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## SENATE STANDING COMMITTEE ON PROGRAM REVIEW

**Regular Meeting**  
**Wednesday, April 29, 2026**  
**2:00 p.m. - 4:00 p.m.**  
**Teams**

### AGENDA

1. Call to Order ..... Fergal Callaghan 2:00
2. Approval of Agenda
3. Approval of Minutes, April 1, 2026
4. Chair's Report ..... Fergal Callaghan 2:05
5. New Business
  - 5.1. Language and Culture Second Annual Follow-Up Report.....  
.....Laurance Gauvreau, Shelley Boyd 2:10
  - 5.2. Nursing External Review Report..... Fergal Callaghan 2:30
6. Items for Discussion
7. Manager's Report for OPA .....Melike Kinik-Dicleli 2:50
8. Adjournment

## SENATE STANDING COMMITTEE ON PROGRAM REVIEW

**Minutes of Regular Meeting**

**Wednesday, March 04, 2025**

**2:00 p.m. – 4:00 p.m.**

**MS Teams Online**

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**Present:**

**Voting Members**

Caja Blomley  
Craig Wright  
Fergal Callaghan, Chair  
Jack Hayes  
Jeff Dyck  
Jianying (Jennifer) Gao  
Krista Gerlich-Fitzgerald  
Laura Del Rio Torres  
Lindsay Norris  
Meredith Laird  
Nicole Beaulieu  
Rob McTavish

**Ex-Officio**

Diane Purvey, Acting President  
Kwuntiltunaat (Kim Baird), Chancellor

**Non-Voting Members**

Catherine Schwichtenberg  
Laura McDonald  
Melike Kinik-Dicleli

**Administrative Resources**

Michelle Molnar

**Guests**

Rebecca Harbut

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**Not Present:**

**Voting Members**

Bogdan Bryja  
Enrico Tanafranca  
Meredith Haaf  
Yanny Yeung

**Non-Voting Members**

Nishan Perera  
Theresa Voorsluys

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**1. Call to Order**

The Chair, Fergal Callaghan, called the meeting to order at 2:02 p.m.

**2. Approval of Agenda**

**Nicole Beaulieu moved the agenda be confirmed as circulated.**

**The motion carried.**

**3. Approval of Minutes, March 4, 2026**

**Meredith Laird moved the minutes be accepted as amended.**

**The motion carried.**

#### **4. Chair's Report**

The chair, welcomed Rob McTavish, Dean, *pro tem*, Academic and Career Preparation.

#### **5. New Business**

##### **5.1. Sustainable Agriculture Second Annual Follow-up Report**

Rebecca Harbut, Sustainable Agriculture Instructor, reported that the minor edits suggested by reviewers were completed and clarified the progress on marketing initiatives.

Action Items for the Proponents:

- Goal 1, Action item 4: Articulate the program's marketing efforts more clearly and include additional details in the progress column.

**Laura Del Rio Torres moved that the Senate Standing Committee on Program Review approve the Second Annual Follow-up Report as attached.**

**The motion carried.**

#### **6. Items for Discussion**

##### **6.1. Inclusion of Librarians on External Review Teams**

The chair requested feedback from the committee on the inclusion of Librarians to participate as internal members on external review teams which would alleviate the challenges with finding internal members. The committee expressed support and suggested including other faculty members within the Faculty of Educational Support and Development, noting the value of their perspectives and expertise.

#### **7. Manager's Report for the Office of Accountability and Planning**

Melike Kinik-Dicleli, Manager, Quality Assurance outlined upcoming external reviews for Nursing, Graphic Design for Marketing, and Entrepreneurial Leadership, and noted that the post-Baccalaureate Diploma in Operations and Supply Chain Management review was recently completed.

#### **8. Adjournment**

The meeting adjourned at 2:29 p.m.

**SENATE**

**Agenda Number: 5.1**

**Meeting Date: April 29, 2026**

**Presenter(s): Laurence Gauvreau, Shelley Boyd**

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**AGENDA TITLE: LANGUAGE AND CULTURE SECOND ANNUAL FOLLOW-UP REPORT**

**ACTION REQUESTED:** Motion

**RECOMMENDED RESOLUTION:** THAT the Senate Standing Committee on Program Review approve the Language and Culture Second Annual Follow-Up Report as attached.

THAT the program submits another annual follow-up report next year.

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**COMMITTEE REPORT**

For Secretariat Use Only

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**Attachments**

Language and Culture Second Annual Follow-Up Report

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**Submitted by**

Melike Kinik-Dicleli, Manager of Quality Assurance, Office of Planning & Accountability

**Date submitted**

March 30, 2026

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## Minor in Language and Culture Second Annual Follow-Up Report

Date Self-Study Report approved by SSCPR: November 23, 2022

Date of External Review Site Visit: March 8 & 9, 2023

Date Quality Assurance Plan approved by SSCPR: September 27, 2023

Date First Annual Follow-Up Report approved by SSCPR: October 23, 2024

Date Second Annual Follow-Up Report submitted: March 15, 2026

### SECOND PROGRESS REPORT

MONTH/YEAR WHEN THE FIVE-YEAR ACTION PLAN BEGAN: October 2023

GOAL 1: Promote the program more effectively within KPU and across the communities we serve.

Actions(s) Required to Achieve this Goal	Led By	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Identify courses that the program does not plan to offer again and establish a list of courses to be discontinued.	KIMIKO BRUCKS	October 2023	November 2023	<b>Completed</b> <ul style="list-style-type: none"> <li>- Laurence Gauvreau compiled a list of all courses.</li> <li>- Kimiko sent an email to faculty members with the list of courses in their area and asked each area to discuss and report which courses should be discontinued.</li> <li>- Kimiko shared the list of courses to be discontinued with LANC faculty members, to get feedback and everyone's approval at the department meeting in early Fall 2023.</li> </ul>
Get informed about the process for discontinuing courses.	KIMIKO BRUCKS	October 2023	November 2023	<b>Completed</b>

Actions(s) Required to Achieve this Goal	Led By	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Discontinue identified courses (LANC 4320 & others?)	KIMIKO BRUCKS	Submit the motion to Senate Standing Committee on Curriculum in November 2023 to begin the governance approval process for discontinuation.	Submitted to ASCC in Feb 2024, and SSCC in March 2024.	<p><b>Completed</b></p> <p>JAPN4400, 4410, FREN2220, LANC4320 were discontinued.</p>
Create a promotional video and material – Alumni testimonies (filmed or written) about how the program serves them now – and share it on KPU’s LANC website & send it to LANC’s Marketing and Promotion Committee.	GURPREET SIAN	July 2024	December 2026	<p><u>Delayed but in progress Completed</u></p> <p>See explanation about why to postpone the creation of this video under Goal #3, 3<sup>rd</sup> action.</p> <p>For the moment, we decided to replace filming our own video with a current Marketing project, which has a very similar goal: creating a promotional video: We received a request from Marketing on a social media project that they would like to start this year. They want to film some video content that features instructors teaching a lesson so it can be shared with our audiences on social media. By showcasing some interesting lessons, the hope is that these videos help generate program interest. Many of our instructors expressed interest in being part of the video, and Gurpreet will forward our ideas to Marketing and continue this project with Mary Quinn this year.</p>

