jaswinder
Coren, Arthur	Fung, Maggie	Scanlan, Lori
Crowe, Christine	Guirguis, Mazen	Stadnyk, Pamela
Cserepes, Dana (Vice Chair)	Hensley, Robert	Tebb, Wayne
Cunnin, Betty	Hughes, Kenneth	Velasco, Mae
Daniels, Caroline	Kozak, Romy	Wade, Tally
Davis, Bob	McKendry, John	Wiens, David
Davison, Ann Marie	Petrillo, Larissa	

**University Secretariat**

Klassen, Sandi  
Thompson, Kerry

**Regrets:**

Bubber, Arvinder  
Dean, Geoff  
Knight, Vanessa  
MacDonald, Cathy  
McIntyre, Ken  
Royal, Wendy  
Wood, Robert

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**1. Call to Order**

The meeting was called to order at 4:30pm

**2. Additions to the Agenda**

**Item 11.2 14 Week Academic Schedule**

**Moved by Derek Robertson, seconded by Christine Crowe THAT the agenda be approved**

**MOTION CARRIED**

### 3. Minutes from October 25, 2010

Omission: Christine Crowe, Wayne Tebb and Tru Freeman were at the meeting

**Moved by Betty Cunnin, seconded by Carolyn Robertson THAT the minutes of the October 25, 2010 meeting be approved with revision.**

**MOTION CARRIED**

### 4. Chair's Report

The President met with Minister Ida Chong at the Richmond campus today. The President reported that Moira Stilwell has resigned her position as Minister of Regional Economic and Skills Development and is running for the leadership of the Liberal party. Ida Chong, Minister of Science and Universities will now add Regional Economic and Skills Development to her portfolio.

Scott Nicholl also met with Minister Chong and the President and discussed the timelines for new degree approvals which is being delayed by the restructuring process. The operational budget at Kwantlen will be affected by the success of the degree submissions. It is anticipated that an answer on all the degrees in process will be received by Christmas 2010.

Two of the degree submissions from August 2010 have passed to date: Bachelor of Arts in Policy Studies and Bachelor of Arts Minor in Counselling.

#### 4.1. Advisory Committee for the Provost & Vice-President Academic Search

Aysha Haq has been appointed to the Provost Search Committee (BCGEU), replacing Tom Radesh

### 5. Senate Executive Committee (No Report)

### 6. Senate Governance Committee (No Report)

### 7. Senate Nominating Committee

**Moved by Mary Androsiuk, seconded by Carolyn Robertson THAT Senate approve the addition of new members to the following Senate Standing Committees:**

#### **Academic Planning and Priorities**

Tru Freeman            Faculty of Community & Health Studies

#### **Library**

Robert Wood           Faculty of Business

#### **Nominating**

Ken McIntyre           Student Senator

Mae Valesco            Student Senator

**Tributes**

Christine Crowe      Faculty of Academic & Career Advancement  
Takashi Sato        Faculty of Science & Horticulture

**University Budget**

Dale Simonson      Faculty of Design

**MOTION CARRIED****8. Senate Standing Committee on Academic Planning and Priorities**

In a motion at the October 25<sup>th</sup>, 2010 Senate meeting, Senate requested that the President provide a report on the progress of the Vision and Commitments Statement, specifically the issues of communication, timelines, reporting back process and second draft of the vision commitments. The President responded to this request in his November newsletter to the Kwantlen community. The Task Force continues to work and Senate will review the second draft of the document at the December 13<sup>th</sup>, 2010 Senate meeting. It will then be presented to the Board early in 2011.

A ruling was made on November 1, 2010 by the Labour Relations Board regarding a grievance by the Kwantlen Faculty Association regarding the Course Modes Pilot Project. The AP&P Chair wished to express that a sense of greater collaboration and constructive conversation be adopted in the future.

A discussion regarding the budget process and expected transparency revealed that some details in the budget were sensitive and potentially impacted individuals from an HR perspective. Given this, the decision to not have a fully open process was made. Several Deans reported on the budget process followed within their own Faculties.

**9. Senate Standing Committee on Curriculum****9.1 Program Revision: Bachelor of Arts with a Minor in Economics**

**Moved by Dana Cserepes, seconded by Art Coren THAT Senate approve the revision to the BA Minor in Economics Degree program**

**MOTION CARRIED**

**9.2 Program Revision: Business Administration Diploma**

**Moved by Dana Cserepes, seconded by Ken Hughes THAT Senate approve the revision to the Business Administration program content**

**MOTION CARRIED**

### **9.3 Program Revision: Post Baccalaureate Diploma in Human Resources Management**

**Moved by Dana Cserepes, seconded by Wayne Tebb THAT Senate approve the revision to the entrance requirements for the Post Baccalaureate Diploma in Human Resources Management program.**

#### **MOTION CARRIED**

#### **Director, Educational Development Position**

**Moved by Dana Cserepes, seconded by Tally Wade THAT Senate endorse the continuation of the position of Director, Educational Development, and that the mandate of the position be reviewed, as it provides essential support in the development and implementation of degrees at Kwantlen.**

This item arises from discussion at the November 3, 2010 Senate Standing Committee on Curriculum meeting, wherein the committee felt that the position of Director, Educational Development was one of positive influence on the degree development and implementation process. Concerns were raised over the potential loss of the position with the incumbent's resignation. Further to this, it was discussed that it be mandatory that future degree developers be required to make use of the position as a resource. It was felt that a higher quality of proposals were written when the developers consulted with the Director, Educational Development vs those who did not.

Senate discussion highlighted that the position was created as a term appointment, at a time when degree development became a priority and there was a need for a key person to guide that development. A second component of the issue is whether to conduct a review of the position mandate and whether the University still needs the level of involvement required when the position was created to assist with new degree development.

In order for Senate to consider endorsing the position, it was determined that the item would go back to SSCC for further consideration.

**Moved by Mazen Guirguis, seconded by Art Coren, THAT the matter be referred to the Senate Standing Committee on Curriculum to define a proper mandate for the position of Director, Educational Development and that the mandate be brought to Senate at a future meeting.**

#### **MOTION CARRIED**

### **10. Senate Standing Committee on the Library (No Report)**

### **11. Senate Standing Committee on Policy Articulation**

#### **11.1 Academic Schedule for 2011/2012**

SSCPA verified that the proposed Academic Schedule for 2011/2012 complies with Policy B.1 Academic Schedule.

**Moved by Ann Marie Davison, seconded by Art Coren THAT Senate approve the 15 week Academic Schedule for 2011/2012**

**MOTION CARRIED**

#### **11.2 Proposed 14 Week Academic Schedule**

A decision around changing from a 15 week academic schedule would be guided by Policy B1: Academic Schedule. SSCPA has determined that the policy as is does not address the current needs of the institution and is in need of revision.

**Moved by Ann Marie Davison, seconded by Wade Deisman THAT Senate request that the Office of the VP Academic conduct a literature review and a consultative process with Kwantlen students, faculty and staff at large to explore the education implications of moving from a 15 week Academic Schedule to a 14 week Academic Schedule, with a preliminary report to Senate for the February 2011 Senate meeting.**

**MOTION CARRIED**

#### **12. Senate Standing Committee on Program Review**

The committee has met since the Senate report was drafted, and has received five Action Plan Funding applications. The SSCPR written report for the December Senate meeting will have more detail.

