

# **Degree Quality Assessment Board**

## **2003/2004 Annual Report**

**March 31, 2004**

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## 1. Board role and membership

In May 2003, the Minister of Advanced Education established the Degree Quality Assessment Board (the Board). The Board reviews and makes recommendations to the Minister of Advanced Education on applications for:

- new degree programs and exempt status<sup>1</sup> submitted by British Columbia public post-secondary institutions and private and out-of-province public post-secondary institutions; and,
- use of the word “university” submitted by private and out-of-province public post-secondary institutions.

The Board also recommends to the Minister, policies, criteria and guidelines that will apply for the purposes of giving or refusing consent or approval or attaching terms and conditions to consent.

The Board is comprised of eleven voting members and three non-voting members. The voting members are selected for their background, experience and interest in post-secondary education, and include representatives from the private and public post-secondary degree-granting sectors, the business community, student body and the general public. The three non-voting members are from the Ministry and the private training and transfer and articulation sectors. Board members were appointed in May 2003, for an inaugural term of one year.

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<sup>1</sup> Institutions with proven track records (10 years' history in enrolling students in programs at a particular degree level) and appropriate governance mechanisms in place may apply for “exempt status” at a specific degree level. For example, if an institution meets the 10-year prerequisite period for baccalaureate degrees and satisfies other criteria for exempt status, the institution could apply for exempt status in respect of new baccalaureate degrees.

When an institution has been granted exempt status at a certain degree level, proposals submitted for new degree programs at that level would go directly to the Minister of Advanced Education for approval following the 30-day Notice of Intent period on the ministry's website. The Board does not review the proposal unless the Minister has concerns about it and refers it to the Board.

Voting members

Brian Gillespie, Chair  
Roger Blackman, Vice-chair  
Deborah Poff  
Elizabeth Ashton  
Harro van Brummelen  
David Sylvester  
Jock Finlayson  
John Winter  
Thomas Simons  
Stanley Shapiro  
Krista Muis (resigned)  
Don Ramos (appointed in January 2004 to fill vacancy)

Non-voting members

Frank Gelin  
Jim Wright  
Deborah Hull

Biographical information on current Board members is available on the [Degree Granting Authorization](#) website and is also provided in Appendix 1.

The Ministry of Advanced Education provides [secretariat](#) support to the Board.

**2. Activities and accomplishments****a. Development and consultation of draft criteria**

Section 4 of the [Degree Authorization Act](#) requires that the Minister establish and publish the criteria that will apply for the purposes of giving or refusing consent, or attaching terms and conditions to consent.

The Board is responsible for recommending to the Minister, criteria that will apply for the purposes of giving or refusing consent or approval or attaching terms and conditions to consent.

From June 2003 to August 2003, the Board developed criteria, guidelines and procedures in consultation with other agencies and jurisdictions<sup>2</sup> relating to:

- Degree program review;
- Organization profile and organization review;
- Exempt status (originally referred to as “self-accrediting status”); and,
- Use of the word “university.”

In September 2003, system stakeholders<sup>3</sup> reviewed and provided feedback to the Board on the degree program review, organization profile, organization review and exempt status criteria and the degree quality assessment process in general. Many stakeholders provided feedback, which greatly assisted the Board in finalizing its recommendations to the Minister.

On October 20, 2003, the Board reviewed the stakeholder feedback on the criteria, incorporating a number of the suggestions provided, and agreed to seek further feedback from system stakeholders at a future date.

Consultation on the criteria for use of the word “university” was carried out in November 2003. The Board reviewed the stakeholder feedback on the use of the word “university” criteria on December 8, 2003.

#### **b. Recommendations to Minister on final criteria**

On October 31, 2003, the Board forwarded its recommendation to Minister on the following criteria:

- Degree Program Review Criteria and Guidelines;
- Organization Profile Guidelines and Procedures;
- Organization Review Criteria;
- Exempt Status Criteria and Guidelines; and,
- Terms and conditions of Ministerial consent.

These criteria were approved by the Minister and published on November 7, 2003.

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<sup>2</sup> The development of the criteria, guidelines and procedures involved consultation with the Private Post-Secondary Education Commission of British Columbia, the Postsecondary Education Quality Assessment Board (Ontario) and the Private Colleges Accreditation Board (Alberta).

<sup>3</sup> System stakeholders included representatives from the British Columbia public post-secondary sector (including public institutions and interest groups representing public institutions), private institutions (theological, not-for-profit and for-profit institutions), private sector representatives, professional associations and licensing bodies, government and agencies, faculty associations and student representative bodies.

