

MEETING OF THE PLANNING COUNCIL FOR OPEN LEARNING

8 December, 2014

Time: 10:00 am - noon	MINUTES	Place: OL 127
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PLANNING COUNCIL PRESENT:

Ulrich Scheck (TRU)
Kate Sutherland (TRU)
Christine Adam (TRU)
Irwin DeVries (TRU)
Shawn Read (TRU)
Christine Wihak (TRU)
John Sparks (TRU)
Monica Sanchez (TRU)
Tom Dickinson (TRU)
Doug Loblaw (TRU) (teleconference)
Don Stanley (TRU) (teleconference)
Michelle Lamberson (videoconference)
Janni Aragon (teleconference)

PLANNING COUNCIL ABSENT:

Kathy Denton (Douglas College)
Matthew Sympovsky (TRU)

OTHERS PRESENT:

Lloyd Loveday (TRU)
Dave Sheets (TRU)
Donna Petri (TRU)
Gord Tarzwell (TRU)
Lauren Jensen (TRU)
Greg Link (TRU)
Shirley Jackson (TRU) (Notetaker)

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 – 23 June, 2013 

On page 4 of the minutes, BUSM was changed to BUSN (typo).

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

Shawn Read was thanked for his service to PCOL. This will be his last meeting, as his term of office expires before the next scheduled meeting.

2. BUSINESS ARISING FROM MINUTES

a. PLAR Report

C. Wihak, Director, Prior Learning Assessment & Recognition (PLAR) reported that no enquiries had been received from MBA students to undertake PLAR. One student has undertaken PLAR for an internship for the Graduate Certificate in Child & Youth Mental Health. There could be a continuing need because it is difficult for social work students to find internships and many already work in the field, so ideally they should not have to take time out from a paid job to find a position as volunteer.

At the November 2013 meeting, PCOL passed a motion that all PLAR credits applicable to Graduate programs not be counted as satisfying TRU's residency requirements for OL Graduate programs. The motion will be reviewed annually, and TRU will continue to monitor the situation.

b. Email vote to amend Student Election procedures

In July 2014, PCOL voted to change the student elections procedures.

Prior to July 2014, the Student Elections Procedures read: To be eligible for nomination for a student position, a student must be a student in good standing and be enrolled in a course or program of sufficient length to complete their one-year term in office.

Going forward, "good standing" will be defined as: a student who is in good academic standing (as per policies ED 3-2 and ED 5-0) and does not have any non-academic issues/disciplinary actions on their student record. This includes financial holds and student conduct.

Prior to July 2014, the Student Elections Procedures read: Currently students need at least 3 nominators to be nominated to the Planning Council for Open Learning.

Going forward, nominations for student members of the Planning Council for Open Learning will not require a nomination.

Prior to July 2014, the voting period was 2 weeks.

Going forward, the voting period will be 3 days.

PCOL members were asked to vote by email prior to 25 July 2014, and eleven votes were received in favour of amending the Student Elections Procedures. The motion to amend the Student Election

Procedures was therefore carried.

3. REPORT OF OFFICERS

a. **Provost and Vice-President, Academic**

Dr. U. Scheck reported that Dr. G. Tarzwell, former Vice Provost, Open Learning, had taken over the position of interim Dean of the School of Business and Economics whilst a search for a new Dean is undertaken. Dr. Tarzwell was publicly thanked for his willingness to take on this role. Dr. K. Sutherland had kindly taken on the role of interim Vice Provost, Open Learning.

Dr. Alan Shaver's position as President has been confirmed for a further 3-year term. Dr. U. Scheck is not seeking a second term as Provost, and will return to Faculty as at 30th June, 2015.

b. **Vice-Provost, Open Learning**

Dr. G. Tarzwell reported that bargaining had been completed with the TRU Open Learning Faculty Association (TRUOLFA). The new agreement was endorsed by the OL Faculty Association in late November, and approved by the TRU Board of Governors last Friday.

G. Link, Director of Admissions and Enrolment Services, reported on the Registrar's Office re-organization to bring TRU registrarial services all under one umbrella. The two Registrar's budgets will be merged next April. An overall mission statement for all aspects of the Registrar's Office will be released in the next week or so. An Integration Steering Committee has been put together to steer the process, and a series of smaller committees have been created. One Integration Committee's work has been completed (Systems Support Team). Other committees are active (Transfer Credit; Audit and Articulation; Records; Graduation; Advising; Admissions; Scheduling; Fees; Curriculum; Governance. A Service Standards Committee has also been established.

L. Jensen, Director of Planning & Effectiveness, reported on Service Plans and budgets. All the OL Directors had met and come up with common themes. They had formalized/shared common goals around connection: connection to students; connection to campus; connection to systems; and connection to community. The goals fit well into our strategic priorities, and the service plan that has been built weaves through these strategic priorities. J. Read, Director, Marketing & Communications was publicly thanked for her input to this exercise.

