

MEETING OF THE PLANNING COUNCIL FOR OPEN LEARNING

23 June, 2014

Time: 10:00 am - noon

MINUTES

Place: OL 127

PLANNING COUNCIL PRESENT:

U. Scheck – Chair (TRU)
G. Tarzwell – Vice Chair (TRU)
C. Adam (TRU)
I. DeVries (TRU)
S. Read (TRU)
M. Lamberson (UBC)
A. Pappas (TRU) (teleconference)
D. Stanley (TRU) (Teleconference)
J. Aragon (UVic) (Videoconference)
K. Thomas (NVIT) (Teleconference)
M. Sanchez (TRU) (Teleconference)
C. Wihak (TRU) (Teleconference)
K. Denton (Douglas College) (Teleconference)

PLANNING COUNCIL ABSENT:

D. Loblaw (TRU) (Teleconference)
J. Sparks (TRU)

EXECUTIVE AND OTHERS PRESENT:

S. Jackson, Notetaker (TRU)
M. Wallin, Chair, Graduate Studies Committee (TRU)
D. Thompson, Associate Dean, School of Business & Economics (TRU)
D. Petri, Associate Dean, Faculty of Nursing (TRU)
B. Daly, Academic Director, Faculty of Science (TRU)
P. Neufeld, Interim Dean, Faculty of Human, Social and Educational Development (TRU)
V. Peachey, Director, Delivery, Open Learning (TRU)
A. Lavack, School of Business & Economics (TRU)
A. Olynyk, Alumni Association (TRU)

1. PRELIMINARY ITEMS

a. Call to Order

U. Scheck in the Chair. The meeting being duly constituted for the conduct of business, the Chair called the meeting to order at 10:04 am.

b. Adoption of Agenda

On motion duly made and adopted, it was **RESOLVED** to approve the agenda as presented.

c. Adoption of Minutes – 28 November, 2013 

On motion duly made and adopted, it was RESOLVED to approve the minutes from the meeting of 19 November, 2013 as presented.

2. BUSINESS ARISING FROM MINUTES

a. **Masters of Business Administration, and BUSN courses**

G. Tarzwell directed PCOL members to the minutes of the last meeting when consideration of 21 business courses, together with the Masters of Business Administration program, had been tabled pending clarification. It was agreed to deal with the courses first.

D. Thompson reported that the Dean of the School of Business & Economics (SoBE) had met with G. Tarzwell, Vice Provost, Open Learning. SoBE has been under the impression since then that this would be the same program for campus and OL, with one set of entrance requirements, and that's how SoBE has operated for the last year. When the program was designed, it was made as open as possible. SoBE believed that 18 months ago, they got agreement "from the top" to run it as one program, regardless of the delivery mode, and they have been running the program like that ever since. SoBE wants PCOL to allow them to continue offering the MBA, to be adopted for all modes of delivery. SoBE is applying for accreditation, so there is a concern that if we fail to get accreditation, then our degrees will not be as good as other accredited Business School degrees. Therefore it is not advisable to have two MBAs with different entrance requirements.

The issue of paced courses vs. non-paced courses was discussed. D Thompson noted that right now, all MBA online courses are paced, because a premium is placed on interaction in classes by the accreditation body. We need to get ACCSB accreditation as quickly as possible to stay competitive with Athabasca. It is also an accreditation requirement that the majority of courses incorporate groupwork, which is another reason why paced courses are so important. The ACCSB would be concerned with having different standards for the same program within the same institution. ACCSB imposes limits on things such as residency and PLAR; they are very open to distance and open learning but they recognize there are limits.

M. Lamberson suggested that, if we are saying that students have to register in a program in order to be admitted into a course, then that's not really open. M. Lamberson did not have an issue with cohorts.

Admission to the MBA as a prerequisite was discussed. Prerequisites have been accepted by PCOL in the past for reasons of safety and accreditation. Most employer groups want specific criteria, and won't hire our graduates unless we include it.

A. Lavack noted that having students as part of the program helps to ensure that they are committed to the group work in the program. C. Wihak asked what evidence there is that students paying \$1,500 tuition to take a course would not be motivated even if they are not in the program

D. Thompson indicated the School of Business would be comfortable changing the BUSN course prerequisites wording to: "As long as students meet the entrance requirements, they can be admitted into individual courses; students do not have to be registered in a program to take these courses."