In addition to the criteria, the Board also developed policies on:

- Conflict of Interest Policy – Board Members and External Experts;
- Use of External Experts;
- Participation of Institutions in Board meetings;
- Guidelines on Naming of Degrees; and,
- Assessor workbooks.

In January, the Board made recommendations to the Minister on criteria for the use of the word “university.” As of March 31, 2004, the criteria for use of the word “university” had not been approved and published by the Minister.

**c. Applications received**

“Applications received” refers to submissions that have been submitted and verified by the secretariat:

- for Board review; and,
- Minister’s review if the degree proposal is from an institution with exempt status and Board review is not required.

The Board strives to make recommendations to the Minister within six months of an application being referred to the Board. The new quality assessment process commenced November 7, 2003. In the period from November 7, 2003 to March 31, 2004, the Board made two recommendations to the Minister. Kwantlen University College submitted an application for a Bachelor of Arts in Community Criminal Justice to the Board in November 2003. The Board recommended approval of this application on December 8, 2003. Trinity Western University submitted an application for Exempt Status to the Board on December 11, 2003. The Board recommended approval of this application on March 8, 2004. Both of these applications were recommended for approval well within the six-month timeframe.

The Board Secretariat has fielded numerous requests for information and Post-secondary Institution Proposal System (PSIPS) User IDs during this period.

The Board relies heavily on expert advice received from subject and organization review experts who are contracted by the Board to review proposals. The willingness of these experts to serve on review panels, and the quality of their advice, has greatly assisted the Board in doing its work.

*Applications for Exempt Status - received*

Four British Columbia public post-secondary institutions were eligible for and granted exempt status by the Minister in November 2003. They include: The University of British Columbia; the University of Victoria and Simon Fraser University (up to and including doctorate) and the University of Northern British Columbia (up to and including baccalaureate). These institutions are not reflected in the chart below.

<b>Applications for Exempt Status - received</b>	
<b>Institution Type</b>	<b>Number received (for review by the Board)</b>
British Columbia Public Institutions	0
Private and out-of-province public institutions	2
Total	2

- See Appendix 2 for further information on exempt status applications.

*Degree program applications - received*

<b>Degree program applications - received</b>			
<b>Institution Type</b>	<b>Number Received</b>	<b>Number for review by the Board</b>	<b>Number exempt from Board review</b>
British Columbia Public Institutions	10	7	3
Private and out-of-province public institutions	5	5	0
Total	15	12	3

- See Appendices 3 and 4 for further information on degree program applications.

**d. Recommendations made to the Minister on applications received**

<b>Recommendations made to the Minister</b>	
<b>Institution Type</b>	<b>Recommendations to approve</b>
British Columbia Public Institutions	1
Private and out-of-province public institutions	1
Total	2

- See Appendix 5 for further information on recommendations to the Minister on applications.

**e. Other activities*****Information Sessions***

In December 2003 and January 2004, the Board sponsored information sessions on the new quality assessment process for private and out-of-province public institutions and British Columbia public institutions. Board members and members of the Secretariat participated in the information sessions.

***Inter-provincial conference on quality assessment***

In February 2004, two Board members participated in an inter-provincial conference on quality assessment held in Toronto. The Deputy Minister of Advanced Education and two members of the Secretariat also attended from British Columbia.

**3. Next steps**

In 2004/05, the Board will continue its duty to review and make recommendations to the Minister on applications for Ministerial approval or consent for new degree programs, exempt status and use of the word “university”.

When the new quality assessment process was established, in November 2003, the Ministry and the Board committed to evaluate the initial criteria after the Board’s first six months of operation, based on experience applying the criteria and guidelines, and on further feedback from institutions. In 2004/05, the Board will evaluate the criteria, seek further feedback from system stakeholders and recommend changes to the criteria, as appropriate, to the Minister.

The Board will also continue to work on a number of policies related to the quality assessment process.



## Appendix 1

### Degree Quality Assessment Board members – 2003/2004

#### **Brian Gillespie, Chair**

Brian Gillespie served in a number of roles – including President, Vice-President of Education and Dean – at the British Columbia Institute of Technology over 24 years before retiring in 2000. He is a former chair of the Provincial Degree Program Review Committee and has served on the Boards of the Pacific Parklands Foundation, Vancouver General Hospital, the Science Council of British Columbia, and the former Industry Training and Apprenticeship Commission, among others. Gillespie holds a Master of Science in Physics from McMaster University and a Doctor of Higher Education from Nova University.