#### **13. Senate Standing Committee on Tributes (No Report)**

#### **14. Senate Standing Committee on the University Budget (No Report)**

#### **15. Senate Task Force on Academic Rank & Advancement**

The Task Force on Academic Rank & Advancement is currently working on a rationale for rank and advancement, the process for consultation, and the gathering and evaluating of opinions regarding ARA.

**ACTION** – Mary Androsiuk to ask TFARA Chair Don Reddick to provide a report to Senate regarding the activities of the Task Force to date.

#### **16. Approval of Graduates**

**Moved by Art Coren, seconded by Bob Davis THAT Senate approve the graduates to November 22, 2010.**

**MOTION CARRIED**

#### **17. Dean's Honour Roll**

A list of names of those honoured was presented to Senate.

#### **18. Items for Discussion**

- TEDx Vancouver (Technology, Entertainment, Design) happens on Saturday, November 27<sup>th</sup>, 2010.
- Kwantlen Science Challenge is also scheduled for Saturday, November 27<sup>th</sup>, 2010. Hundreds of high school students will attend and compete.

#### **19. Next Meeting: December 13, 2010, Cloverdale Boardroom**

The December 13<sup>th</sup>, 2010 Senate meeting is at Cloverdale campus and will begin at 4:30pm.

#### **20. The meeting was adjourned at 6:03pm.**

**SENATE**

**MEETING DATE:** *December 13, 2010*

**AGENDA #:** *7.1*

**PRESENTED BY:** *Dana Cserepes*

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***Issue:*** Faculty of Community and Health Studies Bylaws

***For Information:*** The Senate Governance Committee reviewed the Faculty of Community and Health Studies Bylaws at its November 29, 2010 meeting and recommended their approval by Senate.

***For Approval:*** THAT Senate approve the Faculty of Community and Health Studies Bylaws

# Faculty of Community and Health Studies Bylaws

Revised on October 28, 2010

Ratified by the Faculty of the Whole on November 12, 2010

## Powers and Duties of the Faculty

1. The powers and duties of the Faculty of Community and Health Studies are established in part by the University Act which currently describes the Faculty as having the power and duty:
  - a. to make rules governing its proceedings, including the determining of the quorum necessary for the transaction of business,
  - b. to provide for student representation in the meetings and proceedings of the faculty,
  - c. subject to this Act and to the approval of the Senate, to make rules for the government, direction and management of the faculty and its affairs and business
  - d. to determine, subject to the approval of the Senate, the courses of instruction in the faculty,
  - e. subject to an order of the president to the contrary, to prohibit lecturing and teaching in the faculty by persons other than appointed members of the teaching staff of the faculty and persons authorized by the faculty, and to prevent lecturing or teaching so prohibited,
  - f. subject to the approval of the Senate, to appoint for the examinations in each faculty examiners, who, subject to an appeal to the Senate, must conduct examinations and determine the results,
  - g. to deal with, and subject to an appeal to the Senate, to decide on all applications and memorials by students and others in connection with their respective faculties,
  - h. generally, to deal with all matters assigned to it by the board or the Senate, and
  - i. to form committees, as it sees fit, for the conduct of its affairs and business, and to empower such committees, where advisable, to report directly to the appropriate committee(s) of Senate.
2. A general rule made the Faculty is not effective or enforceable until a copy has been sent to the Senate and the Senate has given its approval.

## Faculty Membership

1. Membership of the Faculty of Community and Health Studies consists of:
  - a. All those employed within the Faculty of Community and Health Studies as an instructor, lecturer, assistant professor, associate professor, professor, or an equivalent position designated by the Senate,
  - b. The Dean of the Faculty,
  - c. Associate Dean(s) of the Faculty,
  - d. The President of the University,
  - e. And the Registrar, who is non-voting

2. The Faculty of Community and Health Studies endorses the principle of student participation in Faculty decision-making and will reflect this in the constitution of its Faculty Council and Standing Committees.
3. The Dean is the Chair of the Faculty,
4. A Vice-Chair of the Faculty shall be elected by the Faculty from among those employed within the Faculty of Community and Health Studies as an instructor, lecturer, assistant professor, associate professor, or professor, or an equivalent position for a two-year term. Vice-Chairs may serve a maximum of three consecutive terms.

### **Conduct of Faculty Business**

1. The Faculty shall have at least three regular meetings per academic year, in April, August, and December.
2. Extra Faculty meetings may be called for the discussion of Faculty related issues of interest to Faculty members.
3. In cases of urgency, extraordinary meetings of the Faculty may be called by the Chair or the Vice-Chair of the Faculty.
4. Extraordinary meetings may be called into session by: the Faculty Council Chair, a petition to Council from five percent (5%) of the eligible faculty as defined by Senate, or a petition to Council from any combination of at least three program areas through their program coordinators.
  - a. Faculty meetings will be announced by the Chair of Faculty and will be held between two (2) and four (4) weeks after the request.
  - b. Distribution to the faculty of motions for consideration and appropriate information concerning the meeting's agenda will be the responsibility of the individual or group recommending the meeting and will be provided with the announcement of the meeting date.
  - c. Main motions for consideration during Faculty meetings may be put forth by the Council, five percent of the eligible voting faculty as defined by Senate or by any combination of at least three program areas through their program coordinators.
  - d. If further review and discussion of a main motion are needed prior to vote, a second Faculty meeting will be held within one (1) to three (3) weeks following the first meeting. Determination of the need for a second meeting will be made by the Executive Committee of Council.
  - e. Main motions may be withdrawn only by those persons or groups that presented the original motions.
  - f. Voting will be a show of hands at the meeting.
  - g. A decision made by Faculty vote will override decisions made by individual programs.

5. Notice of a meeting of the Faculty, with supporting information, shall be sent to the members of the Faculty at least seven days in advance of a meeting.
6. The normal process of business at meetings of the Faculty shall be set by the Faculty Chair.
7. The quorum for meetings of the Faculty shall be 25 voting members with 80% of programs represented.
8. Robert's Rules of Order shall govern the conduct of all Faculty meetings, subject to interpretation by the Chair. Such matters on which these Bylaws lay down specific procedures shall be excepted from the foregoing.
9. The majority required to pass a resolution shall be 50% plus one of the members voting, except in the case of adoption or amendment to these Bylaws, when the majority required shall be two-thirds of the members voting.
10. Meetings of the Faculty shall normally be open to observers.
11. The Chair may recognize non-members on any matter of business.
12. The Faculty may decide at any time, by a 2/3 vote of those present and voting, that a whole meeting or any part of a meeting be held in camera.
13. Minutes of open meetings of the Faculty shall be recorded and distributed to the University.
14. All documents presented to the Faculty shall normally be regarded as public. Nevertheless, the Chair may declare a document confidential, in which case the document shall be made available in advance only to members of the Faculty and, if appropriate, the Senate.

**Faculty Council**  
**Rules Governing Faculty Council Proceedings**

**A. Powers and Duties of the Faculty Council**

1. The Faculty Council shall be responsible for the following:
  - a. Academic programs
  - b. Development, delivery and evaluation of academic programs
  - c. Academic procedures
  - d. Academic awards to students
  - e. Calendar entries
  - f. Relations with professional organizations
  - g. Fiscally informed decision-making
  - h. Academic planning

2. The powers and duties of the Faculty Council are delegated by the Faculty of Community and Health Studies. Unless otherwise addressed in these bylaws, the Faculty Council shall have all the powers and duties ascribed to the Faculty by the *University Act*, and by Board of Governors and Senate of the University.
3. Any recommendation to delete a program shall be sent, with a recommendation from the Faculty Council, to the Faculty, which will provide advice to the Senate, the Board, or other bodies within the University as required.
4. Any proposed changes to these Bylaws must be approved by the Faculty by a 2/3 vote of a quorum.
5. Faculty Council may, by a 2/3 vote, send any other matter to the Faculty for decision or advice.
6. Faculty Council may, by a 2/3 vote, recommend to the Chair of the Faculty that an extraordinary meeting be called to address a matter forwarded by the Faculty Council to the Faculty for decision or advice. Without a recommendation from Faculty Council, the Chair of the Faculty will determine whether a matter warrants an extraordinary meeting, or whether it shall be added to the agenda of the next regular meeting of the Faculty.