Actions(s) Required to Achieve this Goal	Led By	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
				<a href="#">Marketing created a video where everyone did introductions of themselves in different languages. We now have this video and we will use it to promote our courses within KPU or at cultural events.</a>
Create a LANC Marketing & Promotion Committee	LAURENCE GAUVREAU	LANC meeting October 6 <sup>th</sup>	December 2023	<b>Completed</b>  Yoko, Linda, and Gurpreet are the members of this new LANC committee.
Create a PowerPoint to promote our Minor, including (a) our Ed Plan, (b) a description of the program, (c) opportunities – career paths, study paths, student exchanges, (d) our new LANC Lounge – students tutoring, LANC club, events, (e) how to declare your Minor & the benefits.	YOKO MORISHITA-HOUGHTON	October 2023	July 2024	<b>Completed</b>  The Marketing approval process took longer than we anticipated.
Create LANC promo poster	YOKO MORISHITA-HOUGHTON	October 2023	August 2024	<b>Completed</b>  We added this task along the way! Posters have been displayed on Richmond and Surrey campuses.
Make a list of the Lower Mainland high schools. Highlight schools offering languages other than French.	YOKO MORISHITA-HOUGHTON  GURPREET SIAN	October 2023	August 2024	<b>Completed</b>  The end of the Spring semester 2024 was too busy for faculty members to complete this task. The completion date has been postponed to the end of the summer 2024, and this task is now completed.



## Minor in Language and Culture Second Annual Follow-Up Report

Actions(s) Required to Achieve this Goal	Led By	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Identify culture-related events (community centers, festivals, street events, music events in one of our target languages, etc.) and make a list of the contact persons who could help us promote our program at their event.	GURPREET SIAN	October 2023	<del>December 2024</del> <a href="#">May 2026</a>	<b>Delayed but in progress</b>  I extended the completion to November 2024. This list will be used in January 2025, so the new due date works with our initial plan.
Identify Majors in different disciplines across the university, whose students could be interested in our Minor (in Asian Studies, for example)	LINDA QIAO	September 2024	November 2024	<del>Delayed but in progress</del> <a href="#">Completed</a>  I extended the completion to November 2024. This list will be used in January 2025, so the new due date works with our initial plan.
Marketing & Promotion Committee:  Consult with Asian Studies to make sure we know their Ed Plan for cross-listed courses.	LINDA QIAO	September 2024 (yearly work: to complete every September)	September 2024	<b>Delayed but now completed</b>
Communicate our Ed Plan (and cross-listed courses Ed Plan) with Advisors, Career Services, Accessibility Services, and Student Service, so they can help students chose a path effectively and accurately.	LINDA QIAO	September 2024 (yearly work: to complete every September)	September 2024	<b>Delayed but now completed</b>
Share/update our ED Plan on the Language and Culture website.	LINDA QIAO	September 2024 (yearly work: to complete every September)	September 2024	<b>Delayed but now completed</b>

## Minor in Language and Culture Second Annual Follow-Up Report

Actions(s) Required to Achieve this Goal	Led By	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Facilitate and promote information about the Minor (Advisors visit in class for Declaration Month, posters on campus, ask all LANC faculty members to present our Promo PowerPoint in class)	LAURENCE GAUVREAU	September 2024, January 2025, May 2025  (to be completed every September, January, and May)	September 2024	<b>Completed</b>  This task could not be completed in January 2024 because the Promotional PowerPoint was not ready yet (refer to the 6 <sup>th</sup> action under this Goal #1). It was done in September 2024 and will be done every semester moving forward.
Promote the program in high schools (grade 12): send them the promotional video or testimonies (texts) once they are done around April 2024 / send the short PowerPoint to promote the program / offer to Zoom with the class for 5-10 minutes to promote the program.	YOKO MORISHITA-HOUGHTON	January 2025 (yearly work: to complete every January)	January 2025	<del>In progress</del> <b>Cancelled</b>  <u>In January 2025, over 200 emails were sent, but not a single response was received. Due to this lack of response, proposed 5–10-minute Zoom sessions with classes could not be conducted. Similar negative outcomes were reported by the ENTA promotion committee. The results of these efforts were presented at LANC department meetings. There is a consensus within the department that email-based promotion is not working. Additionally, outreach to high school teachers revealed that they are unable to promote our courses.</u>
Reach out to the culture-event listed contact persons and ask how we could promote our Minor at their event (print and send posters. Present our Promo PowerPoint. Play our promotional video. Send someone to give a short presentation.)	GURPREET SIAN	January 2025 (yearly work: to complete every January)	<del>January 2025</del> <u>January 2027</u>	<b>In progress</b>  <u>Once the contact list is established (May 2026), this task will be completed every January, from now on.</u>

## Minor in Language and Culture Second Annual Follow-Up Report

Actions(s) Required to Achieve this Goal	Led By	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Promote our BA Minor to target students majoring in different disciplines across the university, not just Asian Studies – ask instructors to present our Promo PowerPoint in class or to post it on their Moodle site.	<a href="#">LINDA QIAO</a>  <a href="#">JUSTIN STEIN</a>	November 2024  (yearly work: to complete every September)	<del>November 2024</del>  <a href="#">September 2026</a>	<b>In progress</b>  This task should be completed every September but since the list of “Majors in different disciplines across the university, whose students could be interested in our Minor” has not been completed on time, this task was postponed from September to November this year.  <a href="#">Linda retired this year. Therefore, nobody completed this task in November 2024 or 2025. Linda’s task has been delegated to Justin, who will promote our courses within KPU every September from now on.</a>
Meet with LANC faculty to discuss the pace of 1 <sup>st</sup> -year language classes, how to deal with varying skill levels among students in one class, and how to encourage 2 <sup>nd</sup> -year course enrollment.	LAURENCE GAUVREAU	LANC meeting February 2024	February 2024	<b>Completed</b>  This item was moved to the next meeting because December meeting agenda was already full.
Meet with colleagues teaching the same 1st year courses and establish strategies to ensure appropriate pace, language assessments, similar course content, and how to promote 2nd-year courses.	LAURENCE GAUVREAU	January 2024	August 2024	<b>Completed</b>  The strategies that have been implanted: 1. We reviewed our Recognition of Achievement types. 2. We established that everyone should include COIL in one of their courses within the next year (see new action in Goal #3).

