

MEETING OF THE PLANNING COUNCIL FOR OPEN LEARNING

Wednesday 13 June, 2012

Time: 10:00 a.m. – Noon	MINUTES	Place: OL 127
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**PLANNING COUNCIL PRESENT:**

- U. Scheck, Chair (TRU)
- G. Tarzwell, Vice Chair (TRU)
- C. Axworthy (TRU)
- C. Webber (TRU)
- S. Read (TRU)
- P. Powers (TRU)
- C. Wihak (TRU)
- K. Cavaliere (NVIT)
- D. Paravantes (TRU)
- D. Stanley (Teleconference)
- D. Loblaw (TRU) (Videoconference)
- M. Lamberson (UBC) (Videoconference)
- M. MacDonald (UVic) (Videoconference)
- P. Campbell (TRU) (Teleconference)
- K. Denton (Douglas College) (Teleconference)

**PLANNING COUNCIL ABSENT:**

- J. Sparks (TRU)

**EXECUTIVE AND OTHERS PRESENT:**

- S. Jackson, Notetaker, Office of the Vice Provost, Open Learning (TRU)

**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 10:05 am.

**b. Adoption of Agenda**

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

**c. Adoption of Minutes – 17 November, 2011**

It was noted that Marjorie Budnikas came to TRU from Corpus Christi College and St. Mark's College where she most recently held the position of Registrar, and not Malaspina University College as recorded in the minutes.

**On motion duly made and adopted, it was RESOLVED to approve the minutes from the meeting of 17 November, 2011 as amended.**

**2. BUSINESS ARISING FROM MINUTES**

None.

### 3. **REPORT OF OFFICERS**

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

Dr. U. Scheck reported on the change in TRU Open Learning leadership. Judith Murray has left TRU, and the position of Vice-President, Open Learning has been eliminated. The position of Vice-Provost, Open Learning has been created and Dr. G. Tarzwell has been appointed as Interim Vice-Provost, Open Learning.

Dr. Scheck also reported on a new project that will probably involve Open Learning: the “Community U” concept. A new unit is being created at TRU that will review all summer school activities and regional activities, develop programming for adult learners, and determine how to better serve the educational needs of the community. The unit will be built up over the next year, and will identify opportunities for blended, distance and open learning. It is anticipated the full structure will be in place by 2013. Continuing Studies will be a major part of this initiative.

The Academic Plan has now been finalized and was approved by Senate in December 2011. The TRU Centre for Teaching & Learning will be revitalized and will concentrate on three areas going forward:

- student engagement and retention;
- faculty workshops;
- innovating programs and curriculum.

It is anticipated that we can build synergy between the above three areas.

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

Dr. G. Tarzwell reported that Open Learning is continuing its partnership with the Open Education Resource university (OERu), and is committed to providing three Open Education courses to that group. We are also in the process of exploring the PLAR assessment process and how we can use this to take advantage of OERu opportunities.

TRU-OL switched over to a new version of Banner a year ago, and we continue to make improvements to the Banner system. We have now almost reached the same level of student self-registrations that we had under the previous system.

TRU-OL’s relationship with the rest of the University is changing. The Academic Director positions within Open Learning are being phased out, and Associate Deans are being hired to liaise between Open Learning and campus, and to ensure academic oversight. One significant change is that the Associate Deans will report to their respective Deans, although their responsibilities will remain much the same. S. Read asked if it was anticipated that OL’s relationship with campus would improve. G. Tarzwell reported that he anticipates a different relationship, stemming from the reorganization of Open Learning within the entire institution. U. Scheck emphasized opportunities for collaboration and cooperation between departments.

A proposal for a new MBA will be brought to the Planning Council for Open Learning at the November 2012 meeting, The intention is to start offering MBA and pre-MBA courses starting January 2013. M Gueffroy enquired if any thought been given to offering cross-discipline Minors, or double Minors. Typically to offer a Minor, a program would have to have Major in place first and currently the OL Business program does not have a Major. TRU is looking into this issue, but it is anticipated that it would take at least a year to be in a position to offer a Business Minor, if TRU decided to

proceed.

#### 4. OPEN LEARNING PROGRAMS/COURSES

##### a. **Course/Program Report – Vice-Provost, Open Learning**

**Program Revision: Bachelor of Health Science**

**Delivery Method:** add a face-to-face campus delivery method.

**Program Description:** designed to provide students who are admitted into or graduates of a minimum 2-year health-care diploma program with the opportunity to obtain a Bachelor of Health Science degree.

**Admission Requirements:** Admission to, or completion of a 2-year health-care diploma program.

**Degree Completion Requirement:** graduation from a minimum 2-year health care diploma program.

**Residency Requirements:** 15 credits of TRU courses, distance or on-campus.

**On motion duly made and adopted, it was RESOLVED to approve the program change for the Bachelor of Health Science as stated.**

**For Information Only:**

**New OL Program:** Seniors Living Management Certificate

**Admission Requirements:** Open Admission

#### 5. ENROLMENTS

##### a. **Enrolment Report – Vice-Provost, Open Learning**

G. Tarzwell reported that for the 2011/12 fiscal year, TRU-OL had 21, 181 enrolments (up almost 7%), which equates to 26,048 domestic FTEs. FTEs decreased by 5 from the previous year, but we are still above the Ministry target for FTEs (103.4%). In addition, international FTEs have increased. Enrolments increased while FTEs decreased because of the types of enrolments we have been receiving. For example, Health program enrolments are weighted more heavily than academic enrolments. There has been a decline of 216 enrolments into Consortium courses. The decrease in Consortium students has been fairly consistent across the Consortium member institutions, and we have not been able to determine why this decline occurred last year. We will review this again in September, to see if this is a continuing trend. PLAR has experienced an increase of 468 3-credit course equivalents.

D. Loblaw enquired how Open Learning enrolments compared to campus enrolments. U. Scheck reported that campus enrolments are showing a slight increase due to increased international enrolments. On the domestic side, campus enrolments are mostly flat. C. Wihak asked if the increase in international enrolments is due to campus students taking international courses; G. Tarzwell will look into this.

#### 6. NEW BUSINESS

##### a. **ED 01-0 Admissions –Vice-Provost, Open Learning**

The recommended amendments to this policy have already been approved by Senate, but also need to be approved by the Planning Council for Open Learning.

**On motion duly made and adopted, it was RESOLVED to serve Notice of Motion to approve the recommended amendments to Policy ED 01-0 Admissions.**

An e-mail vote will take place after a 28-day consultation period; the Planning Council will not meet again until November 2012.\*\*

M. Lamberson enquired whether TRU had sought a legal opinion on this change. G. Tarzwell explained that all proposed policy changes are vetted by TRU's Legal Counsel.

\*\*Note: The e-mail vote was conducted, and the motion passed on 24 July, 2012.

**b. Academic Plan update – Senior Advisor to the Provost**

K. Sutherland could not attend the meeting due to illness, so this item was postponed to the November 2012 meeting.

**7. CORRESPONDENCE**

a. None

**8. CLOSING REMARKS**

The next meeting of the Planning Council for Open Learning will be held on Wednesday 28 November, 2012. The meeting was adjourned at 10:43 am.