



Minutes of the Meeting of the  
**EDUCATION COUNCIL CURRICULUM COMMITTEE**  
 held on Friday March 28, 2008 at 12:30 pm in LB321

Present: Jackie Snodgrass (Chair), Peter Holden, Melanie Fahlman-Reid, Marion Haythorne, Karin Hall, Janet Canning, Karin Jager, Mahak Yaseri, Grace McNab, Lynne Moran, Wendy Dansie, Paul Dangerfield, Itidal Sadek, Anna Lee Boulton, Lynn Jest, Violet Jessen, Mary Jukich (Recording Secretary)

Guests: Rita Grenville, Judith Watson, Jennifer Moore, Jane Still, Jim Wallace, Aurelea Mahood, Marja de Jong-Westman, Robert Diab, Cara Zaskow,

Regrets: Dorothy Jantzen, Doug Johnstone

**1. AGENDA**

Item #4 - Access to Practical Nursing was moved to item #3.

*On the motion of Melanie Fahlman-Reid seconded by Wendy Dansie,  
 the Agenda was approved with the noted change.*

**CARRIED**

**2. MINUTES**

*On the motion of Peter Holden second by Anna Lee Boulton,  
 the Minutes of February 15, 2008 were approved.*

**CARRIED**

**3. APPLIED BUSINESS TECHNOLOGY**

Administrative Assistant Online  
 ABTO 122 – Website Design and Maintenance  
 ABTO 123 – Transcription  
 Legal Administrative Assistant Program Profile  
 Legal Administrative Assistant Online Program Profile  
 LGAO 165 – Personal Injury  
*Presented by: Marion Haythorne*

The Committee requested some minor changes to ABTO 122 which consisted of maintaining consistency in the spelling of “website” and under “Prior Learning Assessment” the words “BC transfer guide” be inserted after “transfer credit”.

*Melanie Fahlman-Reid moved and Anna Lee Boulton seconded that*

**08/09** ABTO 122 Website Design and Maintenance with minor revisions and ABTO 123 Transcription be recommended for approval to the Education Council.

**CARRIED**

Administrative Assistant Online program was designed for students to learn skills that are required in office environments. ABTO 122 and ABTO 123 courses are new to the program.

*Wendy Dansie moved and Melanie Fahlman-Reid seconded that:*

**08/10** Final approval of Administrative Assistant Online be recommended for approval to the Education Council.

**CARRIED**

Legal Administrative Assistant Program Profile was revised because LGST 118 Language Skill Development was removed from this program and the new program profile now reflects the removal of this course.

*Melanie Fahlman-Reid moved and Janet Canning seconded that:*

**08/11** The revision to the Legal Administrative Assistant Program Profile be recommended for approval to the Education Council.

**CARRIED**

LGAO 165 Personal Injury is a new elective course being added to the Legal Administrative Assistant Online Program.

*Lynne Moran moved and Melanie Fahlman-Reid seconded that:*

**08/12** LGAO 165 Personal Injury be recommended for approval to the Education Council.

**CARRIED**

Legal Administrative Assistant Online Program Profile was revised because of the addition of a new elective course, LGAO 165 Personal Injury.

*Paul Dangerfield moved and Anna Lee Boulton seconded that:*

**08/13** The revision to the Legal Administrative Assistant Online Program Profile be recommended for approval to the Education Council.

**CARRIED**

#### **4. ACCESS TO PRACTICAL NURSING**

NURS 100 – Professional Growth 1  
 NURS 101 – Health A  
 NURS 102 – Healing A  
 NURS 103 – Human Anatomy and Physiology  
 NURS 104 – Pharmacology A  
 NURS 105 – Nursing Arts A  
 NURS 106 – Human Relations A  
 NURS 107 – Practicum A  
 NURS 110 – Professional Growth 2  
 NURS 111 – Health B Acute/Chronic Care  
 NURS 112 – Healing B  
 NURS 115 – Nursing Arts B  
 NURS 117 – Practicum B  
 NURS 120 – Preceptorship  
 Admission Requirements  
 Access to Practical Nursing Program Profile  
*Presented by: Rita Greenville*

NURS 111 will be dealt with at the April 18<sup>th</sup> ECCC meeting.