## **B. Faculty Council Membership**

1. Membership of the Community and Health Studies Faculty Council consists of:
  - a. A representative elected from each of the program areas in Community and Health Studies. Each of these representatives shall be a faculty member as defined by the *University Act*,
  - b. The Dean of the Faculty,
  - c. One representative from the Professional Support Staff of the Faculty of Community and Health Studies,
  - d. One student currently registered in a Faculty of Community and Health Studies program,
  - e. The Associate Dean(s) of the Faculty (Non-voting)
  - f. Two senators representing Faculty of Community and Health Studies (Non-voting)
2. Members of Faculty Council, in their function as members of this body, do not act as delegates of the bodies or constituencies from which they were drawn; rather, as members, all must endeavour to serve the interest of the entire Faculty to the best of their ability.
3. Senate Bylaw No. 3, *Conflict of Interest*, applies.
4. One third of the membership will be elected each year. This will be an agenda item at the April meeting of Council.
5. Elections or recommendations for Faculty Council will normally occur in the Spring (January to April) semester each year.

6. The term of each elected Councilor shall normally begin on August 1.
7. The term of each elected member of Faculty Council shall normally be three years. Prior to any election, a department may modify this term in order to ensure continuity of departmental representation.
8. Any member may resign from the Faculty Council by giving the Chair notice in writing.
9. The seat of a member who leaves the constituency from which that member has been elected shall be declared vacant.
10. Each retiring member is responsible for initiating the election of a new member from within the program area so they have a replacement, and reporting this to the Vice-Chair of Council no later than May 1.
11. A member may provide for a non-voting substitute from the unit represented if unable to attend meetings.
12. Any member who will be absent from a meeting will notify the Chair prior to the meeting.
13. The seat of any elected or appointed member who fails to attend three meetings of Faculty Council between August 1 and July 31 may be declared vacant by the Chair.
14. In the event that a seat of a member becomes vacant, a replacement shall be elected or appointed according to the usual process. Members so elected or appointed shall serve the remaining term of office of the incumbent, at which point the normal election or appointment process will be followed.
15. Chair and Vice-Chair of Faculty Council
  - a. Voting members of the Faculty Council will elect one Chair from within the Faculty Council's voting membership. The election will normally occur on or about September 1, and the normal term will be two years, or a shorter term corresponding to the Chair's Faculty Council term.
  - b. The Chair is a voting member of the Faculty Council.
  - c. In the event of a tie, it is at the discretion of the Chair to determine how to bring resolution to the issue.
  - d. The Chair may be removed by a majority vote of councilors present and voting at any duly called meeting of the Faculty Council.
  - e. The Chair keeps the work of the Council directed toward its purpose and functions.
  - f. The Chair conducts Council meetings and carries out such activities as voted upon by members of Council.
  - g. The Chair calls special meetings when requested by the Senate or when requested by forty percent (40%) of the members of Faculty Council.
  - h. The Chair communicates with the faculty and professional staff as appropriate.

- i. Voting members of the Faculty Council will elect one Vice-Chair from within the Faculty Council's voting membership. The election will normally occur on or about September 1, and the normal term will be one year.
- j. The Vice-Chair will fulfill the duties of the Chair in the Chair's vacancy or absence and will assist in the performance of the Chair's duties.
- k. When necessary due to vacancy or absence of the Chair and Vice-Chair, the Dean shall serve as Chair pro-tem.

### **C. Conduct of Faculty Council Business**

1. The Faculty Council shall normally have at least six (6) regular meetings per academic year.
2. In cases of urgency, extraordinary meetings of the Faculty Council may be called by the Chair of the Faculty Council.
3. Notice of a meeting of the Faculty Council shall be sent to the members of the Faculty Council at least 5 working days in advance of a meeting.
4. The normal process of business at meetings of the Faculty Council will be set by the Chair in collaboration with Faculty Council members.
5. Robert's Rules of Order shall normally govern the conduct of all Faculty Council meetings. Such matters on which these Bylaws lay down specific procedures shall be excepted from the foregoing.
6. The quorum for meetings of the Faculty Council shall be 50% plus one (1) of the voting members.
7. The majority required to pass a resolution shall be 50% of the voting membership present plus one, except where these Bylaws specify otherwise.
8. Meetings of the Faculty Council shall normally be open to observers.
9. The Chair may recognize non-members on any matter of business.
10. The Faculty Council may decide at any time, by a majority vote of those present and voting, that a whole meeting or any part of the meeting be held in camera.
11. Minutes of the Faculty Council shall be recorded and made available to the University.
12. Any business conducted at a meeting where there is no quorum present will be considered as unofficial and subject to ratification at the next meeting held where a quorum is present. Any communication coming out of a meeting where no quorum was present shall be prefaced with a clear indication the communication is subject to ratification.

13. From time to time the Faculty Council may invite guests to make presentations to Faculty Council meetings and to answer questions related to their presentations.

### **Standing and Sub-Committees to Faculty Council Rules Governing Committee Proceedings**

The following Standing Committees shall report to and be governed by Faculty Council:

- A. Nominations
- B. Curriculum
- C. Academic Planning and Priorities
- D. Budget (under development)

### **Conduct of Business for Standing and Sub-Committees of Faculty Council**

1. Faculty Council shall establish such committees as the Faculty Council from time to time may think fit and may specify the duties to be performed by such committees.
2. The Dean (or designated Associate Dean) and the Chair of Faculty Council are recognized as voting members of committees, as designated.
3. Committees of the Faculty Council are restricted to making recommendations to the Faculty Council, and may not assume any of the powers of the Council unless they are expressly delegated within these Bylaws. Only Standing Committees will be delegated Faculty Council authority.
4. When recommending the establishment or elimination of a Standing Committee, or altering its membership or mandate, Faculty Council will seek the advice of the Standing Committee on Nominations, and make a recommendation to Faculty for endorsement.
5. Terms of office for Standing Committee members shall normally be two years for Faculty Councilors who do not sit on the Standing Committee ex-officio.
6. Terms of office for student representatives, and for Standing Committee members who are not Faculty Councilors shall normally be one year.
7. Members are eligible for re-election or reappointment.
8. Terms of office may be adjusted by the Standing Committee on Nominations to ensure continuity of membership, and to correspond to terms on Faculty Council.
9. Quorum for each Committee shall be 50% of the total number of voting members.

10. Any committee member may resign from a committee by giving the Chair notice in writing.
11. The committee seat of a member who leaves the constituency from which that member has been appointed shall be declared vacant.
12. The use of alternates for voting committee members is not permitted.
13. The seat of any committee member who fails to attend three committee meetings between August 1 and July 31 may be declared vacant by the Chair.
14. Each committee is chaired by a member of Faculty Council elected by the Committee for a term specified by the Committee. Until such time as a Chair is elected, the Dean or designated Associate Dean shall chair the Committee.
15. The Chair of each Committee shall be responsible for establishing the agenda, and for distributing it at least two days prior to any meeting to the members of the Committee.