**GOAL 2:** Create a “Language and Culture Program” community.

Actions(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Create a LANC Lounge Committee	LAURENCE GAUVREAU	LANC meeting October 6 <sup>th</sup> 2023	October 2023	<b>Completed</b> Mélanie and Ranbir (replaced by Jasmine while on Leave) are the members of this new LANC committee.
LANC Lounge Committee: <ul style="list-style-type: none"> <li>- Explore options for gathering students in Fir 110 or elsewhere to tutor, study, and hold language club meetings.</li> <li>- Collect data on faculty and student preferences regarding books, eBooks, periodicals, journals, and learning resources (such as vocabulary games, cue cards, etc.)</li> <li>- Subscribe or buy new ones (depending on faculty’s needs and student’s interests) and display them in the new LANC Lounge room.</li> <li>- Gather a list, from each mini area, of Open Resources (relevant eBooks, magazines, and websites for each of their courses), and post the list on the LANC website &amp; in the new LANC Lounge room.</li> <li>- Gather a list, from each mini area, of library resources, and post it in the new LANC lounge room.</li> <li>- Consult with Counselling Services to explore ways to meet the student’s needs in terms of emotional and physical safety that apply to all our courses.</li> </ul>	JASMINE SANDHER  MELANIE RUFFIÉ	October 2023	December 2023	<b>Completed</b>

Actions(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
LANC Lounge Committee: - Facilitate & promote a student lead LANC club.	RANBIR JOHAL	September 2024 (yearly work: to complete every September and January)	September 2024	<b>Completed</b> This task was postponed because the Lounge was not setup yet (it took time to remove furniture from Fir 110, and to organize the space).
Promote tutoring among students.	MÉLANIE RUFFIÉ	October 2024 (yearly work: to complete every October and February)	October 2024	<b>Completed</b> This task was postponed because the Lounge was not setup yet (it took time to remove furniture from Fir 110, and to organize the space).
Post library orientation information in the new LANC lounge room.	RANBIR JOHAL	September 2024 (yearly work: to complete every September)	September 2024	<b>Completed</b> This task was postponed because the Lounge was not setup yet (it took time to remove furniture from Fir 110, and to organize the space).
Organize an annual singing/karaoke event	JUSTIN STEIN	January 2025	April 2025	<del>Postponed but in progress</del> <b>Completed</b> The next one is scheduled for Spring 2025 because we could not get the Hospitality Form on time for June, and because Justin is not working during the Fall 2024.  <a href="#"><u>Two LANC Sings events were held in 2025 — March 13 and October 16. They were well attended and helped promote the LANC department.</u></a>

## Minor in Language and Culture Second Annual Follow-Up Report

**GOAL 3:** Grow and build work-related or real life-related opportunities for students to use what they have learned or what they are learning in the program.

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Decide who wants to be part of LANC Program Advisory Committee (PAC)	LAURENCE GAUVREAU	LANC meeting October 2023	October 2023	<b>Completed</b> Ana Robles & Nicole Beaulieu volunteered.
Create LANC Program Advisory Committee (PAC): get informed about the process, tasks, resources	ANA ROBLES	October 2023	December 2023	<b>Completed</b>
<p>Get in touch with Alumni and gather information about where they work or volunteer</p> <p>Get information about the skills required to obtain these positions or how the skills acquired in our program serve them in their lives.</p> <p>Forward this information and contact information to the Social Media Committee (Ana Robles), Marketing and Promotion Committee &amp; Experiential learning/exchange Committee</p>	NICOLE BEAULIEU ANA ROBLES	October 2023	September 2026	<p>This information will be used by the Social Media Committee to create promotional video (goal #1), Marketing and Promotion Committee to create a promotional PowerPoint (goal #1) and Experiential learning Committee to create relationships with employers, organizations, or communities (goal #3)</p> <p><u><a href="#">Delayed &amp; modified but in progress Completed</a></u></p> <p>Overview: Diligent efforts were made to gather feedback and insights through surveys to enhance the Program Advisory Committee (PAC) for the Language and Culture (LANC) program at KPU. Initial steps involved researching policies and procedures for PAC and engaging with various departments within KPU, including the Registrar, Alumni Affairs Office, and the Office of Planning and Accountability (OPA) to help our PAC reach alumni and gather testimonials.</p> <p>Findings and Recommendations: Despite thorough preparation and collaboration, challenges arose in obtaining approval for surveys aimed at alumni and current students. OPA communicated concerns about low response rates, leading to the denial of both surveys. Alternatively, avenues for updating program information in the University calendar were suggested to enhance awareness among students. While efforts to utilize the Dashboard for alumni insights proved unfruitful, the guidance</p>

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
				<p>provided by OPA underscores the importance of strategic engagement and dialogue with current students within the PAC framework. Furthermore, the PAC identified that the compact nature of our LANC department, coupled with the distinct and specialized characteristics of each of our programs, presents considerable difficulties in establishing an integrated PAC and crafting promotional materials that comprehensively represent each program. In its ongoing efforts, the PAC is considering alternative strategies to emphasize internal marketing to existing students and leverage the PAC for student engagement. Going forward, a focus on internal channels and direct student involvement will be paramount for gathering meaningful feedback and advancing the objectives of the PAC committee.</p> <p>Conclusion: Unfortunately, the goal to "Create a promotional video and material – Alumni testimonies (filmed or written) about how the program serves them now – and share it on KPU’s LANC website &amp; send it to LANC’s Marketing and Promotion Committee" will likely not be accomplished by January 2025. The primary hindrance stems from the challenges encountered in securing approval for surveys targeting alumni and current students. Without the necessary feedback and insights from these stakeholders, crafting compelling testimonies becomes significantly challenging. Focus on internal channels and direct engagement will be our new strategy to try to get in touch with our Alumni during the next 2 years, and gather the information needed about where they work and volunteer.</p> <p><a href="#">The PAC Committee developed a Reflection Questionnaire to better understand students’ motivations for enrolling in language courses, their intended learning outcomes, and anticipated future use of their language skills. More than 100 responses were collected and</a></p>

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
				<a href="#"><u>systematically tallied using committee-created worksheets. Findings indicate two primary motivational categories: (1) academic and career-related benefits, and (2) personal and social interests. Students frequently cited enhanced employment opportunities and travel as key reasons for pursuing language study. These results will be shared with faculty in LANC and with the Social Media Committee to support marketing and promotional initiatives.</u></a>
<i>Create LANC Experiential Learning &amp; Exchange Committee</i>	LAURENCE GAUVREAU	LANC meeting October 6 <sup>th</sup> , 2023	October 2023	<b>Completed</b> Laurence is the leader of this new LANC committee.
Reach out to the Dean, KPU international and COIL to make a list of existing student exchanges available (with financial aids available & links for more information).  Discuss the options available to restart students exchange options or create new ones – so we can have more opportunities for students taking any of our language courses.	LAURENCE GAUVREAU	January 2024	April 2024	<b>Completed</b> See next 3 actions to know what we decided to move forward with.
Create LANC Experiential Learning & Exchange Committee	LAURENCE GAUVREAU	LANC meeting October 6 <sup>th</sup> , 2023	October 2023	<b>Completed</b> Laurence is the leader of this new LANC committee.

