



## MEETING OF THE PLANNING COUNCIL FOR OPEN LEARNING

Thursday, January 17, 2019

10:00 AM – 12:30 PM

CN Boardroom, 3<sup>rd</sup> Floor Clock Tower Building (Kamloops Campus)

### MINUTES

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#### **Present**

Christine Bovis-Crossen (Chair), Airini, Lyn Baldwin, Kourtney Cameron, Brian Lamb, Michelle Lamberson (by teleconference), Marie Low, Richard McCutcheon, Tannis Morgan (by teleconference), John Patterson (by videoconference), Don Poirier, John Sparks

#### **Executive and Others Present**

Charlene Myers (Manager, University Governance), Brett Fairbairn (President and Vice-Chancellor), Jane Hewes, Tanya Pawliuk, Michael Bluhm (Registrar)

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#### 1. **CALL TO ORDER**

The Chair, C. Bovis-Crossen, called the meeting to order at 10:00 a.m. She acknowledged being on the traditional lands of the Tk'emlúps te Secwépemc within Secwépemc'ulucw, the traditional territory of the Secwépemc people.

The Chair welcomed the following new Council members:

- i. Kourtney Cameron (Open Learning Division student)
- ii. Richard McCutcheon (Dean)
- iii. Tannis Morgan (Justice Institute of British Columbia)

*President Brett Fairbairn joined the meeting.*

The Chair introduced President Fairbairn to Council members, and Council members introduced themselves. B. Fairbairn thanked Council members for their work and made some additional remarks.

*President Brett Fairbairn left the meeting.*

## 2. ADOPTION OF AGENDA

*On Motion duly made and adopted, it was **RESOLVED** that the agenda be adopted as circulated.*

## 3. APPROVAL OF MINUTES

### a. Minutes of May 29, 2018

*On Motion duly made and adopted, it was **RESOLVED** that the minutes of May 29, 2018 be approved as circulated.*

## 4. REPORTS OF OFFICERS

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

#### i. Open Governance Initiative Update

1. Date for the Annual Joint Meeting of Senate, Board of Governors, and Planning Council for Open Learning — April 15, 2019

C. Bovis-Crossen reported that the Annual Joint Meeting would be livestreamed and accessible remotely.

#### ii. Accreditation Update: [Link to 2019 Interim Candidacy Report](#)

C. Bovis-Crossen reported that a draft of the Interim Candidacy Report had been circulated and provided information regarding the approval process. She invited feedback, but there were no comments or questions.

### b. Interim Associate Vice-President, Open Learning

D. Poirier reported on recent developments in Open Learning, including the OERu conference, the status of key vacant positions, and the strategic planning process (which has been delayed). C. Bovis-Crossen also spoke about OERU, adding that OERu information is posted on a Wiki page, a link to which she offered to circulate to PCOL members.

## 5. OPEN LEARNING PROGRAMS/COURSES

### a. Program Market Analysis Committee (PMAC) Report of January 17, 2019

D. Poirier presented the report to Council members.

i. Update on HUMS OL course prerequisites

Jane Hewes and Tanya Pawliuk attended the meeting to speak about the proposed changes to HUMS courses and respond to questions. Discussion ensued.

The following motions were approved in relation to the PMAC report dated January 17, 2019, and the report is attached to these minutes as "APPENDIX I":

**NEW COURSES**

- 1) *On Motion duly made and adopted, it was **RESOLVED** that the **new course HUMS 2601 Human Service Field Education – Year 2** be approved as circulated.*
- 2) *On Motion duly made and adopted, it was **RESOLVED** that the **new course HUMS 3531 Advanced Communication Skills to Facilitate Change** be approved as circulated.*

**UNFINISHED BUSINESS — COURSE REVISIONS**

- 3) *On Motion duly made and adopted, it was **RESOLVED** that the **revisions to HUMS 1541 Interpersonal Communications and Helping Relationships** be approved as circulated.*
- 4) *On Motion duly made and adopted, it was **RESOLVED** that the **revisions to HUMS 1581 Introduction to Professional Human Service Practice** be approved as circulated.*
- 5) *On Motion duly made and adopted, it was **RESOLVED** that the **revisions to HUMS 1601 Human Service Field Education – Year 1** be approved as circulated.*
- 6) *On Motion duly made and adopted, it was **RESOLVED** that the **revisions to HUMS 1771 Introduction to Human Services Practice with Indigenous Communities** be approved as circulated.*
- 7) *On Motion duly made and adopted, it was **RESOLVED** that the **revisions to HUMS 2531 Professional Communications and Helping Relationships** be approved as circulated.*

D. Poirier noted that the remainder of the items in the PMAC report were for information only.

*Jane Hewes and Tanya Pawliuk left the meeting.*

b. New Programs: Bachelor of Arts Minors, OL

C. Bovis-Crossen indicated that the following two new programs were for PCOL members to consider recommending to the Board of Governors for approval.