#### **Roger Blackman, Vice-Chair**

Roger Blackman is special advisor to the Dean of Arts for Simon Fraser University, where he has taught psychology since 1967. He is a fellow of the Canadian Psychological Association, was a founding member of the Provincial Degree Program Review Committee and served on the Board of the British Columbia Council on Admissions and Transfer. Blackman received his PhD and Master of Science in Psychology from McGill University. He holds a Bachelor of Science with honours from Edinburgh University and a Bachelor of Science from London University.

#### **Deborah Poff**

Deborah Poff is a Professor of Political Science and Philosophy at the University of Northern British Columbia. She is currently Sheldon Chumir Fellow in Public Policy. Deborah Poff was Vice-President (Academic) and Provost at the University of Northern British Columbia since 1993. Previously, she served as Director of a research institute at Mount Saint Vincent University in Halifax. Poff received her PhD from the University of Guelph, holds a Master of Arts from Carleton University and holds Bachelor of Arts with honours degrees from Queen's University and the University of Guelph. She is a former chair of the Provincial Degree Program Review Committee.

#### **Elizabeth Ashton**

Elizabeth Ashton has been the president of Camosun College since 1994. Previously, she served as Vice-President, Academic at Sir Sandford Fleming College in Peterborough and Dean of the Hospitality, Tourism and Leisure Management Division at Humber College in Toronto. Ashton received her Doctor of Philosophy in Education Administration at the University of Texas in Austin, a Master of Arts from the University of Central Michigan and a Master of Education from the University of Toronto. She is a former member of the Provincial Degree Program Review Committee.

**Appendix 1 (continued)****Harro Van Brummelen**

Harro Van Brummelen is a founding professor of Trinity Western University's teacher education program. He worked for 23 years in public and private schools as a teacher, principal and provincial co-ordinator before joining Trinity Western University in 1986 as an Associate Professor. He is currently a Professor of Education and Dean of the School of Education at Trinity Western University and chair of the Association of British Columbia Deans of Education. He received his Doctor of Education from the University of British Columbia, his Master of Education from the University of Toronto and a Bachelor of Science in Math and Physics from McGill University.

**David Sylvester**

David Sylvester is the President of Corpus Christi College, British Columbia's Catholic Liberal Arts college at the University of British Columbia. He is a member of the American Historical Association, the Medieval Academy, the Medieval Association of the Pacific and the Association of Catholic Colleges and Universities of Canada. Sylvester holds a PhD and a Master of Arts from Fordham University in New York and a Bachelor of Arts from Niagara University in New York State.

**Jock Finlayson**

Jock Finlayson is the Executive Vice-President of the Business Council of British Columbia, an association representing 190 British Columbia companies that account for one-quarter of the jobs in the province. In this role, he oversees work on economic, fiscal, tax, environmental and regulatory issues of interest to the business community. Finlayson holds a Master's degree in Business from Yale University, undergraduate and Master of Arts degrees from the University of British Columbia and a post-graduate diploma in economics from the University of London. He has written articles about economic and business issues for Business in Vancouver, the Vancouver Sun and the Financial Post.

**John Winter**

John Winter is President of the British Columbia Chamber of Commerce. He has considerable experience in the private and non-profit sectors and with government at all levels. His 29-year career in management with Molson Breweries included assignments in British Columbia, Ontario, Alberta, Quebec, Newfoundland and California. He has served as a Director of the Vancouver Board of Trade, on the Board of Tourism Vancouver and on the executive cabinet for the United Way of the Lower Mainland. Winter holds a Bachelor of Commerce from Memorial University and has studied marketing at the University of Western Ontario.

**Appendix 1 (continued)****Thomas Simons**

Thomas Simons began his career as a Project Engineer at H.A. Simons Ltd., a company his father began in Vancouver. In 1968, he was named President and CEO of the company. Following the acquisition of Simons by Agra Inc. in July 1999, Simons became a member of the company's Board of Directors. He has served on the Board of Governors of the B.C. Institute of Technology and is a past director of the Vancouver Board of Trade and the British Columbia Trade Development Corporation. He also served on the British Columbia High Technology Strategy Group. He has received honorary Doctor of Laws degrees from the British Columbia Institute of Technology and Simon Fraser University. Simons received the Benefactor of the Year Award from the Council for Resource Development, a North American organization dedicated to increasing the effectiveness of college educations.

**Stanley Shapiro**

Stanley Shapiro is a retired Professor Emeritus of Marketing and former Dean of Business at Simon Fraser University. He has taught marketing at the Wharton School of the University of Pennsylvania, and at McGill University, where he also served as Dean of Management. He is a former President of both the McGill and the Simon Fraser University (SFU) Faculty Associations. After retiring from SFU in 1999, he taught for four additional years in the "online" graduate diploma of business administration, the management of technology and the business and liberal studies programs. He is currently a member of the academic council of the Open University of British Columbia. Shapiro holds a PhD and a Master of Business Administration from the University of Pennsylvania and a Bachelor of Arts from Harvard University.