Dr. K. Sutherland reported on Ministry meetings. This concept of connecting the Credit Bank with e-learning portfolios was presented to the Ministry, who were very enthusiastic. This is block credit banking for non-traditional learning pathways, and expands on the e-portfolio project. We are branching out into campus with this project, to increase the uptake of PLAR and also credit banking. We had used PLAR and the Credit Bank randomly across campus before, but now we are centralizing them in the Centre for Teaching & Learning.

4. OPEN LEARNING PROGRAMS/COURSES

NEW COURSES:

a) **CRIM 4991: Directed Studies in Criminology**

Pre-requisites: General education and lower level requirements of the Bachelor of Arts – Criminology Major and a minimum of 15 upper-level credits in Criminology.

b) CYMH 5xxx: Context and Theory: Adoptions and Mental Health

Pre-requisites: Completion of a recognized bachelor's degree or master's degree. It is recommended that applicants have a degree in child and youth care, nursing, social work, education or psychology. A minimum grade point average (GPA) of 3.0 is recommended. **

c) CYMH 5xxx: Integration of Adoptions and Mental Health to Practice

Pre-requisites: Completion of a recognized bachelor's degree or master's degree. It is recommended that applicants have a degree in child and youth care, nursing, social work, education or psychology. A minimum grade point average (GPA) of 3.0 is recommended. **

d) MDLB 1991 – Laboratory Practicum – Evaluation of National Competencies

Pre-requisites: Admission to the Medical Laboratory Assistant National Certificate program and completion of HLTH 1981, MDLB 1221, MDLB 1321, MDLB 1521 and MDLB 1661 are required.

On motion duly made and adopted, it was RESOLVED to approve the prerequisites for the above new courses as presented. **NOTE: The CYMH courses were approved on the understanding that the GPA will be clarified, and such clarification will be provided to PCOL for information at the next meeting.

NEW PROGRAMS:

a) Computing Science Diploma

Admission Requirements: Same as the Bachelor of Computing Science degree: Students must have completed: 1. Principles of Math 12 or Pre-calculus 12 with C+ or better within the past 2 years or equivalent. 2. English 12/English 12 First Peoples with a minimum of 73% (within the last 5 years) or Level 4, on the composition section of the Language Proficiency Index (within the last 2 years) or completion of English 0600 or completion of ESAL 0580 with a grade of C+ or better.

Item TABLED, as no representation from the relevant Faculty or School was present.

b) Interprofessional Mental Health Practice Certificate

Admission Requirements: A minimum of a Bachelor Degree in an accredited health profession program (eg. Nursing, social work, clinical psychology, medicine, counseling) or permission from the School of Nursing.

NOTE: The sentence "Undergraduate students in nursing or social work eligible to take upper level courses" was removed from the admission requirements.

c) Interprofessional Substance Use Practice Certificate

Admission Requirements: A minimum of a Bachelor Degree in an accredited health profession program (eg. Nursing, social work, clinical psychology, medicine, counseling) or permission from the School of Nursing.

NOTE: The sentence "Undergraduate students in nursing or social work eligible to take upper level courses" was removed from the admission requirements.

d) Minor in Psychology, Bachelor of Arts

Admission Requirements: Admission to a Bachelor of Arts Major program.

e) Minor in Sociology, Bachelor of Arts

Admission Requirements: Admission to a Bachelor of Arts Major program.

- f) **Minor in English, Bachelor of Arts**
Admission Requirements: Admission to a Bachelor of Arts Major program.
- g) **Minor in History, Bachelor of Arts**
Admission Requirements: Admission to a Bachelor of Arts Major program.

On motion duly made and adopted, it was RESOLVED to approve the admission requirements for the above new programs.

PROGRAM REVISIONS:

- a) **Health Care Assistant (HCA) Program**

Item **WITHDRAWN** as the prerequisites were approved at the last PCOL meeting.

COURSE CLOSURE (FOR INFORMATION ONLY)

- a) **HLTH 1071 : Aboriginal Pathways to Health Careers**

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

5. INFORMATION

- a. June 2014 PCOL report to Senate 

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

6. ENROLMENTS

L. Jenson, Director of Planning & Effectiveness, reported that total domestic FTEs have increased 2.07% since last year, and total international FTEs have decreased by 2.89%. Total OL domestic enrolments have increased by 0.53%, and total OL international enrolments have increased by 5.14%. ABE FTEs are down 6.35% from last year, while PLAR FTEs have increased by 15.65. ABE enrolments are down 6.3% from last year, whilst PLAR enrolments are down by 10.34%.

TRU signed a Memorandum of Understanding with School District #73 to broaden our ABE offerings.

7. CORRESPONDENCE

No correspondence was received.

8. CLOSING REMARKS

- a. The next PCOL has been tentatively scheduled for 2 June 2015
- b. The meeting was adjourned at 11:37 am.