This program is offered at the Sunshine Coast Campus and mirrors the program offered at Vancouver Community College (“VCC”). The courses are being revised to conform with the contact hours, credit hours and timetabling of the courses that are offered at VCC.

*Itidal Sadek moved and Peter Holden seconded that:*

- 08/14** The revisions to NURS 100 Professional Growth 1  
NURS 101 Health A, NURS 102 Healing A, NURS 103  
Human Anatomy and Physiology, NURS 104 Pharmacology A,  
NURS 105 Nursing Arts A, NURS 106 Human Relations A,  
NURS 107 Practicum A, NURS 110 Professional Growth 2,  
NURS 112 Healing B, NURS 115 Nursing Arts B, NURS 117  
Practicum B, and NURS 120 Preceptorship be recommended  
for approval to the Education Council.

**CARRIED**  
**8 for**  
**3 opposed**  
**3 absentions**

The admission requirements are being revised to include a Math Assessment Test to conform with the admission requirements for this program at Vancouver Community College.

*Lynne Moran moved and Anna Lee Boulton seconded that:*

- 08/15** The revision to the admission requirements for the  
Access to Practical Nursing Program be recommended  
for approval to the Education Council.

**CARRIED**

The Program Profile has been revised to indicate that the credit hours have increased and some courses continue onto the subsequent semester.

*Lynne Moran moved and Paul Dangerfield seconded that:*

- 08/16** The revisions to the Access to Practical Nursing Program  
Profile be recommended for approval to the Education  
Council.

**CARRIED**  
**2 absentions**

## 5. SCHOOL OF BUSINESS

Business Administration Diploma Program –  
Admission Requirements

*Presented by: Judith Watson*

The admission requirements for the Business Administration Diploma Program have been revised to reflect the addition of BTEC 115 as an alternative to the entry requirements.

*Grace McNab moved and Peter Holden seconded that:*

- 08/17** The revision to the admission requirements for the Business  
Administration Diploma Program be recommended for  
approval to the Education Council.

**CARRIED**

## 6. SCHOOL OF MOTION PICTURE ARTS

Documentary

DOCS 101 – Documentary Equipment Field Use

DOCS 107 – Documentary Audio and Video Post Production - Foundation

DOCS 111 – Documentary Development, Level I

DOCS 121 – Documentary Story, Level I

DOCS 123 – Documentary Story, Level II

DOCS 127 – Documentary Studies I

DOCS 137 – Documentary Project I

*Presented by: Jennifer Moore*

There was a discussion on the language requirements and the Committee requested Jennifer to look into this issue with a recommendation for Jennifer to contact the Communications Department.

*Marion Haythorne and Melanie Fahlman-Reid seconded that:*

**08/18** DOCS 101 Documentary Equipment Field Use, DOCS 107 Documentary Audio and Video Post Production – Foundation, DOCS 111 Documentary Development, Level I, DOCS 121 Documentary Story, Level I, DOCS 123 Documentary Story, Level II, DOCS 127 Documentary Studies I and DOCS 137 Documentary Project I be recommended for approval to the Education Council.

**CARRIED**

Documentary is a new 8-month, 33 credit program which will be offered at the North Vancouver Campus and will enable students to develop skills to become independent filmmakers.

*Melanie Fahlman-Reid moved and Itidal Sadek seconded that:*

**08/19** Final approval of Documentary be recommended for approval to the Education Council.

**CARRIED**

## **7. SCHOOL OF MOTION PICTURE ARTS**

Film Institute

FINS 399 – Professional Film Making

*Presented by: Jim Wallace*

Film Institute is a new program which will run in the summer and is designed to broaden and enhance filmmaking skills of recent grads. FINS 399 Professional Film Making is a new course developed for this program. On the Course Approval Form, the Committee requested that under “English Usage” the words “academic English” be changed to “standard written English”.