**Krista Muis (resigned)**

Krista Muis is a PhD candidate in educational psychology at Simon Fraser University. She received her Master of Arts in Psychology from the University of Victoria. Krista was awarded the Social Sciences and Humanities Research Council Award for 2002 to 2004. In 2001, she was awarded the Graduate Fellowship, and in 1997, she received the Honours Thesis Award and the Distinguished Honours Roll in Psychology. She currently serves as a research assistant for the Faculty of Education at SFU. In 2000 and 2001, the Ministry of Education employed Krista as a research analyst. She has also served as a sessional instructor and teaching assistant at both SFU and the University of Victoria. She is a past member of the Provincial Degree Program Review Committee.

**Don Ramos**

Don Ramos is pursuing his PhD in Education in the School of Curriculum Studies at the University of British Columbia. He received his Master of Arts in Communication from Simon Fraser University in January 2001 and his Bachelor of Business Administration from Simon Fraser University in August 1993. He has over 20 years' experience in the field of entertainment arts as a recording engineer and producer. Since 1985, he has also worked in this field as a Project Manager, Instructor, Department Head, Director and Dean of Education. He currently leads the Centre for Arts and Technology group of colleges as President.

**Appendix 1 (continued)***Non-voting members*

**Frank Gelin**, Executive Director and Co-Chair, British Columbia Council on Admissions and Transfer.

The mandate of the British Columbia Council on Admissions and Transfer is to facilitate admission, articulation and transfer arrangements among British Columbia post-secondary institutions. The Council's role includes coordinating articulation and transfer arrangements between public and private post-secondary institutions.

**Jim Wright**, Executive Director, Private Post Secondary Education Commission of British Columbia.

The Commission's mandate is to provide consumer protection to students attending private post-secondary education institutions in British Columbia. This is accomplished by requiring the registration of such institutions and by providing a voluntary accreditation program to registered institutions to ensure that standards of integrity and educational competence are met and maintained.

**Deborah Hull**, Director, Private Institutions and Developmental Programs Branch, Ministry of Advanced Education.

The Private Institutions and Developmental Programs Branch of the Ministry of Advanced Education is responsible for and provides secretariat support to the Degree Quality Assessment Board.

**Appendix 2**

**Applications for exempt status for Board review - received**

<u>Date Received</u>	<u>Institution</u>
December 2003	Trinity Western University
March 2004	Athabasca University

### Appendix 3

#### Degree programs for Board review - received

##### *BC Public Institutions*

<u>Date Received</u>	<u>Institution</u>	<u>Program</u>
February 2003	British Columbia Institute of Technology	Bachelor of Technology in Architectural Science
December 2003	Kwantlen University College	Bachelor of Arts in Community Criminal Justice
March 2004	Malaspina University-College	Bachelor of Arts, Major in Geography
March 2004	Malaspina University-College	Bachelor of Business Administration
December 2003	Okanagan University College	Bachelor of Arts, Major in French
December 2003	Okanagan University College	Bachelor of Arts, Major in French and Spanish
March 2004	Vancouver Community College	Bachelor of Hospitality Management

##### *Private and out-of-province public institutions*

<u>Date Received</u>	<u>Institution</u>	<u>Program</u>
January 2004	Columbia College	Associate of Arts
January 2004	Columbia College	Associate of Science
January 2004	LearningWise Inc.	Bachelor of Commerce (Technology Management)
February 2004	LearningWise Inc	Master of Business Administration
March 2004	Sprott-Shaw Community College	Bachelor of Business Administration

**Appendix 4****Degree programs exempt from Board review - received**

<u>Date Received</u>	<u>Institution</u>	<u>Program</u>
January 2004	University of Northern British Columbia	Bachelor of Science in Biochemistry and Molecular Biology
December 2003	University of Victoria	Master of Law and Doctor of Philosophy in Law
March 2004	University of Victoria	Doctor of Philosophy, Child and Youth Care

**Appendix 5****Recommendations made to the Minister on applications received**

<u>Recommendation and Date</u>	<u>Institution</u>	<u>Program/Application</u>
Recommend approval December 8, 2003	Kwantlen University College	Bachelor of Arts in Community Criminal Justice
Recommend approval March 8, 2004	Trinity Western University	Application for Exempt Status