### **Standing Committee on Nominations**

1. The voting members of the Standing Committee on Nominations consist of:
  - a. One student representative, selected by student body
  - b. Four members of faculty, appointed by Faculty Council
  - c. The representative from Faculty of Community and Health Studies to the Senate Standing Committee on Nominations, when such representation exists
2. Administrative support for the Committee shall be assigned by the Divisional Business Manager, Faculty of Community and Health Studies.
3. The Standing Committee on Nominations shall:
  - a. Advise Faculty Council on matters related to elections, including timelines for nominations, elections and appointments as required to meet the needs of the Faculty, Faculty Council and Standing Committees;
  - b. Ensure that nominations are made for all elections for the Faculty and the Faculty Council,
  - c. Where requested by Faculty Council, conduct and oversee elections for designated positions on Faculty, Faculty Council and Standing Committees;
  - d. Appoint or recommend members to serve on Faculty Council and Committees as outlined in these Bylaws;
  - e. Advise Faculty Council on procedures for the recommendation and selection of Faculty representatives for university committees, and oversee these processes as requested by the Faculty Council;
  - f. Establish such subcommittees as required to meet the Committee's responsibilities.

## **Standing Committee on Curriculum**

1. The voting members of the Standing Committee on Curriculum consist of:
  - a. The Dean or designated Associate Dean
  - b. One student representative, drawn from and approved by Faculty Council (presence or absence does not affect quorum)
  - c. One representative faculty from each department in the Faculty including at least one Faculty Council member
  - d. The representative from Faculty of Community and Health Studies (CAHS) to the Senate Standing Committee on Curriculum
2. The Registrar (or designate), an Educational Advisor, and the CAHS Administrative Coordinator, Community and Health Studies sit as non-voting members of the Committee.
3. The Standing Committee on Curriculum shall:
  - a. Exercise the delegated authority of the Community and Health Studies Faculty Council to receive, review and approve all curriculum offered for credit by the departments, and to recommend curriculum to Senate and its appropriate Standing Committees for approval;
  - b. Review periodically curricular and program components including, but not limited to, prerequisite structures, class format, credit assignment, learning outcomes, learning activities, assessment models, prior learning assessment processes, and may make recommendations to Faculty Council as may be appropriate;
  - c. Ensure that all curriculum developed within the department confirms to University policies and procedures;
  - d. Ensure appropriate consultation for courses that will be seeking articulation;
  - e. Receive and review Program Concepts and Full Program Proposals (or such equivalent submissions as come to stand in their place) for degree and non-degree programs (such as post-baccalaureate credentials, associate degrees, diplomas, certificates, and citations), collaborates with the Standing Committee on Academic Planning and Priorities, and report with recommendation to Faculty Council;
  - f. Review the implementation of new degree and non-degree programs as required by Senate or its appropriate Standing Committee(s). Report with recommendations to Faculty Council,
  - g. Receive and review program revisions for degree and non-degree programs, and report with recommendations to Faculty Council;
  - h. Ensure that all external requirements for licensing, certification and accreditation arising from degree and non-degree programs within the Faculty are met;
  - i. Ensure that all curriculum materials are properly documented for approval and for use by other University departments (Registrar's Office, Admissions, Counselling, etc.);
  - j. Provide detailed minutes including a list of curriculum approved at each meeting of the Standing Committee on Curriculum, for information, to the next scheduled meeting of the Faculty Council;
  - k. Attend/ensure attendance by each department at provincial articulation meetings and bring reports back to Faculty Council (to be considered by the Standing Committee on Budget for Faculty Council);

1. Review periodically the Committee's mandate, composition, processes, and approval criteria and make such recommendations to the Standing Committee on Nominations as may be appropriate.

### **Standing Committee on Academic Planning and Priorities**

1. The voting members of the Standing Committee on Academic Planning and Priorities consist of:
  - a. The Dean or designated Associate Dean
  - b. The Chair of Faculty Council
  - c. Two elected members of Faculty Council, selected to ensure that the composition of the Committee reflects the diversity of programs within the Faculty
  - d. A maximum of six additional faculty members of the Faculty, recommended by the Standing Committee on Nominations, and approved by Faculty Council, selected to ensure that the composition of the Committee reflects the diversity of programs within the Faculty
  - e. Divisional Business Manager
  - f. One student representative approved by the Standing Committee on Nominations
  - g. The representative from Faculty of Community and Health Studies to the Senate Standing Committee on Academic Planning and Priorities
2. One of the elected Senators from the Faculty of Community and Health Studies sits as a non-voting member of the Committee.
3. Administrative support for the Committee shall be assigned by the Divisional Business Manager, Community and Health Studies.
4. The Standing Committee on Academic Planning and Priorities shall:
  - a. Advise Faculty Council on the mission, educational goals, objectives, strategies and priorities of the Faculty;
  - b. Advise Faculty Council on whether the establishment, revision or discontinuance of educational programs and other curricular changes support the mission, educational goals, objectives, strategies and priorities of the Faculty;
  - c. Advise Faculty Council on the priorities for implementation of new programs leading to certificates, diplomas and degrees;
  - d. Advise Faculty Council on the establishment or discontinuance of Departments of the Faculty;
  - e. Advise Faculty Council on whether the terms of affiliation, articulation and other contractual agreements with other post-secondary institutions support the mission, educational goals, objectives, strategies and priorities of the Faculty;
  - f. Advise Faculty Council on processes for the development, review, implementation and communication of educational plans that support the priorities of the Faculty;
  - g. Advise the Faculty Council on whether the Faculty budget proposal supports the academic priorities of the Faculty;
  - h. Make recommendations to Faculty Council on program reviews and action plans;

- i. Make recommendations to Faculty Council on how research and scholarship within the Faculty may be facilitated, in support of the Faculty's mission, educational goals, objectives, strategies and priorities;
- j. Advise Faculty Council on the establishment, revision or discontinuance of research centres, institutes, and research chairs and professorships, and other matters related to scholarship and research requiring Faculty Council approval;
- k. Establish such sub-committees as needed to fulfill the Committee's responsibilities.

### **Standing Committee on Budget**

The mission and mandate of the Standing Committee on Budget will be determined by Faculty Council upon creation.

**SENATE**

**MEETING DATE:** *December 13, 2010*

**AGENDA #:** *8*

**PREPARED BY:** *Mary Androsiuk*

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**Issue:** Approval of Membership of the Senate Standing Committees.

**For approval:** The Senate Nominating Committee recommends that Senate approve the addition of the following as members of the committees listed below:

Jakob Derjowed (Student)	SSC Curriculum
Leslie Gordon (Student)	SSC Academic Planning & Priorities
Reese Motzek (Student)	SSC Curriculum
Linda Woodcock (Librarian)	SSC Library

**MEETING DATE:** *December 13, 2010*

**AGENDA #:**

**PREPARED BY:** *Dana Cserepes*

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**Issue:** Senate Standing Committee on Curriculum

**For Information:** The Senate Standing Committee on Curriculum met on December 1, 2010

The committee approved revisions to

B.A. Minor in Anthropology  
Bachelor of Interior Design

**SENATE**

**MEETING DATE:** *November 22, 2010*

**AGENDA #:** *10.1*

**PRESENTED BY:** *Dana Cserepes*

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**Issue:** Program Revision: BA Minor in Anthropology Degree program

**For approval:** THAT Senate approve the revision to the BA Minor in Anthropology Degree program

**Memorandum**

12666 – 72<sup>nd</sup> Avenue  
Surrey, B.C.  
Canada V3W 2M8

**Faculty of Social Sciences**

Tel: 599-2052  
Fax: 599-2966  
Email: robert.adamoski@kwantlen.ca

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TO: Senate Standing Committee on Curriculum  
C: Sara Yoshida, Chair, Anthropology; Sabine Stratton, Chair, SS Curr. Comm.  
FROM: Robert Adamoski, Dean, Social Sciences  
DATE: November 22, 2010  
SUBJECT: Revisions to BA Minor, Anthropology

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Please accept the attached revisions to the BA Minor, Anthropology. The revisions were passed at the Social Sciences Curriculum Committee on October 22, 2010, and by the Faculty Council on November 15, 2010.