*Anna Lee Boulton moved and Grace McNab seconded that:*

**08/20** Final approval to Film Institute and the new course FINS 399 Professional Film Making with the minor revision be recommended for approval to the Education Council.

**CARRIED**

## **8. CULTURENET**

Culture and Technology Program Profile

*Presented by: Aurelea Mahood*

Culture and Technology Program Profile was approved in January 2007 as a 66 credit program. The new Program Profile is more streamlined and user-friendly and has been standardized to a 60 credit degree.

*Wendy Dansie moved and Melanie Fahlman-Reid seconded that:*

**08/21** The revisions to Culture and Technology Program Profile be recommended for approval to the Education Council.

**CARRIED**

## **9. BIOLOGY**

BIOL 112 – Human Anatomy and Physiology I  
 BIOL 113 – Human Anatomy and Physiology II  
 BIOL 202 – Nutrition  
*Presented by: Marja de Jong-Westman*

BIOL 112 Human Anatomy and Physiology I and BIOL 202 Nutrition are new courses that are being offered to meet the requirements for non-science majors.

BIOL 113 Human Anatomy and Physiology II is being revised to reflect the pre-requisite change of BIOL 112.

There was a discussion regarding the similarity of BIOL 112 and BIOL 104 that is currently being offered. The Committee requested that on the Course Approval Forms, under “English Usage”, that the word “English” be replaced with “standard written English”.

*Anna Lee Boulton moved and Karin Jager seconded that:*

**08/22** BIOL 112 Human Anatomy and Physiology I and the revisions to BIOL 113 be recommended for approval with the stipulation that Marja de Jong-Westman sort out with Cheryl the equivalency between BIOL 104 and BIOL 112.

**CARRIED**

*Melanie Fahlman-Reid moved and Paul Dangerfield seconded that:*

**08/23** BIOL 202 Nutrition be recommended for approval to the Education Council.

**CARRIED**

## 10. INSTITUTE OF PARALEGAL STUDIES

IPS 140 and IPS 150 Equivalency for Prerequisites  
 IPS 151 – Evidence  
 IPS 155 – Conveyancing Procedures  
 IPS 157 – Wills and Probate Procedures  
 IPS 180 – Contracts I  
 IPS 252 – Torts I  
 IPS 253 – Company Law  
 IPS 256 – Family Law  
 IPS 271 – Administrative Law  
*Presented by: Robert Diab*

These courses have all had their pre-requisites changed to IPS 150 or IPS 140 because IPS 150 and IPS 140 are recognized as being equivalent.

*Itidal Sadek moved and Peter Holden seconded that:*

**08/24** The revisions to the pre-requisites for IPS 151 Evidence, IPS 155 Conveyancing Procedures, IPS 157 Wills and Probate Procedures, IPS 180 Contracts I, IPS 252 Torts I, IPS 253 Company Law, IPS 256 Family Law and IPS 271 Administrative Law be recommended for approval to the Education Council.

**CARRIED**

## 11. PSYCHOLOGY

PSYC 440 – Contemporary Topics in Psychology

*Presented by: Cara Zaskow*

This course was developed for students who want to study psychology but do not want to pursue a psychology major. The Committee requested that for consistency, on the Course Approval Form for “Contemporary Topics for Psychology” under “Evaluation Profile” should read “as per the individual forms”.

*Paul Dangerfield moved and Melanie Fahlman-Reid seconded that:*

**08/25** PSYC 440 Contemporary Topics in Psychology with the adjustment to the course outline on the evaluation profile be recommended for approval by Education Council.