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
<p>Reach out to the Dean, KPU international and COIL to make a list of existing student exchanges available (with financial aids available &amp; links for more information).</p> <p>Discuss the options available to restart students exchange options or create new ones – so we can have more opportunities for students taking any of our language courses.</p>	LAURENCE GAUVREAU	January 2024	April 2024	<p><b>Completed</b></p> <p>See next 3 actions to know what we decided to move forward with.</p>
<p>With information provided by PAC: Create relationships with employers, organizations, or communities, and develop a list of volunteering/work opportunities with contact person information.</p>	LAURENCE GAUVREAU	April 2024	August 2024	<p><b>This action -will not be completed</b></p> <p>PAC could not establish such connexions. However, we won't create this list anymore because we decided to add COIL, and eventually WIL, to many of our courses, to achieve our goal.</p>
<p>Promote work-related and volunteering opportunities:</p> <ul style="list-style-type: none"> <li>- Reach out to employers, organization, communities and ask for their needs.</li> <li>- Make a list of positions available, with contact information.</li> <li>- Ask LANC faculty members to promote this initiative and list in class.</li> <li>- Ask LANC faculty members to display this information on Moodle.</li> </ul>	LAURENCE GAUVREAU	September 2024 (yearly work: to complete every sept.)	October 2024	<p><b>This action will not be completed</b></p> <p>PAC could not establish such connexions. However, we won't create this list anymore because we decided to add COIL, and eventually WIL, to many of our courses, to achieve our goal.</p> <p>Also, the next action (Promote student exchanges) includes slides about volunteering and community opportunities.</p>
<p>Promote student exchanges (and financial aids)</p>	LAURENCE GAUVREAU	September 2024	October 2024	<p><b>Completed</b></p>



## Minor in Language and Culture Second Annual Follow-Up Report

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
		(yearly work: to complete every September, January, and May		Laurence created a PowerPoint (with Ada Lee and KPU International Programs) with all current student exchanges, field trips, and volunteering opportunities (with links) that could be related to studying a language. She asked LANC department to share this PowerPoint in every class and on their <i>Moodle</i> pages. Moving forward, she will ask to share this PowerPoint every September/January/May.

**GOAL 4:** Ensure and improve successful student progression through the degree.

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Decide who will take care of “adding 3 credits to the Minor” idea.	LAURENCE GAUVREAU	LANC meeting October 6 <sup>th</sup> , 2023	October 2023	<b>Completed</b> Yanfeng volunteered.
Meet with Arts Advisors and ask to provide data as to the impact that adding 3 credits to the Minor might have on students’ ability to complete the Minor.	YANFENG QU	October 2023	October 2023	<b>Completed</b>
Meet with LANC faculty to discuss results provided by Arts advisors.	YANFENG QU	LANC meeting in December 2023	December 2023	<b>Completed</b>
Meet with Arts Associate Dean to start & complete the process of adding 3 credits to the language requirement of the minor (if this idea is successful).	YANFENG QU	January 2024	January 2026	The idea was not successful. Therefore, we do not need to accomplish this action.
Meet with LANC faculty and discuss the idea of adding more courses in rotation, adding blended or online courses, and other ideas.	LAURENCE GAUVREAU	LANC meeting December 2023	December 2023	<b>Completed</b>  We discussed ideas but nothing seemed interesting to faculty members: blended courses were NOT successful in the past; no more courses need to be in rotation.  As it is mentioned in Goal #1, last action, we decided to focus on (1) reviewing our Recognition of Achievement types, to make it more appealing and motivates students to take more language courses, and (2) include COIL to courses within the next year (see new action in Goal #3).
Meet with the Dean and Associate Dean to discuss how to support the	ANA ROBLES,		June 2024	<b>Postponed but now completed</b>

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Program's growth and improve its progression.	LAURENCE GAUVREAU And YANFENG QU	June 2024		<p>This action was postponed because Laurence was busy organizing the Arts Governance Retreat during Spring 2024.</p> <p>The Dean explained how the Dean's Office allocate new sections in Ed Plan, shared current challenges with enrolments, and seemed excited about all our promotion &amp; community building initiatives. We decided to see how effective these initiatives are within the next couple of years.</p>
Consult with Senate Standing Committee on Curriculum, program and curriculum support in Provost's office, and/or Dean's office about the steps to modify pre-requisites.	KIMI KO BRUCKS	January 2024	February 2024	<b>Completed</b>
Report how to modify pre-requisites, ask LANC faculty members about courses that need changes & their rationale, and go on with the process.	KIMI KO BRUCKS	February 2024	September 2024	<p><b>Delayed but completed</b></p> <p>Many instructors do not work during the summer, and we decided to go on with the process in September 2024 with ASCC.</p>

**GOAL 5:** Expand decolonization and Indigenization into the program.

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Find workshop(s) for all LANC faculty members about Decolonisation and Indigenization (asynchronous or synchronous and attend together) and facilitate the workshop(s).	PAIVI KOSKINEN	September 2023	December 2023	<p><b>Completed</b></p> <p>Each faculty completed the KPU modules on Indigenous Awareness and watched a taped talk from the KPU Indigenous Dialogue series by Dr. Pam Palmater. We had a discussion at our February 2 meeting on what we had taken away from those.</p>
Consult with Associate Vice President, Indigenous Leadership, Innovation, and Partnerships to talk about hiring an Indigenous person with connections to the community, to run the development of any courses beyond CREE 1100.	JENNIFER ANAQUOD	September 2023	December 2024	<p>The discussions need to include questions about developing either a non-credit course for community members, or credit course for Indigenous and non-Indigenous students, or both.</p> <p><del>Postponed but in progress</del> <b>Completed</b></p> <p>Jennifer and Paivi had agreed to arrange a meeting with Gayle Bedard, Associate Vice President Indigenous Leadership. Once they had heard Gayle’s views on the big picture of Indigenous languages at KPU, they could move forward to talking to the Indigenous Studies program, CRWR, etc. This meeting did not happen yet, due to Jennifer’s illness. Jennifer now confirms that they are trying to find time to meet in September 2024.</p> <p><a href="#"><u>Jennifer met with Gayle and talked about the process and consultation that needs to happen before developing courses beyond CREE 1100. The main conclusion is a need to meet with the host nation and include them in the process.</u></a></p>

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Consult with the community about creating courses. <ul style="list-style-type: none"> <li>- A collaboration with Creative Writing (writing children’s book) – see below</li> <li>- Develop community based hə́ŋqəmińə́m classes</li> </ul>	JENNIFER ANAQUOD	April 2024	September 2024	The discussions need to include questions about developing either non-credit course for community members, or credit course for Indigenous and non-Indigenous students, or both.  <b>Completed</b>  Jennifer met with Fern Gabriel from Kwantlen First Nation and discuss hə́ŋqəmińə́m courses. Fern teaches hə́ŋqəmińə́m for the Langley School Board and would be the connection between Kwantlen First Nation and KPU.
Develop community based hə́ŋqəmińə́m classes. * If there is a need/desire/instructor from the community	TBD (based on discussions with the community)	September 2024	April 2025	This action is now included in the action above.
Consult with Indigenous Studies to develop language and culture courses (cross-listed).	JENNIFER ANAQUOD and PAIVI KOSKINEN	October 2023	December 2024	<p><del>Postponed and now in progress</del> <b>Completed</b></p> <p>Postponed because Jennifer was sick.</p> <p>Jennifer will discuss this topic during the next Indigenous Studies department meeting.</p> <p><a href="#">Indigenous Studies department is happy to cross list the CREE course(s) and Jennifer will move forward to make sure it happens.</a></p>
Develop CREE 1101: writing the course outline & developing course materials.	JENNIFER ANAQUOD	September 2023	September 2024	<b>Completed</b>
Submit the new course outline to Senate Standing Committee on Curriculum for approval.	JENNIFER ANAQUOD	December 2023	September 2024	<b>Completed</b>