The department seeks an implementation date on or before May 1, 2011 in order to benefit students enrolled in the Field School in Summer 2011.

Thank you for your consideration.



# **Proposed Changes to the BA Minor in Anthropology for Implementation May, 2011**

## RATIONALE FOR CHANGES

### General:

1. The first intent of these changes is to allow students taking the Summer, 2011 Archaeology Field School to count all of their field school courses toward a BA Minor in Anthropology degree.
2. The second intent of these changes is to add new course offerings to the list of available electives in the BA Minor in Anthropology degree.

### Specific Course Additions/Deletions

3. ANTH 2301 (Archaeological Methods for Cultural Resource Management) is currently part of a cohort of courses (ANTH 3361, 3340, and 2301) which form the requirements for the archaeology field school. ANTH 2301 has been changed to a third year course (ANTH 3301) and needs to replace ANTH 2301 in the requirements for the archaeology field school. ANTH 3301 has also been added to the list of potential methods courses that a student can take for the BA Minor in Anthropology requirements.

4. The following courses are added to the list of upper level electives:

ANTH 3501 Special Topics in Cultural Anthropology (3 credits)

ANTH 3502 Special Topics in Biological Anthropology (3 credits)

ANTH 3503 Special Topics in Archaeology (3 credits)

<b>Existing BA Minor in Anthropology</b>	<b>Proposed BA Minor in Anthropology</b>
<b>1000 Level – First Year Courses</b>	<b>1000 Level – First Year Courses</b>
<p><b>The following 9 credits are required:</b></p> <p><u>ANTH 1100</u> Social &amp; Cultural Anthropology (3 credits)  <u>ANTH 1200</u> Biological Anthropology (3 credits)  <u>ANTH 1300</u> Archaeology (3 credits)</p> <p><b>Recommended:</b></p> <p><u>ANTH 1217</u> Forensic Anthropology (3 credits)  <b>Note:</b> This course can be used for Quantitative credits for lower division. It is the pre-requisite for <u>ANTH 2217</u> and <u>3220</u> [forthcoming course].</p> <p>Completion of the courses listed above with a minimum GPA of 2.0 will fulfill prerequisites to all 2000-level Anthropology courses.</p>	No Changes

<b>Existing BA Minor in Anthropology</b>	<b>Proposed BA Minor in Anthropology</b>
<b>2000 Level – Second Year Courses</b>	<b>2000 Level – Second Year Courses</b>
<p><b>A minimum of nine credits, including a minimum of three credits in a methods (*) course:</b></p> <p><u>ANTH 2100</u> Method and Ethics in Anthropology (3 credits)*  <u>ANTH 2120</u> Cross-Cultural Women’s Studies (3 credits)  <u>ANTH 2133</u> Religion, Magic and Witchcraft (3 credits)  <u>ANTH 2140</u> First Nation Cultures of B.C. (3 credits)  <u>ANTH 2142</u> First Nation Cultures of Canada (3 credits)  <u>ANTH 2160</u> Culture and Environment (3 credits)  <u>ANTH 2163</u> Culture, Health and Healing (3 credits)  <u>ANTH 2217</u> Forensic Methods &amp; Analysis (3 credits)*  <u>ANTH 2300</u> Archaeological Methods (3 credits)*  <u>ANTH 2301</u> Archaeological Methods for Cultural Resource Management (3 credits)*</p>	<p><i>Two Changes:</i>  Note to be added to <u>ANTH 2301</u>  “To Be Discontinued”</p> <p><b>NOTE:</b> <u>ANTH 2100*</u>, <u>2217*</u>, <u>2300*</u>, and <u>2301*</u> are methods courses. At third year <u>ANTH 3301*</u> is a methods course.</p>

<p><u>ANTH 2310</u> Archaeology of Death (3 credits)  <u>ANTH 2320</u> Archaeology of the Old World (3 credits)  <u>ANTH 2340</u> Archaeology of the New World (3 credits)</p> <p><b>NOTE:</b> <u>ANTH 2100*</u>, <u>2217*</u>, <u>2300*</u>, and <u>2301*</u> are methods courses.</p>	
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<b>Existing BA Minor in Anthropology</b>	<b>Proposed BA Minor in Anthropology</b>
<b>3000 Level – Third Year Courses</b>	<b>3000 Level – Third Year Courses</b>
<p><b>A minimum of twelve credits, including a minimum of three credits in a theory (***) course:</b></p> <p><u>ANTH 3100</u> Anthropological Theory (3 credits) **  <u>ANTH 3130</u> The Sikhs: Culture, Religion, and Society (3 credits)  <u>ANTH 3168</u> Deviance Across Cultures (3 credits)  <u>ANTH 3188</u> Visual Anthropology (3 credits)  <u>ANTH 3220</u> Human Osteology (3 credits) [forthcoming course]  <u>ANTH 3300</u> Archaeological Theory (3 credits)**  <u>ANTH 3330</u> East Asian Archaeology (3 credits)  <u>ANTH 3340</u> British Columbia Archaeology (3 credits)  <u>ANTH 3361</u> Archaeology Field Studies (6 credits)  <u>ANTH 3500</u> Directed Studies in Anthropology (3 credits)  <u>ANTH 3510</u> Anthropology of Genocide (3 credits)</p> <p><b>NOTES:</b>  <u>ANTH 3100**</u> and <u>3300**</u> are theory courses.</p> <p><u>ANTH 2301</u>, <u>3340</u>, and <u>3361</u> will be offered simultaneously as a field school option for upper level students in Summer Term.</p>	<p><b>A minimum of twelve credits at third and fourth year, including a minimum of three credits in a theory (***) course:</b></p> <p><u>ANTH 3100</u> Anthropological Theory (3 credits) **  <u>ANTH 3130</u> The Sikhs: Culture, Religion, and Society (3 credits)  <u>ANTH 3168</u> Deviance Across Cultures (3 credits)  <u>ANTH 3188</u> Visual Anthropology (3 credits)  <u>ANTH 3220</u> Human Osteology (3 credits) [forthcoming course]  <u>ANTH 3300</u> Archaeological Theory (3 credits)**  <u>ANTH 3301</u> Archaeological Methods for Cultural Resource Management (3 credits)*  <u>ANTH 3330</u> East Asian Archaeology (3 credits)  <u>ANTH 3340</u> British Columbia Archaeology (3 credits)  <u>ANTH 3361</u> Archaeology Field Studies (6 credits)  <u>ANTH 3500</u> Directed Studies in Anthropology (3 credits)  <u>ANTH 3501</u> Special Topics in Cultural Anthropology (3 credits)  <u>ANTH 3502</u> Special Topics in Biological Anthropology (3 credits)  <u>ANTH 3503</u> Special Topics in Archaeology (3 credits)  <u>ANTH 3510</u> Anthropology of Genocide (3 credits)</p> <p><b>NOTES:</b>  <u>ANTH 3100**</u> and <u>3300**</u> are theory courses.</p> <p><u>ANTH 3301*</u> is a methods course.  <u>ANTH 3301</u>, <u>3340</u>, <u>3361</u> will be offered simultaneously as a field school option for upper level students in Summer Term.</p>