**CARRIED**

## 12. PSYCHOLOGY

Applied Behaviour Analysis Degree

ABA 310 – Practicum I – Interventionist

ABA 312 – Single Subject Research Design and Statistics

ABA 322 – Developmental Psychopathology

ABA 325 – Human Neuropsychology

ABA 341 – Applied Behaviour Analysis I: Principles of Behaviour

ABA 342 – Applied Behaviour Analysis II: Procedures for Behaviour Change

ABA 343 – Ethics and Professional Standards

ABA 344 – Autism Spectrum Disorders

ABA 345 – Behavioural Assessment and Positive Behavioural Support

ABA 410 – Practicum II – Associate Behavior Analyst®

ABA 411 – Practicum III – Associate Behavior Analyst®

ABA 412 – Directed Studies in Applied Behaviour Analysis

ABA 445 – Advanced Topics in ABA and Alternative Interventions

*Presented by: Cara Zaskow*

This program was developed because of the need for trained professionals to work with families that have children with autism. This program will enable students to become Certified Associate Behaviour Analysts®. The Committee noted that on the Course Approval Form for ABA 310, Practicum I – Interventionist, under “Course Objectives”, #6, the word “than” should be removed.

*Melanie Fahlman-Reid moved and Lynne Moran seconded that:*

**08/26** Final approval of the Applied Behaviour Analysis Degree and the associated courses, ABA 310 Practicum I – Interventionist, ABA 312 Single Subject Research Design and Statistics, ABA 322 Developmental Psychopathology, ABA 325 Human Neuropsychology, ABA 341 Applied Behaviour Analysis I: Principles of Behaviour, ABA 342 Applied Behaviour Analysis II: Procedures for Behaviour Change, ABA 343 Ethics and Professional Standards, ABA 344 Autism Spectrum Disorders, ABA 345 Behavioural Assessment and Positive Behavioural Support, ABA 410 Practicum II – Associate Behavior Analyst®, ABA 411 Practicum III – Associate Behavior Analyst®, ABA 412 Directed Studies in Applied Behaviour Analysis, ABA 445 Advanced Topics in ABA and Alternative Interventions, be recommended for approval to the Education Council.

**CARRIED**

## 13. CONTINUING EDUCATION

Business and Culture in Canada

LACG 19001 – English for Special Purposes: Business and Culture in Canada I

LACG 19101 – English for Special Purposes: Business and Culture in Canada II  
 LACG 19201 – English for Special Purposes: Business and Culture in Canada  
 Workshop  
 BCMG 19001 – Canadian Business Perspectives  
 CMNG 19001 – Exploring Culture and International Interactions  
 Civic Leadership for Seniors  
 BCMG 10101 – Community Leadership  
 BCMG 10201 – Strategic Thinking and Organizational Skills  
 CMNG 10101 – Communication Skills and Public Speaking  
 CMNG 10301 – Effective Meetings; practice and observations  
 CMNG 10401 – Elected Representation and Advocacy Skills  
 CMNG 10501 – Making a Difference in our Communities  
 GNLG 10801 – Governance in our Community  
 GNLG 10901 – Change Agents in the Community  
 CERT 10401 – Fire Officer I – Emergency Scene Management  
 CERT 10301 – Incident Safety Officer  
*Presented by: Lynn Jest and Lynne Moran*

Business and Culture in Canada is a new program which will prepare students for entry into a Canadian internship placement.

*Melanie Fahlman-Reid moved and Wendy Dansie seconded that:*

**08/27** Final approval of Business and Culture in Canada and the associated courses, LACG 19001 English for Special Purposes: Business and Culture in Canada I, LACG 19101 English for Special Purposes: Business and Culture in Canada II, LACG 19201 English for Special Purposes: Business and Culture in Canada Workshop, BCMG 19001 Canadian Business Perspectives and CMNG 19001 Exploring Culture and International Interactions, be recommended for approval by the Education Council.