## Minor in Language and Culture Second Annual Follow-Up Report

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
				Postponed because Jennifer was sick. We hope that the course will be ready to be offered Spring 2025.
Discuss adding CREE 1100 and 1101 to a future Indigenous Studies Degree and/or the Indigenous Community Justice minor.	JENNIFER ANAQUOD	January 2025	April 2025	<p>Postponed because Jennifer was sick.</p> <p><b><u>Cancelled</u></b></p> <p><u>We will start by meeting with the host nation and see which courses can be developed, before considering adding CREE 1100 and 1101 to any degree or minor.</u></p> <p><u>Also, in the actual context (department merge, layoffs, reductions), we realize that this task should be revisited in a few years. We will start by creating CREE 1101 (which will take a significant amount of time) and go from there.</u></p>

**GOAL 6:** Better align Program Learning Outcomes (PLO) and Course Learning Outcomes (CLO) in the program.

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
<p>Review our Program Learning Outcomes (the Program Learning Outcomes were created at the beginning of this Program Review and will certainly need revisions before our next Program review).</p> <ul style="list-style-type: none"> <li>- Establish where our Alumni are working/studying.</li> <li>- Identify the skills needed for these positions/studies.</li> <li>- Review the Program Learning Outcomes, based on these findings.</li> </ul>	ANA ROBLES NICOLE BEAULIEU	January 2027	April 2027	<p>Ask Laurence Gauvreau about the process of creating Program Learning Outcomes, which she has done at the beginning of this Program Review.</p> <p><b>Postponed but in progress</b></p> <p>This task is postponed because we could not establish relationships with Alumni to know where</p>



## Minor in Language and Culture Second Annual Follow-Up Report

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
				they work or study.  This process looks much more difficult than we anticipated (see explanations under goal #3) and we established that Ana and Nicole need to build internal channels first in order to get in touch with Alumni, which should be done by September 2026. Then, they will be busy with creating a promotional video (Sept.-Dec. 2026). Then, they can start working on the reviewing the Program Learning Outcomes.
Identify the courses for which Courses Learning Outcomes need revision.	ANA ROBLES NICOLE BEAULIEU	April 2027	May 2027	<p><b>Postponed but in progress</b></p> <p>All these actions have been postponed due to the previous action being postponed.</p>
Share the desired modification with LANC faculty.	ANA ROBLES NICOLE BEAULIEU	LANC meeting May 2027	May 2027	
Get informed about the process to modify Course Learning Outcomes.	ANA ROBLES NICOLE BEAULIEU	May 2027	June 2027	
Modify the desired Course Learning Outcomes.	ANA ROBLES NICOLE BEAULIEU	June 2027	August 2027	



**SENATE STANDING COMMITTEE ON PROGRAM REVIEW**  
 Reviewers' Comments: Language and Culture Second Annual Follow-Up Report

REPORT: Minor in Language and Culture Second Annual Follow-Up Report

**Instructions for Reviewers**

Your assessment should ensure that progress on the Goals and Planned Actions is clearly articulated. If no progress has occurred on a Goal and/or Planned Action, please ensure that a clear rationale has been provided.

**OVERALL ASSESSMENT:**  
*Please provide a brief assessment of the Annual Follow-Up Report under review and an overall recommendation.*

**Reviewer #1:** Generally, almost all the actions required to achieve the six goals of the Minor in Language and Culture Program were satisfied.

**Reviewer #2:** The annual follow-up report clearly presents progress against each goal. The majority of items have been successfully completed. For those not accomplished or delayed, the report provides clear, well-reasoned rationales. Well done.

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**The Report (select the box that corresponds to your recommendation):**

Reviewer #1 & 2: Recommend for approval by the SSCPR as is

Recommend for approval by the SSCPR pending suggested actions (see below)

Recommend for rejection by the SSCPR

**MAJOR ISSUES AND SUGGESTED ACTIONS:**

Complete this section ONLY if you have identified the following major issues with the Annual Follow-Up:

- a) Progress to date is unclear.
- b) No clear rationale has been provided for why no progress has occurred.

Issue (page #)	Suggested Action	Program's Response
On Page 3, the last row, what happened to the list of contact persons who could help in promoting the programs in culture-related events?	Needs an update	The person who was supposed to take care of this task did not do it and did not provide any reasons. They said they will make sure to complete it by May 2026, so I simply modified the "complete by" date.
On page 10, about the conclusion.	Instead of during the next two years, alumni should be contacted as early as 6 months. This will anticipate the possible changes in the contact information of the alumni as early as possible.	The strategy (Focus on internal channels and direct engagement) will be used many times during the next 2 years, not just once during this period. I can let the team know that it would be great to do this every 6 months.

**MINOR EDITS (Spelling, syntax, word choice and other mechanical issues).**

Please list corresponding page numbers. Minor edits are NOT discussed at the SSCPR meeting. Add or remove rows as needed.

Minor Edits (page #)
On Page 12, the word connexions in the third row, first sentence.
On Page 12, the first row is a duplicate of a row on page 11.



## Minor in Language and Culture Second Annual Follow-Up Report

**Date Self-Study Report approved by SSCPR:** November 23, 2022

**Date of External Review Site Visit:** March 8 & 9, 2023

**Date Quality Assurance Plan approved by SSCPR:** September 27, 2023

**Date First Annual Follow-Up Report approved by SSCPR:** October 23, 2024

**Date Second Annual Follow-Up Report submitted:** March 15, 2026

### SECOND PROGRESS REPORT

**MONTH/YEAR WHEN THE FIVE-YEAR ACTION PLAN BEGAN:** October 2023

**GOAL 1:** Promote the program more effectively within KPU and across the communities we serve.

Actions(s) Required to Achieve this Goal	Led By	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Identify courses that the program does not plan to offer again and establish a list of courses to be discontinued.	KIMIKO BRUCKS	October 2023	November 2023	<b>Completed</b> <ul style="list-style-type: none"> <li>- Laurence Gauvreau compiled a list of all courses.</li> <li>- Kimiko sent an email to faculty members with the list of courses in their area and asked each area to discuss and report which courses should be discontinued.</li> <li>- Kimiko shared the list of courses to be discontinued with LANC faculty members, to get feedback and everyone's approval at the department meeting in early Fall 2023.</li> </ul>
Get informed about the process for discontinuing courses.	KIMIKO BRUCKS	October 2023	November 2023	<b>Completed</b>



## Minor in Language and Culture Second Annual Follow-Up Report

Actions(s) Required to Achieve this Goal	Led By	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Discontinue identified courses (LANC 4320 & others?)	KIMIKO BRUCKS	Submit the motion to Senate Standing Committee on Curriculum in November 2023 to begin the governance approval process for discontinuation.	Submitted to ASCC in Feb 2024, and SSCC in March 2024.	<b>Completed</b> JAPN4400, 4410, FREN2220, LANC4320 were discontinued.
Create a promotional video and material – Alumni testimonies (filmed or written) about how the program serves them now – and share it on KPU’s LANC website & send it to LANC’s Marketing and Promotion Committee.	GURPREET SIAN	July 2024	December 2026	<del>Delayed but in progress</del> <b>Completed</b> See explanation about why to postpone the creation of this video under Goal #3, 3 <sup>rd</sup> action.  For the moment, we decided to replace filming our own video with a current Marketing project, which has a very similar goal: creating a promotional video: We received a request from Marketing on a social media project that they would like to start this year. They want to film some video content that features instructors teaching a lesson so it can be shared with our audiences on social media. By showcasing some interesting lessons, the hope is that these videos help generate program interest. Many of our instructors expressed interest in being part of the video, and Gurpreet will forward our ideas to Marketing and continue this project with Mary Quinn this year.