<b>Existing BA Minor in Anthropology</b>	<b>Proposed BA Minor in Anthropology</b>
<b>4000 Level – Fourth Year Courses</b>	<b>4000 Level – Fourth Year Courses</b>
<b>Required Course:</b> ANTH 4500 Culture, Community, and Well-Being (3 credits)	<b>Required Course:</b> ANTH 4500 Culture, Community, and Well-Being (3 credits)

<b>Existing BA Minor in Anthropology</b>	<b>Proposed BA Minor in Anthropology</b>
<b>NOTES</b>	<b>NOTES</b>
<b>GRADUATION</b> Upon successful completion of a Minor in Anthropology, students can qualify to graduate with a Bachelor of Arts–General Studies, or when combined with a second minor program, a Bachelor of Arts – Double Minor.	<b>GRADUATION</b> Upon successful completion of a Minor in Anthropology, students can qualify to graduate with a Bachelor of Arts–General Studies, or when combined with a second minor program, a Bachelor of Arts – Double Minor.

**SENATE**

**MEETING DATE:** *November 22, 2010*

**AGENDA #:** *10.2*

**PRESENTED BY:** *Dana Cserepes*

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***Issue:*** Program Revision: Bachelor of Interior Design program revision

***For approval:*** THAT Senate approve the revision to the Bachelor of Interior Design program

## Faculty of Design

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TO: **Senate**  
CC: Dana Cserepes, Kerry Thompson, Sandi Klassen, Brenda Snaith, Lucie Gagne, Sandy Fraser  
FROM: Barbara Duggan, Dean  
DATE: 1-Dec-10  
SUBJECT: **Interior Design program revision 2010 and General Education requirement**

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At the October 2010 Faculty of Design Curriculum Committee meeting, a new model for studio courses proposed by Interior Design (IDSN) program and a revised General Education requirement were approved. The program plans to implement the changes in Fall 2011. The new model was subsequently examined and approved by the Senate Standing Committee on Curriculum (SSCC) at its November 3rd meeting.

### RATIONALE

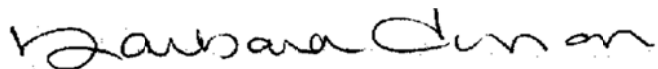
#### **New Model**

All IDSN courses are 3 credits with the exception of studio courses, which are 4 credits for a semester course or 8 credits if an academic year course. Program streamlining from 134 credits to 128 credits will result in more affordable degree for students and more timetabled studio contact hours. The attached "*Rational document*" provides a more detailed explanation.

#### **General Education requirement**

The program expanded the coverage of Kwantlen courses that can be used to satisfy its general education requirement. The program plans to post the content of the attached document titled "*Proposed IDSN General Electives*" in Kwantlen and the program's websites.

Senate's approval is requested.



Attachments (2)

1. *Rationale document, with chart, from IDSN*
2. *Proposed IDSN General Electives listing for Kwantlen's website*

## 128 credit Bachelor of Interior Design Program

### Revision Rationale

December 2, 2010

Kwantlen's Interior Design mission statement is "educating LEADERS for the profession of interior design". It is a full time, lockstep program with a selective-entry process.

While writing the course outlines for the 132 credit IDSN program approved at Senate in 2009, the interior design faculty improved and streamlined our baccalaureate program.

**1. Our program** will be 128 credits over 4 years:

- Rationale: all of our courses are now 3 credit courses, except our Studio stream courses, which are 4 credits for a semester course, or 8 credits if an academic year course
- Changes from 2009 approved 132 credit program: **see page four and five** of this memo
- 128 credit program was approved at Design Faculty Curriculum Council on Oct. 25, 2010
- 128 credit program was approved at the Senate Standing Committee on Curriculum, Nov. 3, 2010

**2. Implementation** of our new 128 credit program:

September, 2011: **fall courses** year 1, 2 and 3; IDSN 4000 Senior Studio

January, 2011: **spring courses** year 1, 2 and 3

September, 2012: full program rollout

- Rationale:
  - Program streamlining was required from our external accreditation body (Next review visit fall 2012) so we comply in a timely manner
  - More affordable degree for our students, more timetabled studio contact hours
  - Dean's request for soonest possible implementation of new program

**3. Our General Education** requirement, (**see page two and three** of this memo)

- was approved at the Design Faculty Curriculum meeting Nov 19<sup>th</sup>, 2010
- was approved at the Senate Standing Committee on Curriculum Dec 1<sup>st</sup>, 2010

**128 credit Bachelor of Interior Design Program**

**Legend: bold red = New outline blue = new name only black = Revised outline highlighted text = changes from approved 2009 IDSN program**