**CARRIED**

Civic Leadership for Seniors is a new program being offered in Sechelt. It is designed for seniors to learn how to effectively contribute to their communities. It was noted that on each individual course approval form, under “Number of Weeks” should read “one day six hours”.

*Wendy Dansie moved and Melanie Fahlman-Reid seconded that:*

**08/28** Final approval of Civic Leadership for Seniors and the associated courses, BCMG 10101 Community Leadership, BCMG 10201 Strategic Thinking and Organizational Skills, CMNG 10101 Communication Skills and Public Speaking, CMNG 10301 Effective Meetings; practice and observations, CMNG 10401 Elected Representation and Advocacy Skills, CMNG 10501 Making a Difference in our Communities, CNLG 10801 Governance in our Community and CNLG 10910 Change Agents in the Community with the minor revision as noted, be recommended for approval by the Education Council.

**CARRIED**

CERT 10401 Fire Officer I – Emergency Scene Management and CERT 10301 Incident Safety Officer are new, non-credit courses that will be offered by Continuing Education and will be run by the North Vancouver Fire Department.

*Wendy Dansie moved and Marion Haythorne seconded that:*

**08/29** CERT 10401 Fire Officer I – Emergency Scene Management and CERT 10301 Incident Safety Officer be recommended for approval by the Education Council.

**CARRIED**

#### **14. HORTICULTURE**

HORT 106 – Landscape Irrigation & Drainage  
 HORT 108 – Basic Landscape Design  
 HORT 109 – Plant Materials II  
 HORT 110 – Turfgrass Management  
 HORT 111 – Business Practices  
 HORT 112 – Landscape Installation & Maintenance Practices  
 HORT 114 – Spring Garden Practicum (For Info Only)  
 Landscape Horticulture Program Proposed Pre-requisite Changes  
*Presented by: Janet Canning*

These courses have all had their pre-requisites changed. The Committee requested that under “English Usage” the words “standard English will be considered” or “clear and appropriate English” be used.

*Marion Haythorne moved and Anna Lee Boulton seconded that:*

**08/30** The revisions to the pre-requisites for HORT 106 Landscape Irrigation & Drainage, HORT 108 Basic Landscape Design, HORT 109 Plant Materials II, HORT 110 Turfgrass Management, HORT 111 Business Practices, HORT 112 Landscape Installation & Maintenance Practices with the minor revision be recommended for approval to the Education Council.

**CARRIED**

### **INFORMATION ONLY**

#### **Course Title Changes:**

##### **Old Course Title**

##### **New Course Title**

SOC 211 Sociology of the Third World

SOC 211 Sociology of the Global South

CMNS 110 Communication for the Medical Office Assistant

CMNS 110 Communication for the Medical Assistant

Composition  
 Fiction  
 Poetry  
 Drama  
 Issues in Literature and Culture

English 100 Academic Writing Strategies  
 English 104 Contemporary Fiction  
 English 105 Contemporary Poetry  
 English 106 Contemporary Drama  
 English 109 Contemporary Issues in Literature and Culture

English Literature to 1660

English 200 English Literature from Beowulf to Paradise Lost

No change  
 Canadian Literature – Modernism and Beyond

English 201 English Literature Since 1660  
 English 203 Canadian Literature



Studies in Fiction (The Novel)	English 208 Studies in Fiction
Studies in Poetry	English 209 Poetry and Poetics
Studies in Drama	English 210 Staging Literature: Studies in Drama
Readings in World Literature	English 213 World Literature in English
Technology and Writing: A Literary Perspective	English 214 Technology and Culture
Special Topics in Literature	English 217 Literature on the Edge
Children's Literature	English 218 The Art of Children's Literature
Literature into Film	English 219 Reel Lit: Literature into Film
Creative Writing – Poetry	English 290 Creative Writing: Letter and Line
Creative Writing – Fiction	English 291 Creative Writing: Narrative Fictions

There being no further business the meeting concluded at 2:45 pm.

Next Meeting: April 18, 2008.