

THOMPSON RIVERS UNIVERSITY  
PLANNING COUNCIL FOR OPEN LEARNING  
MEETING OF MAY 25, 2009

---

Minutes of a Meeting of the Planning Council for Open Learning, held in OL 127, BC Centre for Open Learning, Kamloops, B.C.

---

ITEM	DISCUSSION	ACTION
------	------------	--------

---

**Planning  
Council  
Present:**

U. Scheck, Chair (TRU)  
J. Murray, Vice-Chair (TRU)  
G. Tarzwell (TRU)  
C. Beddome (TRU)  
I. Rich-McQuay (TRU)  
L. Dohn (TRU)  
C. Zawaduk (TRU)  
K. Sutherland (TRU)  
C. McLeod (TRU)  
R. Nann (TRU)  
M. MacDonald (UVic)  
D. Loblaw (TRU) (Videoconference)  
D. Stanley (TRU) (Videoconference)  
C. Golding (BCIT) (Videoconference)  
M. Lamberson (UBC) (Videoconference)  
L. Jacques (CNC)  
J. Lindsay (Videoconference)  
P. Campbell (Teleconference)

**Planning  
Council  
Absent:**

**Executive and  
Others Present:**

S. Jackson, Executive Assistant, Office of Vice-President, TRU-Open Learning

**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 10:05 a.m.

Thompson Rivers University  
Planning Council for Open Learning  
Meeting of May 25, 2009

Page 2 of 7

---

ITEM	DISCUSSION	ACTION
------	------------	--------

---

**VOTE OF THANKS**

U. Scheck explained that the past Chair of the Planning Council for Open Learning, Dr. Mark Evered, had accepted the position of President of the University College of the Fraser Valley. Planning Council members wished Dr. Evered every success in his new position.

*On motion duly made and adopted, it was **RESOLVED** to officially thank Dr. Mark Evered, as past Chair, for all his work with the Planning Council for Open Learning.*

**S.Jackson**

**ADOPTION OF AGENDA**

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

**U. Scheck**

**ADOPTION OF MINUTES**

*On motion duly made and adopted, it was **RESOLVED** to approve the minutes from the meeting of November 4, 2008 as circulated.*

**S.Jackson**

**BUSINESS ARISING – ACADEMIC PLAN**

TRU-OL was instructed by the Ministry of Advanced Education to write an Academic Plan. The Plan, which has now been approved by Senate, was distributed at the last Planning Council meeting. It had been agreed to discuss the document at this meeting. The following comments were made:

- Ideas for new programs and courses can come from anywhere.
- The Open Learning Business Intelligence Unit conducts market analysis which assists with prioritizing programs.
- It is TRU-OL's provincial mandate to provide open and distance education to people in BC, not to provide all solutions to all people.
- TRU-OL is building relationships and partnerships with other institutions.
- Going forward, the emphasis is on the Academic Plan and broadening offerings.

C. Zawaduk requested a list of priorities and timelines for the next meeting.

**G.Tarzwel**

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

---

ITEM	DISCUSSION	ACTION
------	------------	--------

---

## **REPORT OF OFFICERS**

### **Provost and Vice-President, Academic**

U. Scheck reported that TRU is revising the program review policy and process which oversees the ongoing, periodic review of academic programs.

TRU is in the middle of an alignment exercise, and the 10 Faculties will be reduced to 8. A Law School has been added. The current challenge is a national search for 6 new Deans.

An Academic Plan is needed for the face-to-face side of the institution.

### **Vice-President, Open Learning**

J. Murray gave a short overview of TRU Open Learning Division for the benefit of the new members, including residency requirements for OL students and Prior Learning Assessment and Recognition.

In July, TRU-OL is hosting 7 eminent scholars from around the world, who have been invited to come to Kamloops to work with TRU-OL in setting up an International Research Centre for PLAR.

TRU-OL is in the process of rolling out a new on-line, instructor-led model. We are also rolling out a new course revision model for tutors. The new model also includes a pedagogical change: problem-based approach. However, OL is not moving away from independent study, print and web delivery, but will start with on-line delivery and back that out into an independent study model.

TRU-OL concluded discussions with the Ministry of Advanced Education about OLA courses coming to TRU. TRU-OL will receive \$1.5 million over 3 years to update a number of outdated courses.

TRU-OL is exploring the idea of students getting soft copies of textbooks rather than hard copies. One of OL's goals is to reduce the cost of course materials. We are looking at splitting course packs, supplying electronic materials, E-books etc.

TRU-OL's main goals are:

- More staff engagement

---

ITEM	DISCUSSION	ACTION
------	------------	--------

---

- Exceptional service
- New courses and programs
- Increased enrolments

### **OPEN LEARNING PROGRAMS**

G. Tarzwell presented a revised report as follows:

#### **New Programs:**

##### **Pre-Health Science Certificate** (open admission)

*On motion duly made and adopted, it was **RESOLVED** to approve the admission requirements for the new program.* **G. Tarzwell**

##### **Certificate in Entrepreneurial Skills 1** (open admission)

*On motion duly made and adopted, it was **RESOLVED** to approve the admission requirements for the new program.* **G. Tarzwell**

##### **Certificate in Entrepreneurial Skills 2** (open admission)

*On motion duly made and adopted, it was **RESOLVED** to approve the admission requirements for the new program.* **G. Tarzwell**

**Certificate in First Nations Taxation Administration** C+ or better in Principles of Math 11 or Applications of Math 12, or MATH 051, or equivalent; 73% on the combined English 12 and Government exam (within the last five years), or Level 4 on the composition section of the LPI (within the last two years), or completion of ENGL 060, or completion of CESL 053, CESL 054 and CESL 057 with a grade of C+ or better. Basic computer literacy with Microsoft Office applications such as Word and Excel spreadsheets is recommended.