128 credit (new) program			Reason for change	132 credit approved program 2009	
Course #	Course name:	credits		Course number, name	credits
<b>IDSN 1112</b>	<b>Studio 1</b>	<b>4</b>	<b>#1a</b>	IDSN 1111 STUDIO I	<b>3</b>
IDSN 1121	Materials	3		IDSN 1121 MATERIALS	3
IDSN 1135	Design Awareness 1	3		IDSN 1135 DESIGN AWARENESS I	3
IDSN <b>1141</b>	<b>Technical Drawing 1</b>	3	<b>#2, #2a</b>	IDSN <b>1142 Design Communication I</b>	3
IDSN 1145	Drawing for Interior Design	3		IDSN 1145 DRAWING for Interior Design	3
ENGL1100	Prior to entering Year 2: Or Approved writing Intensive course at 1100 level or higher	0		ENGL1100 Prior to entering Year 2: Or Approved writing Intensive course at 1100 level or higher	0
IDSN 1202	Studio 2	<b>4</b>	<b>#1</b>	IDSN <b>1202 STUDIO II</b>	<b>4</b>
IDSN 1221	Components	3		IDSN 1221 COMPONENTS	3
IDSN 1235	Design Awareness 2	3		IDSN 1235 DESIGN AWARENESS II	3
IDSN <b>1241</b>	<b>Technical Drawing 2</b>	3	<b>#2, #2a</b>	IDSN <b>1242 Design Communication II</b>	3
IDSN 2300	Studio 3	4		IDSN 2300 STUDIO III	4
IDSN <b>2325</b>	<b>Building Systems 1</b>	3	<b>#2a</b>	IDSN <b>2322 BUILDING SYSTEMS I</b>	3
IDSN 2331	Design Theories 1	3		IDSN 2331 DESIGN THEORIES I	3
IDSN <b>2345</b>	<b>Drawing &amp; Rendering 1</b>	3	<b>#2a</b>	IDSN <b>2342 DRAWING &amp; Rendering I</b>	3
<b>IDSN 2375</b>	<b>Environmental Human Factors</b>	3	<b>#3</b>	IDSN <b>2371 ENVIRONMENTAL HUMAN FACTORS</b>	3
IDSN 2400	Studio 4	4		IDSN 2400 STUDIO IV	4
IDSN <b>2425</b>	<b>Building Systems 2</b>	3	<b>#2a</b>	IDSN <b>2422 BUILDING SYSTEMS II</b>	3
IDSN 2431	Design Theories 2	3		IDSN 2431 DESIGN THEORIES II	3
IDSN <b>2445</b>	<b>Drawing &amp; Rendering 2</b>	3	<b>#2a</b>	IDSN <b>2442 DRAWING &amp; Rendering II</b>	3
<b>IDSN 2540</b>	<b>Computer Drawing</b> (prior to entering YR 3)	<b>3</b>	<b>#4</b>	IDSN <b>2341 AUTOCAD I</b> (prior to entering YR 3)	<b>2</b>
				IDSN <b>2441 AUTOCAD II</b> (prior to entering YR 3)	<b>2</b>
IDSN 3500	Studio 5	4		IDSN 3500 STUDIO V	4
<b>IDSN 3525</b>	<b>Building Systems 3</b>	<b>3</b>		IDSN <b>3525 Building SYSTEMS III</b>	3
IDSN 3531	Design Theories 3	3		IDSN 3531 DESIGN THEORIES III	3
IDSN <b>3551</b>	<b>Field Studies</b>	3	<b>#2a</b>	IDSN <b>3555 SITE TUTORIAL</b>	3
<b>IDSN 3590</b>	<b>Major Field Studies</b> Academic year	<b>3</b>	<b>#5a</b>	IDSN <b>3590 MAJOR SITE TUTORIAL</b> Academic year	3
IDSN 3600	Studio 6	4		IDSN 3600 STUDIO VI	4
<b>IDSN 3625</b>	<b>Contract Documentation</b>	<b>3</b>		IDSN <b>3625 Contract Documentation</b>	3
<b>IDSN 3635</b>	<b>Design Theories 4</b>	<b>3</b>		IDSN <b>3635 DESIGN THEORIES IV</b>	3
<b>IDSN 3642</b>	<b>Representation</b>	<b>3</b>		IDSN <b>3642 REPRESENTATION</b>	3
<b>IDSN 4060</b>	<b>Professional Experience</b>	<b>3</b>	<b>#5b</b>	IDSN <b>3660 Interior Design Practice EXPERIENCE</b>	3
<b>IDSN 4000</b>	<b>Senior Studio</b> Academic year	<b>8</b>	<b>#1d</b>	IDSN <b>4000 Senior STUDIO</b> Academic year	<b>12</b>
<b>IDSN 4720</b>	<b>Advanced Design Studies</b> Academic year	<b>6</b>		IDSN <b>4720 Advanced Design Studies</b> Academic year	<b>6</b>
<b>IDSN 4785</b>	<b>Professional Practice 1</b>	<b>3</b>	<b>#6</b>	IDSN <b>4785 PROFESSIONAL PRACTICE</b> Academic year	<b>6</b>
<b>IDSN 4880</b>	<b>Professional Practice 2</b>	<b>3</b>	<b>#6</b>		<b>0</b>
	<b>IDSN credits</b>	<b>113</b>		<b>IDSN credits</b>	<b>117</b>
	<i>Approved General Education Electives (incl. 3 credits @ 3000/4000 level) incl. ENG1100</i>	<b>15</b>		<i>Approved General Education Electives (incl. 3 credits @ 3000/4000 level) incl. ENG1100</i>	<b>15</b>
	<b>Total IDSN program credits</b>	<b>128</b>			<b>132</b>

## Rationale for Interior Design program changes Oct 26, 2010

Read in conjunction with the:

“IDSN 128 and 132 credit program comparison “document (previous page)

(Changes are highlighted in yellow on that document)

1. All **Studio courses** will be 4 credit courses if one semester; 8 credits if academic year-
  - a. **Studio 1** added 1 credit
  - b. allows studio course equity across stream and years
  - c. studio mixed mode hours reflect actual contact time in course
  - d. change of class size for lab portions of studio courses allowed us to revise credits –we were able to cut 4 credits in **Senior Studio**
2. **Course name changed** twice: (originally Technical Representation, then Design Communication now Technical Drawing)
  - a. A **name change** does not require a new number, course should originally have been proposed as a **revised course not a new course**
3. **Environmental Human Factors** proposed **course number** had been used in the past, new course number required
4. Two **2-credit AutoCAD courses** revised to **one 3- credit** Computer Drawing course and **name changed** to accurately reflect content
5. **Name changes**
  - a. from Major Site Tutorial to **Field Studies**
  - b. from Interior Design Practice Experience to **Professional Experience**
6. **Professional Practice** academic year course changed to two 3 credit semester courses due to content

December 01, 2010

## Bachelor of Interior Design

## General Education Electives

### New 128 credit Bachelor of Interior Design Program:

**IDSN General Education** requirements were approved at the Design Faculty Curriculum meeting on Nov 19<sup>th</sup>, 2010

Differences from our current requirements are noted in the chart below:

New IDSN 128 credit program	current IDSN 134 credit program reqt's
Not required	CMNS 1241 Professional Communications I (1.5 credits) and CMNS 1242 Professional Communications II (1.5 credits) or CMNS 1140 Business and Technical Communication - Theory and Application (3 credits)
ENGL 1100 or an approved writing intensive course at the 1100 level or higher	ENGL 1100 (3 credits)
Three elective courses (9 credits) from approved disciplines	Three elective courses (9 credits) from approved disciplines
One elective course (3 credits) at the 3000/4000 level from approved disciplines	Three upper level credits, which will be accomplished within the discipline specific required courses (IDSN 4780 Interior Design Business III)
IDSN 2375 Environmental Human Factors (3 credits)	

*The full text which will appear on our website is below:*

All Bachelor degrees require that students take general education courses in addition to discipline specific courses. Kwantlen Polytechnic University requires a minimum of 18 credits of General Education credits for all baccalaureate degrees.

For the Interior Design degree the following general education requirements must be met:

1. ENGL 1100 Writing, Reading and Thinking: An Introduction. (3 credits - refer to calendar) or an approved writing intensive course at the 1100 level or higher
2. Three (3) elective courses (9 credits) from approved disciplines (see list below)
3. IDSN 2375 Environmental Human Factors (3 credits)
4. One (1) elective course (3 credits) at the 3000/4000 level from approved disciplines

*Courses can be taken in any of the disciplines listed below, with a strong recommendation that students select from at least two of these disciplines (in addition to the required English course) especially if this is the candidate's first baccalaureate.*

**Approved Disciplines for Elective Courses:**

**Faculty of Humanities**

*(any courses in the following subjects)*

- [Creative Writing](#)
- [English](#)
- [Fine Arts](#)
- [Liberal Education](#)
- [Modern Languages](#)
- [Music](#)
- [Philosophy](#)

**Faculty of Social Sciences**

*(any courses in the following subjects)*

- [Anthropology](#)
- [Asian Studies](#)
- [Canadian Studies](#)
- [Criminology](#)
- [Geography](#)
- [History](#)
- [Political Science](#)
- [Psychology](#)
- [Sociology](#)
- [Journalism](#)

**Faculty of Design** only the following courses:

- GDMA 2140
- GDMA 2240
- FASN 2115

**School of Business**

*(any courses in the following subjects)*

- [Accounting](#)
- [Entrepreneurial Leadership](#)
- [Computer Science and Information Systems](#)
- [Economics](#)
- [Marketing](#)
- [Information Technology](#)
- [Human Resources Management](#)
- [Applied Communications](#)
- [Legal Administrative Studies](#)
- [Public Relations](#)
- [Business & Quantitative Methods \(BUQU\)](#)
  
- **Business:** only the following courses:
  - BUSI 1210 Essentials of Bus. Management
  - BUSI 1205 Supervisory Skills
  - BUSI 1215 Organizational Behaviour I
  - BUSI 2315 Human Relations in Organization
  - BUSI 2340 Pers. Mgt Skills/ Success in Bus.
  - BUSI 2390 Business Law
  - BUSI 2425 Enterprise Dev. & Bus. Planning
  - BUSI 2435 Development of Business Plans
  - BUSI 2450 Business Simulation
  - BUSI 2455 International Trade
  - BUSI 2465 Business Negotiations
  - BUSI 2490 International Business

**Science, Mathematics and Applied Sciences**

*(any courses in the following subjects)*

- [Astronomy](#)
- [Biology](#)
- [Chemistry](#)
- [Environmental protection](#)
- [General Sciences](#)
- [Mathematics](#)
- [Physics](#)
- [Geology](#)
- [Horticulture](#)

**Faculty of Community and Health Studies**

*(any courses)*

General Education courses taken at other institutions may be transferred for equivalent or unassigned credits.