NEW COURSES:

BUSN 5011: Managerial Statistics

Pre-requisites: Meets the admission requirements to the Graduate Certificate in Business Administration.

BUSN 5021: Financial Accounting

Pre-requisites: Meets the admission requirements to the Graduate Certificate in Business Administration.

BUSN 5031: Management Accounting

Pre-requisites: BUSN 5021

BUSN 5041: Global Economics

Pre-requisites: Meets the admission requirements to the Graduate Certificate in Business Administration.

BUSN 5051: Marketing Management

Pre-requisites: Meets the admission requirements to the Graduate Certificate in Business Administration.

BUSN 5061: Human Resource Management

Pre-requisites: Meets the admission requirements to the Graduate Certificate in Business Administration.

BUSN 6011: Ethics and Corporate Social Responsibility

Pre-requisites: Meets the admission requirements to the MBA.

BUSN 6021: Corporate Finance

Pre-requisites: Meets the admission requirements to the MBA.

BUSN 6031: International Business

Pre-requisites: Meets the admission requirements to the MBA.

BUSN 6041: Leadership and Organizational Development

Pre-requisites: Meets the admission requirements to the MBA.

BUSN 6051: Supply Chain Management

Pre-requisites: Meets the admission requirements to the MBA.

BUSN 6061: Strategic Management Information Systems

Pre-requisites: Meets the admission requirements to the MBA.

BUSN 6071: Project Management and Consulting Methods

Pre-requisites: BUSN 6041

BUSN 6081: Strategic Management

Pre-requisites: Completion of all other MBA Core Courses.

BUSN 6151: Advanced Marketing Management

Pre-requisites: Meets the admission requirements to the MBA.

BUSN 6211: Advanced Corporate Finance

Pre-requisites: BUSN 6021

BUSN 6251: Decision Analysis and Modelling

Pre-requisites: Meets the admission requirements to the MBA.

BUSN 6311: Innovation and Entrepreneurship

Pre-requisites: BUSN 6021

BUSN 6951: Research Methods, Preparation & Presentation

Pre-requisites: Approval of the MBA Committee

BUSN 6961: Graduate Thesis

Pre-requisites: BUSN 6951

BUSN 6971: Graduate Project

Pre-requisites: BUSN 6951

Upon motion duly made and adopted, it was resolved that PCOL will accept prerequisites for **BUSMN** courses as presented in the November 2013 minutes, but students will only need to meet the admission requirements of the MBA and the Graduate Certificate in Business Administration rather than being admitted to those programs. (I.e. the prerequisites will state: Meets the admission requirements to the MBA; or Meets the admission requirements to the Graduate Certificate in Business Administration.)

MOTION CARRIED.

Master of Business Administration proposed requirements:

Education Requirements: To be admitted to the TRU MBA, students must complete the courses in the MBA Foundation (Graduate Certificate in Business Administration) with a grade of B (GPA 3.00) or higher or be exempted.

(Note: all students must first be admitted to the Graduate Certificate in Business Administration.)

Residency Requirements: If the thesis route is chosen a residency of 30 credits.

If the non-thesis route is chosen a residency of 27 credits.

(Note: In either case students are allowed only nine (9) credits of transfer credit and zero (0) credits of PLAR.)

Maximum PLAR Allowable: Zero (0).

G. Tarzwell suggested breaking approval of the MBA program down into 3 parts: educational requirements; residency; PLAR.

Educational requirements:

Upon motion duly made and adopted, it was resolved that to be admitted to the TRU MBA, students must complete the courses in the MBA Foundation (Graduate Certificate in Business Administration) with a grade of B (GPA 3.00) or higher or be exempted. (Note: all students must be eligible to be admitted into the Graduate Certificate in Business Administration).

MOTION CARRIED.

Residency requirements:

SoBE suggested a higher residency requirement is needed because of accreditation.

Upon motion duly made and adopted, it was resolved that Residency should be 50% of the MBA courses, i.e. 21 MBA credits for both the thesis and non-thesis route.

MOTION CARRIED.

