THOMPSON RIVERS UNIVERSITY

MEETING OF THE PLANNING COUNCIL FOR OPEN LEARNING
Friday June 11, 2010

ITEM	DISCUSSION	ACTION

PLANNING COUNCIL PRESENT:
U. Scheck, Chair (TRU)
J. Murray, Vice-Chair (TRU)
C. Zawaduk (TRU)
W. Koczka (TRU)
L. Doan (TRU)
I. Rich-McQuay (TRU)
D. Stanley (Teleconference)
M. Lamberson (UBC)
M. MacDonald (UVic) (Videoconference)
J. Lindsay (NIC) (Videoconference)
C. Golding (BCIT) (Videoconference)
A. Ned (TRU)
G. Tarzwell (TRU)

PLANNING COUNCIL ABSENT:
K. Sutherland (TRU)
D. Loblaw (TRU)
P. Campbell (TRU)
C. Beddome (TRU)

EXECUTIVE AND OTHERS PRESENT:
S. Jackson, Notetaker, Office of the Vice President, Open Learning, TRU

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 10:03 am.

A. Ned and W. Koczka were welcomed as new members.

ADOPTION OF AGENDA

Item 5.b) Graduate Programs was removed from the agenda.

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

ADOPTION OF MINUTES

On motion duly made and adopted, it was RESOLVED to approve the minutes from the *S. Jackson*
meeting of 25 November, 2009 as circulated.

BUSINESS ARISING FROM MINUTES

None.

REPORT OF OFFICERS

Provost and Vice President, Academic
U. Scheck reported that TRU has completed its Dean searches, and appointed 6 new Deans in the fields of Nursing; Human, Social and Educational Development; Arts; Science; Law; Students. The search for a Dean of Business was not successful, and will be resumed in the Fall. The search for a new President has been successfully concluded with the appointment of Dr. Alan Shaver, currently Vice President of Dalhousie University.

The transition process has now concluded, and some faculties and schools have been restructured. TRU had an Open House at its Williams Lake campus.

Vice President, Open Learning
J. Murray reported that Open Learning has launched a new program in cooperation with the University of Victoria: a Bachelor of Public Administration, which contains a large number of business courses. TRU-OL incorporated a number of public administration courses from the University of Victoria into this program, and only needed to create one new course. M. MacDonald commented that she was pleased with the collaboration, and was looking forward to moving forward together. TRU-OL is also working with Douglas College on criminology courses.

TRU-OL is in the process of opening a Vancouver office. J. Murray explained that, when the Burnaby campus was closed, it was always the intent that we would continue to have a small presence in the Lower Mainland because the majority of our students and teaching staff reside in that location. The lease negotiations are now finalized, and TRU-OL is working on the build-out of a small space at 1030 West Georgia, near Burrard. We are hoping the space will be open in September 2010, and all Planning Council members will be invited to the Grand Opening.

Enid McCauley, Director of Instructional Design, retired in June 2009 and TRU-OL conducted an extensive search for a replacement. J. Murray reported that Irwin DeVries (currently at the Justice Institute) has been appointed as the new Director of Instructional Design, effective July 1.

OPEN LEARNING PROGRAMS – G. Tarzwell

New Programs
G. Tarzwell reported that the following new programs have open admission; therefore this item is for information only:

- Accounting Technician Diploma
- Bachelor of Computing Science

Program Revisions
G. Tarzwell reported that the following program admission requirements need approval, as admission is not open:

- **Home Program to Health Care Assistant Certificate**
  Educational Requirements: Grade 11 recommended; satisfactory completion of English Assessment as per TRU-OL guidelines.
  General Admission Requirements: ability to use the computer and internet at a basic skill level; interview with Program Coordinator; criminal record check. (A criminal record check is a pre-practicum and pre-employment requirement of most agencies. Please be advised that a criminal record may limit practicum placement and prevent program completion). Recommended Experience: volunteering or experience working with the elderly.
  Additional Requirements on Admission: Red Cross Emergency First Aid with CPR (or equivalent) or CPR-HCP; Health Status Declaration (Medical); Up-to-date immunizations; Food Safe Certificate; WHMIS Certificate.
  It is suggested that the student should be in good physical health with NO back problems. It is important that the prospective HCA demonstrate a caring and interested attitude toward older adults and physically challenged persons and be willing to work with these clients and their families to encourage independence. Flexibility and maturity are desirable. The prospective student is strongly advised to volunteer in a residential care facility and to talk to a Home Support Worker before registering for the program.
  NOTE: students may be enrolled in theory based courses, but will not be formally admitted to the program until all admission requirements are met. Students will not take lab practice or practicum courses until requirements for formal admission to the program are complete.

- **Medical Laboratory Assistant Program/Courses**
  Grade 12 or equivalent; basic computer skills with typing at 40 words per minute; criminal record check; hepatitis B vaccination; confirmation of a practicum-training site.

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

M. Lamberson pointed out a possible marketing issue with the above Medical Laboratory Assistant Program/courses.

- **B.A. Major in Criminology**
  Open Admission

G. Tarzwell reported that the above program has open admission; therefore this item is for information only.

New Course

- **CRIM 499 Directed Studies**
  General education requirements of the degree (includes all lower-level credits in the major and minimum 15 upper level credits in the major).

  G. Tarzwell reported that CRIM 499 has prerequisites; therefore approval is needed from the Planning Council.

S. Jackson

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

- **ADMN 192 Accounting Systems 1**
  BUSM 131 (or ADMN 231) and ADMN 137 or CMPT 119 are recommended
- **ADMN 212 Public Law**
  None
- **ADMN 330 Income Taxation 2**
  An introductory course in business, management or supervisory skills, are recommended
- **CHEM 131 The World of Chemistry**
  None
- **CPSC/COMP 102 Introduction to Spreadsheets**
  Experience with computers and typing skills are recommended
- **CPSC/COMP 103 Introduction to Databases**
  Experience with computers and typing skills are recommended
- **CPSC/COMP 104 Introduction to Animations**
  The student is expected to have an interest in being creative. Experience with computers and typing skills are recommended
- **CPSC/COMP 305 Algorithm Design & Analysis**
  COMP or CPSC 223, Date Structures, Algorithm Analysis and Program Design is highly recommended
- **CPSC/COMP 327 Computer Networks**
  COMP 213, Introduction to Computer Systems or its equivalent and COMP 223, Data Structures, Algorithm Analysis and Program Design, are highly recommended.
- **CPSC/COMP 341 Operating Systems**
  COMP or CPSC 223, Data Structures, Algorithm Analysis and program Design is highly recommended.
- **CPSC/COMP 361 Database Systems**
  COMP or CPSC 223 is highly recommended.
- **CRIM 1100 Introduction to the Canadian Criminal Justice System**
  None
- **CRIM 1160 The Canadian Legal System**
  None
- **CRIM 2252 Sociological Explanations of Criminal Behaviour**
  An introductory sociology course is recommended.

- **CRIM 2260 Criminal Law**
  CRIM 1160 highly recommended
- **HLTH 400 Global Ethics: Social Determinants of Health**
  Completion of 30 credits recommended
- **LEAD 310 Foundations of Leadership**
  None

G. Tarzwell reported that the above new courses have open admission; therefore this item is for information only.

NEW BUSINESS

Credit Bank
 R. Barnsley, President, TRU, was welcomed. He explained that he was here at PCOL's invitation to talk about his vision for a Credit Bank. When TRU took over BC Open University and BC Open College, it became TRU's responsibility to offer a Credit Bank. As TRU did a review of the various components of BCOU/OC, it was discovered that the Credit Bank did not, in fact, exist – it was just an idea. TRU-OL created a Credit Bank, and we now have a few clients (including Safeway, White Spot). The Credit Bank is a way in which we can assess educational opportunities that an organization offers that are currently not given credit (similar to PLAR).

