

**MEETING OF THE PLANNING COUNCIL FOR OPEN LEARNING**

Wednesday November 10, 2010

ITEM	DISCUSSION	ACTION
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**PLANNING COUNCIL PRESENT:**

- U. Scheck, Chair (TRU)
- J. Murray, Vice-Chair (TRU)
- C. Axworthy (TRU)
- L. Doan (TRU)
- I. Rich (TRU)
- D. Stanley (Teleconference)
- D. Loblaw (Videoconference)
- M. Lamberson (UBC) (Videoconference)
- J. Lindsay (NIC) (Videoconference)
- C. Golding (BCIT) (Videoconference)
- K. Denton (Douglas) (Videoconference)
- A. Ned (TRU)
- G. Tarzwell (TRU)
- C. Beddome (TRU)
- P. Campbell (TRU) (Teleconference)

**PLANNING COUNCIL ABSENT:**

- M. MacDonald (UVic) (Videoconference)
- M. Young (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 10:12 am.

**ADOPTION OF AGENDA**

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

## **ADOPTION OF MINUTES**

*On motion duly made and adopted, it was RESOLVED to approve the minutes from the meeting of 11 June, 2010 as circulated.*

*S. Jackson*

## **BUSINESS ARISING FROM MINUTES**

None.

## **REPORT OF OFFICERS**

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

U. Scheck reported that TRU is developing an Academic Plan covering the next five years. We have a Strategic Plan in place that expires in 2012 but we need an Academic Plan to operationalize our strategic goals. The consultation phase has just commenced, and it is anticipated that the Academic Plan will be ready for Senate approval by June 2011.

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

J. Murray reported on the following items:

- Grand Opening at the Vancouver Centre (1030 West Georgia) on November 3<sup>rd</sup> was well attended. Guests included the new Minister of Science & Universities Ida Chong, Sir John Daniel from the Commonwealth of Learning, and a number of Alumni and strategic partners. The Centre is now open and operational. We will explore the possibility of PCOL members in the Lower Mainland gathering at the Vancouver Centre to link into the videoconference for the next PCOL meeting.
- TRU-OL signed a partnership agreement with Douglas College at the Grand Opening. The agreement is to jointly develop criminology courses for a degree completion program in criminology. There are also additional partnership agreements with Douglas College under discussion.
- TRU experienced a serious system crash 4 days ago, resulting in the OL system going down. As of today, we have been unable to recover the system. Students can still access courses and OL faculty can access BlackBoard shells, but the WebReg system and all on-line support services are down, and the tutor portal is experiencing difficulties. IT Services are working around the clock to try to recover these systems. A phone number has been posted on the web so students can call in to find how they can access their courses. P. Campbell suggested posting the actual web address that students need to go to, rather than posting a phone number and having them phone in to find out the web address.
- Andre Larouche, Director, Business Intelligence & Operations with Open Learning has accepted a position in the private sector and we are currently looking for a replacement.

## **PROGRAM REVIEW PROCESS – GARY BUNNEY**

G. Bunney gave a presentation about TRU's program review process, which included the following highlights:

- This is an academic program review; support services (e.g. IT Services, Human Resources) are not reviewed. The focus is exclusively on academic programs.

- Components of the TRU Program Review process are:
  - Comprehensive Data Report
  - SWOT Analysis (strengths, weaknesses, opportunities, threats)
  - Surveys of Faculty and Students
  - Program self-study
  - External review
  - Final report
  - Action Plan
- In 2010, TRU embarked on 8 program reviews. Progress has been faster on the campus side than the Open Learning side. G. Bunney requested that he be invited back to the next PCOL meeting in June 2011 to report on progress made with the review of OL programs.
- The TRU Program Review website is very comprehensive, with links to all key documents. It also shows the status of current program reviews.
- All programs participate in program or course articulation, and programs are obligated to continuously review curriculum.
- P. Campbell requested a copy of the completed internal SWOT analysis and, if completed, a copy of the External Review Visit. He is particularly interested in the B.B.A. and B.Comm areas. G. Bunney indicated he would seek approval and, if appropriate, forward copies.

### **OPEN LEARNING PROGRAMS – GORD TARZWELL**

G. Tarzwell reported that as admission to the following new programs and courses is open, these items are for information only.

#### **NEW PROGRAM:**

##### **Event Management Certificate**

Distance program moving from campus to Open Learning

Program admission criteria: Open

Course admission criteria: Open

#### **NEW COURSES:**

##### **CONV 101 Introduction to Tourism**

No Prerequisites

##### **CONV 102 Introduction to Special Event Management**

No Prerequisites

##### **CONV 103 Celebrating Community and Culture**

No Prerequisites

##### **CONV 104 Event Volunteer Management**

No Prerequisites

**CONV 105 Legal Liability and Risk Management**

No Prerequisites

**CONV 106 Event Marketing**

No Prerequisites

*S. Jackson*

**ENROLMENT REPORT – C. BEDDOME**

C. Beddome reported on enrolments, which included the following highlights:

- The number of students taking courses on campus that are also taking OL courses represents less than 10% of our students.
- At the half-year point, ongoing course enrolments are up 2.8% over last year. This is a substantially smaller increase than in the previous two years, but the slowing in growth rate was foreseen. This represents a modest increase on a year over year basis.
- Prior Learning Assessment and Recognition (PLAR) credit assessment experienced a reduction in volume during the first half of the year, which was also foreseen.
- We are projecting that the figures will translate into 100% utilization by year end, with a FTE target of 2,600 students.

**CORRESPONDENCE**

None.

**CLOSING REMARKS**

The next meeting is tentatively scheduled for 8 June, 2011.

C. Golding thanked everyone for persisting with the videoconferencing technology, despite the technical difficulties experienced during the meeting.

The meeting was adjourned at 11:30 am.