PLAR requirements:

M. Wallin, Chair of the Graduate Studies Committee, indicated that GSC was very nervous of PLAR at the graduate level, stating that TRU's graduate programs are young, and our reputation and credibility are at stake.

Be it resolved that PLAR can be used for all non-residency requirements.

MOTION DEFEATED.

Be it resolved that PLAR cannot be used to satisfy residency requirements or thesis requirements.

MOTION CARRIED.

3. REPORT OF OFFICERS

a. Provost and Vice-President, Academic

U. Scheck advised the PCOL that TRU had developed strategic priorities, and was in the process of developing learning outcomes for our programs.

b. Vice-Provost, Open Learning

G. Tarzwell reported that SD73 had officially joined the OL Consortium.

4. OPEN LEARNING PROGRAMS/COURSES

a. Course/Program Report – Vice-Provost, Open Learning

CRIM 4991: Directed Studies in Criminology

Pre-requisites: Lower level requirements of the Bachelor of Arts Criminology Major and a minimum of 15 upper level credits in Criminology. (This is a capstone course in the Criminology major).

ITEM TABLED due to no representative from Arts at the meeting.

EDUC ~~5010 (to 5011)~~1: Research Methods

Pre-requisites: Completion of a recognized undergraduate degree with an undergraduate GPA of 3.0. It is recommended that applicants are currently enrolled in an approved graduate program.

EDUC ~~5020~~5021: History and Philosophy of Education

Pre-requisites: Completion of a recognized undergraduate degree with an undergraduate GPA of 3.0. It is recommended that applicants are currently enrolled in an approved graduate program.

EDUC ~~5040~~5041: Diversity: Constructing Social Realities

Pre-requisites: Completion of a recognized undergraduate degree with an undergraduate GPA of 3.0. It is recommended that applicants are currently enrolled in an approved graduate program.

EDUC ~~5280~~5281: Capstone Seminar

Pre-requisites: As this is the culminating course in the capstone course exit option for the M. Ed., all other courses in the M. Ed. must be completed.

EDUC ~~5500~~5501: Introduction to Counselling Skills

Pre-requisites: Completion of a recognized undergraduate degree, undergraduate GPA of 3.0 and admission to an approved graduate program in counselling.

EDUC ~~5510~~5511: Theories in Counselling

Pre-requisites: Completion of a recognized undergraduate degree, undergraduate GPA of 3.0 and admission to an approved graduate program in counselling.

EDUC ~~5520~~5521: Assessment and Evaluation

Pre-requisites: Completion of a recognized undergraduate degree, undergraduate GPA of 3.0 and admission to an approved graduate program in counselling.

EDUC ~~5550~~5551: Introduction to Secondary School

Pre-requisites: Completion of a recognized undergraduate degree, Counselling undergraduate GPA of 3.0 and admission to an approved graduate program in counselling.

EDUC ~~5560~~5561: Career Counselling and Development

Pre-requisites: Completion of a recognized undergraduate degree, undergraduate GPA of 3.0 and admission to an approved graduate program in counselling.

ENGL 4261: Studies in Canadian Literature

Pre-requisites: None.

PHIL 1111: Introduction to Critical Thinking

Pre-requisites: None.

SOCI 3621: Food Security in a Global Setting

Pre-requisites: SOCI 1111 and SOCI 1121 or equivalent is recommended.

On motion duly made and adopted, it was RESOLVED to approve the prerequisites for the above OL courses.

NEW PROGRAM:

Medical Laboratory Assistant National Certificate Program

Education Requirements: Grade 12 or equivalent (GED acceptable) as required for MLA employment. Basic computer skills with typing at 40 words per minute on a 5-minute test as required by the approving body: BCSLS (BC society for Laboratory Science). **Criminal Record Check**, a pre-practicum and pre-employment requirement. **Hepatitis B vaccination**, a pre practicum and pre-employment requirement. [Confirmation of a practicum training site](#). Certain admission requirements may be waived by permission of the Academic Director or designate.

Residency Requirements: 6 credits

On motion duly made and adopted, it was RESOLVED to approve the entrance/residency requirements for the Medical Laboratory Assistant National Certificate Program.

PROGRAM REVISIONS

Bachelor of Technology

Current: Admission Requirement: A two-year Diploma of Technology or equivalent.