R. Barnsley stressed that this idea is not new; it emanated from discussions that took place almost 20 years ago. At that time, one of the issues was to do with credits that were diverse, in different places, and having different residency requirements. When TRU was asked to take on responsibility for Open Learning and the Credit Bank, R. Barnsley was excited at the opportunity, but also disappointed that the Credit Bank had not been developed in the way that had been discussed previously.

People acquire credits from a diverse array of places. The post-secondary education system has not been sensitive as to how people can bring learning experiences together. Students need a place to register their credits. It is the university's obligation to ensure they are legitimate credits. What happens to the credits in the bank? How would people "cash" the credits in? If we want to be learner-centred, we should also offer a credentialing service and offer a variety of credentials. We could construct an empirically-based normative degree program. Through analysis of degree content, themes and modalities of courses, we could design an acceptable template that would reflect what is normal practice for that particular credential. Experts would compare programs and give us feedback/advice, and then we could submit the template to DQAB for approval. Over time, we could build a series of templates that are empirically-based, reviewed every 5 years, and we could offer the Credit Bank and credentialing service to learners. This would initially be for undergraduate degrees.

R. Barnsley suggested putting together a sample proposal for one program, so the Planning Council could see what it looks like. It would be an interesting summer research project for a couple of students. M. Lamberson suggested that a number of templates may already exist, so they would just need to be located.

J. Lindsay reported that she is currently chairing a committee with ACCC reviewing transfer articulation pathways. J. Lindsay will take this topic back to her committee.

M. Lamberson asked whether residency requirements may be an issue. There would be no residency requirements; this could be done through Prior Learning Assessment and Recognition (PLAR).

J. Murray commented that when items come out of the Credit Bank, they would come out as PLAR credit and count as TRU credit, because TRU has done the evaluation and ensured that these are equivalent courses.

C. Zawaduk indicated that the School of Nursing is interested in testing templates. She also requested that someone look into how the international credential service that already exists in Canada would dovetail with the Credit Bank. C. Golding stated that the International Credit & Evaluation Service is still operating within BCIT. This Service does not assign credit, but there are good parts of that system that need to be considered and amalgamated into the Credit Bank.

Given TRU-OL's mandate, we need to move to the next level and offer a broader array of credentials in the Credit Bank.

ENROLMENT REPORT

J. Murray reported that Open Learning enrolment numbers had declined from 2001 to 2007/08, when registrations "bottomed out" at approximately 15,000. Enrolments have steadily increased over the last 3 years, and are now just under 25,000. Not only do we have more registrations, but the make-up of those students is also changing. We used to have a lot of students that would only take one course with Open Learning, but now 46% are continuing students. In 2006/07, a very small percentage of enrolments came from PLAR. This year, 14% of enrolments came through PLAR and the Credit Bank.

TRU had a Ministry target to produce a set number of full-time students through the Open Learning Division. We were able to work with the Ministry and colleague institutions to suggest a more appropriate methodology for calculating FTE's in Open Learning. That, along with our enrolment growth, means that now we have exceeded the current Ministry target of 2,578 FTEs. The utilization rate is 106%, which is the highest it has been in a long time.

CORRESPONDENCE

U. Scheck reported that a letter had been received from J. Lindsay resigning from the Planning Council for Open Learning. The current PCOL meeting is to be J. Lindsay's last, and she was thanked for her work on the Council.

CLOSING REMARKS

The next meeting will be held on 10 November, 2010.

M. Lamberson reported changes in units at the University of British Columbia. UBC advertised for a Senior Advisor/Director which they were not able to fill. At the time, senior management looked at portfolios and created a different structure which brings groups together and allows them to look at a broad range of teaching and learning at UBC. This change is effective July 1, 2010.

The meeting was adjourned at 11:04 am.

_____   _____
Planning Council Chair   Planning Council Vice Chair