This program is housed in the Department of Economics, and went through approval process as a campus-based program. We now want to introduce it as an OL program. The campus program has prerequisites; OL wants prerequisites as above.

Concern was expressed regarding the prerequisites. It was agreed to table consideration of this item to allow for further consultation with the Academic Advisory Committee and

Thompson Rivers University  
Planning Council for Open Learning  
Meeting of May 25, 2009

Page 5 of 7

---

ITEM	DISCUSSION	ACTION
------	------------	--------

---

the Aboriginal Advisory Committee, and then to have an email vote.

*On motion duly made and adopted, it was **RESOLVED** to table consideration of the above item until further consultation has been undertaken, and then to have an email vote within 2 weeks.*

**S. Jackson**

At a previous meeting, the Planning Council for Open Learning had passed a motion saying that all new programs would have open admission unless there was a good rationale given for not doing so. Guidelines are needed detailing under what circumstances PCOL would entertain having prerequisites. Agenda item for next meeting.

**S. Jackson/  
G. Tarzwell**

**New Courses:**

GEOL xxx Dinosaur Earth (open admission)

GEOL xxx Geologic Time (open admission)

GEOL xxx Geomorphology (open admission)

GEOL xxx Geological History of North America (open admission)

HLTH 105 Aboriginal Pathways to Health Careers (open admission)

HLTH 400 Social Determinants of Health: A Global Perspective (prerequisites: 60 course credits recommended)

ADMN 318 (BBUS 315/355) Investments 1 (prerequisites: ADMN 336, MATH 107 or 109 and STAT 102 are all strongly recommended)

ADMN 417 (BBUS 417) Risk Management and Financial Engineering (prerequisites: ADMN 318 strongly recommended)

ADMN 426 (BBUS 415/455) Investments 2 (prerequisites: ADMN 318 strongly recommended)

ADMN 427 (BBUS 416) Portfolio Management (prerequisites: ADMN 318 strongly recommended)

ADMN 344 (BBUS 445) E-Commence (prerequisite: ADMN 250)

ADMN 375 (BBUS 475) New Venture Creation (prerequisite: ADMN 250 and ADMN 336)

**Course closures:**

BISC 230 Humans in the Ecosystem

EDCP 010 Intermediate Education and Career Planning

EDCP 030 Provincial Education and Career Planning

EASC 024 Earth Science

BUSM 155 Selling Professionally

SOST 024 Exploring Canadian Issues

SOST 028 Canada and the Contemporary World

---

ITEM	DISCUSSION	ACTION
------	------------	--------

---

**Course Suspensions:**

ADMN 488 Integrated Marketing Communication

**Major Course Revisions:**

ADMN 380 International Business

Refinement of a prerequisite, not an addition: Recommended 30 credits, and courses such as ADMN 250, BUSM 100 and BUSM 121 are recommended.

*On motion duly made and adopted, it was **RESOLVED** to approve the revised prerequisites for ADMN 380.*

**G. Tarzwell**

ADMN 347 Consumer Behaviour

Prerequisite: An introductory course in marketing such as ADMN 250 is recommended.

*On motion duly made and adopted, it was **RESOLVED** to approve the revised prerequisites for ADMN 347.*

**G. Tarzwell**

ADMN 405 Advanced Management Accounting

Prerequisites: ADMN 333 or equivalent course in intermediate management accounting and ADMN 336 (or BUSM 236) are also strongly recommended.

*On motion duly made and adopted, it was **RESOLVED** to approve the revised prerequisites for ADMN 405.*

**G. Tarzwell**

**ENROLMENT REPORT**

C. Beddome reported that total Full Time Equivalent students (FTEs) are up 47%.

- 20% of the increase in growth came from credits earned
- 27% came from a change in divisor. In discussions with the Ministry, TRU-OL managed to change the divisor that is used for OL programs from 30 credits/year to 24 credits/year.

Gender – 59% female in Canada; 70% female in BC.

The majority of students come through the web. The website is becoming “stickier”, with better navigation, and material more relevant to prospective students.

We will meet Ministry targets this year.

International enrolments increased by approximately 15% last year. This year,

---

ITEM	DISCUSSION	ACTION
------	------------	--------

---

international enrolments are increasing much quicker, and are showing a 40/50% increase already.

TRU-OL is working at setting up strategic partnerships.

**SERVICE EXCELLENCE – C. BEDDOME**

Over the last year, a number of committees have been put in place including:

- Process Committee (looking at processes)
- Project Committee (looking at new initiatives, making sure projects are transparent, etc.)

**DISCUSSION: HOW DOES THE CURRENT ECONOMIC CLIMATE IMPACT OPEN, DISTANCE AND ONLINE EDUCATION?**

Planning Council members discussed “On the Brink” and “The Global Campus meets a World of Competition” articles.

It was felt that institutions are undergoing strategic changes, and it is probably too soon to tell what the outcomes will be.

It was suggested that the Planning Council could have an offsite discussion on this topic. The topic can also be taken to the Consortium for discussion.

**CLOSING REMARKS**

U. Scheck thanked everyone for attending the meeting.

The Planning Council will meet at the end of November 2009; date to be determined. S. Jackson to check into instant messaging system to be available during the meeting. **S. Jackson**

The meeting was adjourned at noon.