Proposed New: Admission Requirement: A two year Diploma of Technology or recognized Trades qualification or equivalent. Students are expected to have University-level writing skills upon entry. Those who do not should enroll in an introductory first-year English Composition or University Writing course.

Upon motion duly made and adopted, it was resolved to approve the revised admission requirements for the Bachelor of Technology.

Health Care Assistant (HCA) Program

Current:

1. Educational Requirement: Grade 11 is recommended or satisfactory completion of English Assessment as per TRU-OL guidelines
2. General admission Requirements (pre-program admission):
Satisfactory and current Criminal Record Check
Health Status Declaration
Ability to use the computer and internet at a basic skill level
Phone interview with the School of Nursing Student Advisor

Proposed New:

1. Educational Requirement: Successful completion of Grade 10 required; completion of Grade 11 strongly recommended; Grade 10 English or equivalent required; Grade 11 English or equivalent strongly recommended. (Students must demonstrate an ability to speak, read, comprehend and write English at a minimum grade 10 level)
2. General admission Requirements (pre-program admission)
 - a. Satisfactory and current Criminal Record Check
 - b. Health Status DeclarationAbility to use the computer and internet at a basic skill level

Course Pre-requisites:

The following changes are required to meet the minimum requirements set out by the BC Care Aide & Community Health Worker Registry and to ensure the safety of the public (clients, staff etc) when students engage in practical skills and practice. HLTH 1155 can only be taken following admission to the program (includes meeting the requirement of the CRC, immunizations up to date, health declaration etc) and the successful completion of all theory courses, HLTH 1301 is the first practice course and can only be taken upon admission to the program and completion of all theory courses and the skills practicum course – patients are put in harm’s way if this does not occur. HLTH 1251 is the final course of the program – students must have successfully completed all other courses before they can complete this course as it entails students being preceptored by other HCA’s in private homes – the risk is huge if students were allowed to go into a private home without demonstrating knowledge and skill.

Current:

HLTH 1155: Personal Care and Assistance (Skills Practicum)

Pre-requisites: HLTH 1051, 1001, 1011, 1101, 1201, 1351, 1153 strongly recommended

HLTH 1251 Practice Experience in Home Support and/or Assisted Living

Pre-requisites: HLTH 1051, 1001, 1011, 1101, 1201, 1351, 1153, 1155, 1301 strongly recommended

HLTH 1301 Practice experience in Multi-level or Complex Care

Pre-requisites: HLTH 1051, 1001, 1011, 1101, 1201, 1351, 1153, 1155 strongly recommended

Proposed New:

HLTH 1155: Personal Care and Assistance (Skills Practicum)

Pre-requisites: Admission to the program and HLTH 1051, 1001, 1011, 1101, 1201, 1351, 1153 required

HLTH 1251 Practice Experience in Home Support and/or Assisted Living

Pre-requisites: Admission to the program and HLTH 1051, 1001, 1011, 1101, 1201, 1351, 1153, 1155, 1301 required

HLTH 1301 Practice experience in Multi-level or Complex Care

Pre-requisites: Admission to the program and HLTH 1051, 1001, 1011, 1101, 1201, 1351, 1153, 1155 required

Upon motion duly made and adopted, it was resolved to approve the revised admission requirements for the Health Care Assistant (HCA) program as presented.

For Information Only:

COURSE CANCELLATION:

HLTH 1071 : Aboriginal Pathways to Health Careers

The course will be redeveloped to be offered as an online OER course.

COURSE CLOSURES:

ENGL 1001, PSYC 1111, HIST 3991, CRIM 1161, CRIM 2251, CRIM 2261, CRIM 2521

Approved for closure when/once the Standard Web method of delivery is available.

FREN 1001 and FREN 1011

Only closing the print method of delivery.

5. INFORMATION

- a. November 2013 PCOL report to Senate

Note: all PCOL reports are available at website <https://www.tru.ca/planningcouncil/reports.html>

6. ENROLMENTS

- a. Enrolment Report – Vice-Provost, Open Learning

See attached. 

7. CORRESPONDENCE

- a. None

8. CLOSING REMARKS

- a. Adjournment – meeting adjourned at 12:12 p.m.