## Minor in Language and Culture Second Annual Follow-Up Report

Actions(s) Required to Achieve this Goal	Led By	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
				<u>Marketing created a video where everyone did introductions of themselves in different languages. We now have this video and we will use it to promote our courses within KPU or at cultural events.</u>
Create a LANC Marketing & Promotion Committee	LAURENCE GAUVREAU	LANC meeting October 6 <sup>th</sup>	December 2023	<b>Completed</b>  Yoko, Linda, and Gurpreet are the members of this new LANC committee.
Create a PowerPoint to promote our Minor, including (a) our Ed Plan, (b) a description of the program, (c) opportunities – career paths, study paths, student exchanges, (d) our new LANC Lounge – students tutoring, LANC club, events, (e) how to declare your Minor & the benefits.	YOKO MORISHITA-HOUGHTON	October 2023	July 2024	<b>Completed</b>  The Marketing approval process took longer than we anticipated.
Create LANC promo poster	YOKO MORISHITA-HOUGHTON	October 2023	August 2024	<b>Completed</b>  We added this task along the way! Posters have been displayed on Richmond and Surrey campuses.
Make a list of the Lower Mainland high schools. Highlight schools offering languages other than French.	YOKO MORISHITA-HOUGHTON  GURPREET SIAN	October 2023	August 2024	<b>Completed</b>  The end of the Spring semester 2024 was too busy for faculty members to complete this task. The completion date has been postponed to the end of the summer 2024, and this task is now completed.



## Minor in Language and Culture Second Annual Follow-Up Report

Actions(s) Required to Achieve this Goal	Led By	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Identify culture-related events (community centers, festivals, street events, music events in one of our target languages, etc.) and make a list of the contact persons who could help us promote our program at their event.	GURPREET SIAN	October 2023	<del>December 2024</del> <u>May 2026</u>	<b>Delayed but in progress</b>  I extended the completion to November 2024. This list will be used in January 2025, so the new due date works with our initial plan.
Identify Majors in different disciplines across the university, whose students could be interested in our Minor (in Asian Studies, for example)	LINDA QIAO	September 2024	November 2024	<del>Delayed but in progress</del> <b>Completed</b>  I extended the completion to November 2024. This list will be used in January 2025, so the new due date works with our initial plan.
Marketing & Promotion Committee:  Consult with Asian Studies to make sure we know their Ed Plan for cross-listed courses.	LINDA QIAO	September 2024 (yearly work: to complete every September)	September 2024	<b>Delayed but now completed</b>
Communicate our Ed Plan (and cross-listed courses Ed Plan) with Advisors, Career Services, Accessibility Services, and Student Service, so they can help students chose a path effectively and accurately.	LINDA QIAO	September 2024 (yearly work: to complete every September)	September 2024	<b>Delayed but now completed</b>
Share/update our ED Plan on the Language and Culture website.	LINDA QIAO	September 2024 (yearly work: to complete every September)	September 2024	<b>Delayed but now completed</b>

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## Minor in Language and Culture Second Annual Follow-Up Report

Actions(s) Required to Achieve this Goal	Led By	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Facilitate and promote information about the Minor (Advisors visit in class for Declaration Month, posters on campus, ask all LANC faculty members to present our Promo PowerPoint in class)	LAURENCE GAUVREAU	September 2024, January 2025, May 2025  (to be completed every September, January, and May)	September 2024	<b>Completed</b>  This task could not be completed in January 2024 because the Promotional PowerPoint was not ready yet (refer to the 6 <sup>th</sup> action under this Goal #1). It was done in September 2024 and will be done every semester moving forward.
Promote the program in high schools (grade 12): send them the promotional video or testimonies (texts) once they are done around April 2024 / send the short PowerPoint to promote the program / offer to Zoom with the class for 5-10 minutes to promote the program.	YOKO MORISHITA-HOUGHTON	January 2025 (yearly work: to complete every January)	January 2025	<b>In-progress Cancelled</b>  <u>In January 2025, over 200 emails were sent, but not a single response was received. Due to this lack of response, proposed 5–10-minute Zoom sessions with classes could not be conducted. Similar negative outcomes were reported by the ENTA promotion committee. The results of these efforts were presented at LANC department meetings. There is a consensus within the department that email-based promotion is not working. Additionally, outreach to high school teachers revealed that they are unable to promote our courses.</u>
Reach out to the culture-event listed contact persons and ask how we could promote our Minor at their event (print and send posters. Present our Promo PowerPoint. Play our promotional video. Send someone to give a short presentation.)	GURPREET SIAN	January 2025 (yearly work: to complete every January)	<del>January 2025</del> <u>January 2027</u>	<b>In progress</b>  <u>Once the contact list is established (May 2026), this task will be completed every January, from now on.</u>

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## Minor in Language and Culture Second Annual Follow-Up Report

Actions(s) Required to Achieve this Goal	Led By	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Promote our BA Minor to target students majoring in different disciplines across the university, not just Asian Studies – ask instructors to present our Promo PowerPoint in class or to post it on their Moodle site.	<del>LINDA QIAO</del> <u>JUSTIN STEIN</u>	November 2024 (yearly work: to complete every September)	<del>November 2024</del> <u>September 2026</u>	<b>In progress</b>  This task should be completed every September but since the list of “Majors in different disciplines across the university, whose students could be interested in our Minor” has not been completed on time, this task was postponed from September to November this year.  <u>Linda retired this year. Therefore, nobody completed this task in November 2024 or 2025. Linda’s task has been delegated to Justin, who will promote our courses within KPU every September from now on.</u>
Meet with LANC faculty to discuss the pace of 1 <sup>st</sup> -year language classes, how to deal with varying skill levels among students in one class, and how to encourage 2 <sup>nd</sup> -year course enrollment.	LAURENCE GAUVREAU	LANC meeting February 2024	February 2024	<b>Completed</b>  This item was moved to the next meeting because December meeting agenda was already full.
Meet with colleagues teaching the same 1st year courses and establish strategies to ensure appropriate pace, language assessments, similar course content, and how to promote 2nd-year courses.	LAURENCE GAUVREAU	January 2024	August 2024	<b>Completed</b>  The strategies that have been implanted: 1. We reviewed our Recognition of Achievement types. 2. We established that everyone should include COIL in one of their courses within the next year (see new action in Goal #3).