i. Bachelor of Arts: Minor in Professional Communication, OL

*On Motion duly made and adopted, it was **RESOLVED** that the **new program Bachelor of Arts: Minor in Professional Communication, OL** be recommended to the Board of Governors for approval, as circulated.*

ii. Bachelor of Arts: Minor in Public Relations, OL

*On Motion duly made and adopted, it was **RESOLVED** that the **new program Bachelor of Arts: Minor in Public Relations, OL** be recommended to the Board of Governors for approval, as circulated.*

## 6. NEW BUSINESS

a. Strategic Planning Consultation

D. Poirier delivered a presentation on the status of the Open Learning Division's strategic planning process, and then invited feedback. Discussion ensued, during which several PCOL members suggested revisions. D. Poirier reported that he would send the planning documents to PCOL members after this meeting for feedback. He also invited Council members to contact him anytime with their thoughts.

b. TRU Admission Requirements and the new BC K-12 Curriculum

The Registrar, M. Bluhm, highlighted some of the points in the memorandum, a copy of which had been circulated with the agenda package. C. Bovis-Crossen noted this was for information only.

## 7. NEXT MEETING

C. Bovis-Crossen reported that the date of the next meeting of the Planning Council for Open Learning was to be confirmed, for sometime in late spring.

## 8. TERMINATION OF MEETING

There being no further agenda items, the Chair terminated the meeting at 12:20 p.m.



**PMAC REPORT TO PCOL**  
January 17, 2019

**Representatives to be invited:**

- Education and Social Work – Jane Hewes and/or representative

**COURSE REVISIONS**

None since last meeting.

**NEW COURSES**

**\*Action Required\***

- a) **HUMS 2601:** Human Service Field Education – Year 2

Prerequisites:

- Admission to the Human Service Diploma program
- Prerequisite:
  - HUMS 1600 with grade of C or better, OR;
  - HUMS 1601 with grade of C or better, OR;
  - EDCS 1680 with grade of C or better

- b) **HUMS 3531:** Advanced Communication Skills to Facilitate Change

Prerequisites:

- HUMS 2531 with grade of C or better, OR;
- HUMS 2530 with grade of C or better

**\*For Information Only\***

*Note: these courses do not have required pre-requisites, but may have recommended pre-requisites.*

- a) **HUMS 2221:** Theoretical Foundations in Human Service Practice

- None

- b) **HIST 3XX1:** History of Propaganda

- None

- c) **MATH 0551:** Advanced Business and Technical Math

- None

- d) **ARET 4111:** Green Building Rating Systems

- None

- e) **ARET 4101:** Energy Modelling

- None

- f) **HUMS 1561:** Introduction to the Family in Human Service Practice

- None



- g) **HUMS 2231:** Introduction to Working with People who use Substances
  - None
- h) **CMNS 1151:** Advertising as Communication
  - None
- i) **CMNS 3161:** Media, Entertainment and Pop Culture
  - None
- j) **CMNS 3201:** Citizen and Consumer Identities in Networked Culture
  - None
- k) **CMNS 4241:** Strategies in Crisis Communication

Recommended prerequisites:

- Completion of 45 post-secondary credits
- CMNS 3551: Media and Public Relations

## COURSE DELETIONS

None since last meeting.

## PROGRAM CHANGES

None since last meeting.

## UNFINISHED BUSINESS

## COURSE REVISIONS

### \*Action Required\*

- a) **HUMS 1541:** Interpersonal Communications and Helping Relationships

Current prerequisites:

- None

Proposed prerequisites:

- Admission to the Social Services Work Certificate or Program Coordinator permission, OR;
- Admission to the Human Service Diploma Program or Program Coordinator permission.

- b) **HUMS 1581:** Introduction to Professional Human Service Practice

Current prerequisites:

- None



Proposed prerequisites:

- Admission to the Social Services Work Certificate or Program Coordinator permission, OR;
- Admission to the Human Service Diploma Program or Program Coordinator permission.

c) **HUMS 1601:** Human Service Field Education - Year 1

Current prerequisites:

- None

Proposed prerequisites:

- Admission to the Social Service Worker Certificate Program
- Prerequisite:
  - HUMS 1540 with grade of C or better, OR;
  - HUMS 1541 with grade of C or better, OR;
  - EDCS 1540 with grade of C or better,

AND

- HUMS 1580 with grade of C or better, OR;
- HUMS 1581 with grade of C or better, OR,
- EDCS 1580 with grade of C or better

d) **HUMS 1771:** Introduction to Human Services Practice with Indigenous Communities

Current prerequisites:

- Admission to the Human Service Diploma Program or permission of the Program Coordinator.

Proposed prerequisites:

- Admission to the Human Service Diploma Program or Program Coordinator permission.

e) **HUMS 2531:** Professional Communications and Helping Relationships

Current prerequisites:

- None

Proposed prerequisites:

- Prerequisite:
  - HUMS 1540 with grade of C or better, OR;
  - HUMS 1541 with grade of C or better, OR;
  - EDCS 1540 with grade of C or better

AND

- HUMS 1580 with grade of C or better, OR;
- HUMS 1581 with grade of C or better, OR;
- EDCS 1580 with grade of C or better