Students should refer to Kwantlen's calendar for course descriptions and requirements for corequisites and prerequisites.

**SENATE**

**MEETING DATE:** *December 13, 2010*

**AGENDA #:** *11.1*

**PRESENTED BY:** *Mary Androsiuk*

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***Issue:*** Election of Chair for the Senate Standing Committee on the Library

***For approval:*** THAT Senate approve Romy Kozak as Chair of the Senate Standing Committee on the Library

**SENATE**

**MEETING DATE:** *December 13, 2010*

**AGENDA #:** *11.2*

**PREPARED BY:** *Mary Androsiuk*

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**Issue:** Library Impact Assessment

**For information:** At its October 19, 2010 meeting, the Senate Standing Committee on the Library approved the following motion: THAT the Senate Library Committee recommend to Senate that when full program proposals are presented to Senate inclusion of the Library Impact Assessment is required.

**For Approval:** THAT Senate require the inclusion of the Library Impact Assessment in full program proposals when they are presented to Senate.

**Issue:** Report from the Senate Standing Committee on Program Review

**For  
Information:**

The Senate Standing Committee on Program Review met on Wednesday, November 17, 2010. The following is a summary of recent program review activities (supplied by Facilitators Cathy Bray and Colleen McGoff Dean):

- **Criminology** – Good progress being made on self-study report with a draft expected by December and circulated to faculty in January.
- **Adult Basic Education** – Good progress being made on self-study report with a draft expected by December.
- **Graphic Design for Marketing (GDMA)** – Questionnaires prepared and in the process of distribution.
- **Political Science** – Questionnaire due back at the end of November, in time for some data analysis in December.
- **Bachelor of Psychiatric Nursing** – An introductory workshop was held for on October 19, 2010. A meeting with faculty will be held with regard to tasks and timelines on December 1.
- **Environmental Protection Technology** – This review has stalled. Attempts being made to get the review process back on track.
- **Creative Writing** – Start-up of review process expected shortly.
- **Special Education Teaching Assistant Program (SETA)** – Drafting their self-study report.
- **Horticulture Diploma** – Drafting their self-study report.
- **Modern Languages (MODL)** – Drafting their self-study report.
- **Bachelor of Technology in Information Technology (BTech)** – Developing surveys and other documents that can be used for their program review. Further meetings planned for late November.
- **Accounting (ACCT)** – Good progress being made. Surveys being finalized ready for distribution in late November through to January.
- **Human Resources Management (HRMT)** – Facilitator has met with program to set details for initial full-program planning session, due to start in January 2011.

- **Music** – Program review due to start January 2011.

**Other items discussed:**

- Final 2011/2012 SSCPR Budget Proposal being prepared for submission.
- Action plan funding proposals received and awards to two programs confirmed. Three other programs invited to resubmit.
- Representative from the Office of the Registrar expected to join SSCPR in January.
- The issue of Service area reviews continues to be an item of discussion.

**SENATE**

**MEETING DATE:** *December 13, 2010*

**AGENDA #:** *17*

**PRESENTED BY:** *Robert Hensley*

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**Issue:** Approval of graduates to December 13, 2010

**For approval:** That Senate approve the graduates to December 13, 2010

# Graduates for Senate Approval

**SENATE MEETING:** Monday, 13-Dec-2010

## **Graduates from the Faculty of Business**

### **Baccalaureate Degree**

#### **Bachelor of Business Administration in Human Resources Management**

Stefan Alexander A. Piamonte

### **Diploma**

#### **Diploma in Accounting**

Kirandeep Sidhu  
Robert Joseph Wildeman  
De Jian Zhao

#### **Diploma in Business Administration**

Yi Liu  
Tsz Kiu Yim

#### **Diploma in Business Management**

Charlton Avinash da Cruz  
Brittany Eliese Ratzlaff  
Congying Wang

#### **Diploma in General Business Studies**

Aftab Sandhu

### **Certificate**

#### **Certificate in General Business Studies**

Dilpreet Kaur Anand

#### **Certificate in Legal Administrative Studies**

Jaspreet Kaur Banwait  
Tabitha Jean Louise Duggan  
Robin Ann Dunseith  
Alyssa Jennifer Janes  
Natalia Marguerite Marsh  
Aislinn Dawn Merkel

## **Graduates from the Faculty of Community and Health Studies**

### **Certificate**

#### **Certificate in Health Unit Coordinator**

Shiba Amin  
With Distinction  
Arminder Kaur Bhinder  
With Distinction  
Sharlotte Adarshani Bidesi  
With Distinction  
Gagandeep Kaur Chahal  
With Distinction  
Roseanne Marie Deleeuw  
Chanpreet Dial  
With Distinction  
Leslie-Ann Domingo  
With Distinction

Brittney Louise Greene  
With Distinction  
Alexandra Rae Gunderson  
With Distinction  
Kimberly Ida Jang  
With Distinction  
Anna-Maria Kubala  
With Distinction  
Doreen Vandana Kumar  
With Distinction  
Sonia Lidder  
Afeefa Farha Naaz  
With Distinction  
Robin Michelle Nierychlo  
With Distinction  
Andrea Nicole Norgren  
With Distinction  
Vanessa Ordonez  
With Distinction  
Baljit Kaur Sanghera  
With Distinction  
Taylore Sidhu  
Thuy Ai Vo  
With Distinction  
Marissa Grace Wong  
With Distinction  
Angela Wood  
With Distinction

### **Citation**

#### **Citation in Graduate Nurse Re-Entry**

Tracy Carolyn Dodds  
With Distinction  
Leslie Christine West  
With Distinction

### **Graduates from the Faculty of Design**

#### **Certificate**

##### **Certificate in Fashion Marketing**

Francisca Hung-Yee Ngan

### **Graduates from the Faculty of Science and Horticulture**

#### **Diploma**

##### **Diploma in Horticulture Technology - Landscape Design and Installation**

Alyssa Richelle Chuback  
Danielle Michelle Mort

#### **Certificate**

##### **Certificate in Engineering**

Cedric Ethan Chang

## **Graduates from the Faculty of Social Sciences**

### **Baccalaureate Degree**

#### **Bachelor of Arts - Major in Psychology - Honours**

Stephanie Joy Drake

With Distinction

### **Associate Degree**

#### **Associate of Arts Degree in General Studies**

Tin-Zoo Chen

Andrew William Haugo

#### **Associate of Arts Degree in Psychology**

Sharmila Ramasamy

### **Diploma**

#### **Diploma in General Studies**

Yung-Tun Chang

Rajdeep Kaur Rai

### **Certificate**

#### **Certificate in Arts**

Olivia Nicole Motz