## Minor in Language and Culture Second Annual Follow-Up Report

**GOAL 2:** Create a “Language and Culture Program” community.

Actions(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Create a LANC Lounge Committee	LAURENCE GAUVREAU	LANC meeting October 6 <sup>th</sup> 2023	October 2023	<b>Completed</b> Mélanie and Ranbir (replaced by Jasmine while on Leave) are the members of this new LANC committee.
LANC Lounge Committee: <ul style="list-style-type: none"> <li>- Explore options for gathering students in Fir 110 or elsewhere to tutor, study, and hold language club meetings.</li> <li>- Collect data on faculty and student preferences regarding books, eBooks, periodicals, journals, and learning resources (such as vocabulary games, cue cards, etc.)</li> <li>- Subscribe or buy new ones (depending on faculty’s needs and student’s interests) and display them in the new LANC Lounge room.</li> <li>- Gather a list, from each mini area, of Open Resources (relevant eBooks, magazines, and websites for each of their courses), and post the list on the LANC website &amp; in the new LANC Lounge room.</li> <li>- Gather a list, from each mini area, of library resources, and post it in the new LANC lounge room.</li> <li>- Consult with Counselling Services to explore ways to meet the student’s needs in terms of emotional and physical safety that apply to all our courses.</li> </ul>	JASMINE SANDHER  MELANIE RUFFIÉ	October 2023	December 2023	<b>Completed</b>



## Minor in Language and Culture Second Annual Follow-Up Report

Actions(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
LANC Lounge Committee: - Facilitate & promote a student lead LANC club.	RANBIR JOHAL	September 2024 (yearly work: to complete every September and January)	September 2024	<b>Completed</b> This task was postponed because the Lounge was not setup yet (it took time to remove furniture from Fir 110, and to organize the space).
Promote tutoring among students.	MÉLANIE RUFFIÉ	October 2024 (yearly work: to complete every October and February)	October 2024	<b>Completed</b> This task was postponed because the Lounge was not setup yet (it took time to remove furniture from Fir 110, and to organize the space).
Post library orientation information in the new LANC lounge room.	RANBIR JOHAL	September 2024 (yearly work: to complete every September)	September 2024	<b>Completed</b> This task was postponed because the Lounge was not setup yet (it took time to remove furniture from Fir 110, and to organize the space).
Organize an annual singing/karaoke event	JUSTIN STEIN	January 2025	April 2025	<del>Postponed but in progress</del> <b>Completed</b> The next one is scheduled for Spring 2025 because we could not get the Hospitality Form on time for June, and because Justin is not working during the Fall 2024. <u>Two LANC Sings events were held in 2025 — March 13 and October 16. They were well attended and helped promote the LANC department.</u>

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## Minor in Language and Culture Second Annual Follow-Up Report

**GOAL 3:** Grow and build work-related or real life-related opportunities for students to use what they have learned or what they are learning in the program.

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Decide who wants to be part of LANC Program Advisory Committee (PAC)	LAURENCE GAUVREAU	LANC meeting October 2023	October 2023	<b>Completed</b> Ana Robles & Nicole Beaulieu volunteered.
Create LANC Program Advisory Committee (PAC): get informed about the process, tasks, resources	ANA ROBLES	October 2023	December 2023	<b>Completed</b>
<p>Get in touch with Alumni and gather information about where they work or volunteer</p> <p>Get information about the skills required to obtain these positions or how the skills acquired in our program serve them in their lives.</p> <p>Forward this information and contact information to the Social Media Committee (Ana Robles), Marketing and Promotion Committee &amp; Experiential learning/exchange Committee</p>	NICOLE BEAULIEU  ANA ROBLES	October 2023	September 2026	<p>This information will be used by the Social Media Committee to create promotional video (goal #1), Marketing and Promotion Committee to create a promotional PowerPoint (goal #1) and Experiential learning Committee to create relationships with employers, organizations, or communities (goal #3)</p> <p><del>Delayed &amp; modified but in progress</del> <b>Completed</b></p> <p>Overview: Diligent efforts were made to gather feedback and insights through surveys to enhance the Program Advisory Committee (PAC) for the Language and Culture (LANC) program at KPU. Initial steps involved researching policies and procedures for PAC and engaging with various departments within KPU, including the Registrar, Alumni Affairs Office, and the Office of Planning and Accountability (OPA) to help our PAC reach alumni and gather testimonials.</p> <p>Findings and Recommendations: Despite thorough preparation and collaboration, challenges arose in obtaining approval for surveys aimed at alumni and current students. OPA communicated concerns about low response rates, leading to the denial of both surveys. Alternatively, avenues for updating program information in the University calendar were suggested to enhance awareness among students. While efforts to utilize the Dashboard for alumni insights proved unfruitful, the guidance</p>



## Minor in Language and Culture Second Annual Follow-Up Report

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
				<p>provided by OPA underscores the importance of strategic engagement and dialogue with current students within the PAC framework. Furthermore, the PAC identified that the compact nature of our LANC department, coupled with the distinct and specialized characteristics of each of our programs, presents considerable difficulties in establishing an integrated PAC and crafting promotional materials that comprehensively represent each program. In its ongoing efforts, the PAC is considering alternative strategies to emphasize internal marketing to existing students and leverage the PAC for student engagement. Going forward, a focus on internal channels and direct student involvement will be paramount for gathering meaningful feedback and advancing the objectives of the PAC committee.</p> <p>Conclusion: Unfortunately, the goal to "Create a promotional video and material – Alumni testimonies (filmed or written) about how the program serves them now – and share it on KPU’s LANC website &amp; send it to LANC’s Marketing and Promotion Committee" will likely not be accomplished by January 2025. The primary hindrance stems from the challenges encountered in securing approval for surveys targeting alumni and current students. Without the necessary feedback and insights from these stakeholders, crafting compelling testimonies becomes significantly challenging. Focus on internal channels and direct engagement will be our new strategy to try to get in touch with our Alumni during the next 2 years, and gather the information needed about where they work and volunteer.</p> <p><u>The PAC Committee developed a Reflection Questionnaire to better understand students’ motivations for enrolling in language courses, their intended learning outcomes, and anticipated future use of their language skills. More than 100 responses were collected and</u></p>

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## Minor in Language and Culture Second Annual Follow-Up Report

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
				systematically tallied using committee-created worksheets. Findings indicate two primary motivational categories: (1) academic and career-related benefits, and (2) personal and social interests. Students frequently cited enhanced employment opportunities and travel as key reasons for pursuing language study. These results will be shared with faculty in LANC and with the Social Media Committee to support marketing and promotional initiatives.
Create LANC Experiential Learning & Exchange Committee	LAURENCE GAUVREAU	LANC meeting October 6 <sup>th</sup> , 2023	October 2023	<b>Completed</b> Laurence is the leader of this new LANC committee.
Reach out to the Dean, KPU international and COIL to make a list of existing student exchanges available (with financial aids available & links for more information).  Discuss the options available to restart students exchange options or create new ones – so we can have more opportunities for students taking any of our language courses.	LAURENCE GAUVREAU	January 2024	April 2024	<b>Completed</b> See next 3 actions to know what we decided to move forward with.
Create LANC Experiential Learning & Exchange Committee	LAURENCE GAUVREAU	LANC meeting October 6 <sup>th</sup> , 2023	October 2023	<b>Completed</b> Laurence is the leader of this new LANC committee.

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## Minor in Language and Culture Second Annual Follow-Up Report

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
<p>Reach out to the Dean, KPU international and COIL to make a list of existing student exchanges available (with financial aids available &amp; links for more information).</p> <p>Discuss the options available to restart students exchange options or create new ones – so we can have more opportunities for students taking any of our language courses.</p>	LAURENCE GAUVREAU	January 2024	April 2024	<b>Completed</b> See next 3 actions to know what we decided to move forward with.
With information provided by PAC: Create relationships with employers, organizations, or communities, and develop a list of volunteering/work opportunities with contact person information.	LAURENCE GAUVREAU	April 2024	August 2024	<b>This action -will not be completed</b> PAC could not establish such connections. However, we won't create this list anymore because we decided to add COIL, and eventually WIL, to many of our courses, to achieve our goal.
<p>Promote work-related and volunteering opportunities:</p> <ul style="list-style-type: none"> <li>- Reach out to employers, organization, communities and ask for their needs.</li> <li>- Make a list of positions available, with contact information.</li> <li>- Ask LANC faculty members to promote this initiative and list in class.</li> <li>- Ask LANC faculty members to display this information on Moodle.</li> </ul>	LAURENCE GAUVREAU	September 2024 (yearly work: to complete every sept.)	October 2024	<b>This action will not be completed</b> PAC could not establish such connections. However, we won't create this list anymore because we decided to add COIL, and eventually WIL, to many of our courses, to achieve our goal.  Also, the next action (Promote student exchanges) includes slides about volunteering and community opportunities.
Promote student exchanges (and financial aids)	LAURENCE GAUVREAU	September 2024	October 2024	<b>Completed</b>

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## Minor in Language and Culture Second Annual Follow-Up Report

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
		(yearly work: to complete every September, January, and May)		Laurence created a PowerPoint (with Ada Lee and KPU International Programs) with all current student exchanges, field trips, and volunteering opportunities (with links) that could be related to studying a language. She asked LANC department to share this PowerPoint in every class and on their <i>Moodle</i> pages. Moving forward, she will ask to share this PowerPoint every September/January/May.



## Minor in Language and Culture Second Annual Follow-Up Report

**GOAL 4:** Ensure and improve successful student progression through the degree.

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Decide who will take care of “adding 3 credits to the Minor” idea.	LAURENCE GAUVREAU	LANC meeting October 6 <sup>th</sup> , 2023	October 2023	<b>Completed</b> Yanfeng volunteered.
Meet with Arts Advisors and ask to provide data as to the impact that adding 3 credits to the Minor might have on students’ ability to complete the Minor.	YANFENG QU	October 2023	October 2023	<b>Completed</b>
Meet with LANC faculty to discuss results provided by Arts advisors.	YANFENG QU	LANC meeting in December 2023	December 2023	<b>Completed</b>
Meet with Arts Associate Dean to start & complete the process of adding 3 credits to the language requirement of the minor (if this idea is successful).	YANFENG QU	January 2024	January 2026	The idea was not successful. Therefore, we do not need to accomplish this action.
Meet with LANC faculty and discuss the idea of adding more courses in rotation, adding blended or online courses, and other ideas.	LAURENCE GAUVREAU	LANC meeting December 2023	December 2023	<b>Completed</b> We discussed ideas but nothing seemed interesting to faculty members: blended courses were NOT successful in the past; no more courses need to be in rotation.  As it is mentioned in Goal #1, last action, we decided to focus on (1) reviewing our Recognition of Achievement types, to make it more appealing and motivates students to take more language courses, and (2) include COIL to courses within the next year (see new action in Goal #3).
Meet with the Dean and Associate Dean to discuss how to support the	ANA ROBLES,		June 2024	<b>Postponed but now completed</b>



## Minor in Language and Culture Second Annual Follow-Up Report

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Program's growth and improve its progression.	LAURENCE GAUVREAU And YANFENG QU	June 2024		<p>This action was postponed because Laurence was busy organizing the Arts Governance Retreat during Spring 2024.</p> <p>The Dean explained how the Dean's Office allocate new sections in Ed Plan, shared current challenges with enrolments, and seemed excited about all our promotion &amp; community building initiatives. We decided to see how effective these initiatives are within the next couple of years.</p>
Consult with Senate Standing Committee on Curriculum, program and curriculum support in Provost's office, and/or Dean's office about the steps to modify pre-requisites.	KIMIKO BRUCKS	January 2024	February 2024	<b>Completed</b>
Report how to modify pre-requisites, ask LANC faculty members about courses that need changes & their rationale, and go on with the process.	KIMIKO BRUCKS	February 2024	September 2024	<p><b>Delayed but completed</b></p> <p>Many instructors do not work during the summer, and we decided to go on with the process in September 2024 with ASCC.</p>



## Minor in Language and Culture Second Annual Follow-Up Report

**GOAL 5:** Expand decolonization and Indigenization into the program.

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Find workshop(s) for all LANC faculty members about Decolonisation and Indigenization (asynchronous or synchronous and attend together) and facilitate the workshop(s).	PAIVI KOSKINEN	September 2023	December 2023	<b>Completed</b> Each faculty completed the KPU modules on Indigenous Awareness and watched a taped talk from the KPU Indigenous Dialogue series by Dr. Pam Palmater. We had a discussion at our February 2 meeting on what we had taken away from those.
Consult with Associate Vice President, Indigenous Leadership, Innovation, and Partnerships to talk about hiring an Indigenous person with connections to the community, to run the development of any courses beyond CREE 1100.	JENNIFER ANAQUOD	September 2023	December 2024	The discussions need to include questions about developing either a non-credit course for community members, or credit course for Indigenous and non-Indigenous students, or both. <b>Postponed but in-progress Completed</b> Jennifer and Paivi had agreed to arrange a meeting with Gayle Bedard, Associate Vice President Indigenous Leadership. Once they had heard Gayle's views on the big picture of Indigenous languages at KPU, they could move forward to talking to the Indigenous Studies program, CRWR, etc. This meeting did not happen yet, due to Jennifer's illness. Jennifer now confirms that they are trying to find time to meet in September 2024. <u>Jennifer met with Gayle and talked about the process and consultation that needs to happen before developing courses beyond CREE 1100. The main conclusion is a need to meet with the host nation and include them in the process.</u>



## Minor in Language and Culture Second Annual Follow-Up Report

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
Consult with the community about creating courses. <ul style="list-style-type: none"> <li>- A collaboration with Creative Writing (writing children’s book) – see below</li> <li>- Develop community based hənqəmiñəm classes</li> </ul>	JENNIFER ANAQUOD	April 2024	September 2024	The discussions need to include questions about developing either non-credit course for community members, or credit course for Indigenous and non-Indigenous students, or both.  <b>Completed</b> Jennifer met with Fern Gabriel from Kwantlen First Nation and discuss hənqəmiñəm courses. Fern teaches hənqəmiñəm for the Langley School Board and would be the connection between Kwantlen First Nation and KPU.
Develop community based hənqəmiñəm classes. * If there is a need/desire/instructor from the community	TBD (based on discussions with the community)	September 2024	April 2025	This action is now included in the action above.
Consult with Indigenous Studies to develop language and culture courses (cross-listed).	JENNIFER ANAQUOD and PAIVI KOSKINEN	October 2023	December 2024	<b>Postponed and now in progress Completed</b> Postponed because Jennifer was sick.  Jennifer will discuss this topic during the next Indigenous Studies department meeting.  <u><a href="#">Indigenous Studies department is happy to cross list the CREE course(s) and Jennifer will move forward to make sure it happens.</a></u>
Develop CREE 1101: writing the course outline & developing course materials.	JENNIFER ANAQUOD	September 2023	September 2024	<b>Completed</b>
Submit the new course outline to Senate Standing Committee on Curriculum for approval.	JENNIFER ANAQUOD	December 2023	September 2024	<b>Completed</b>



## Minor in Language and Culture Second Annual Follow-Up Report

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
				Postponed because Jennifer was sick. We hope that the course will be ready to be offered Spring 2025.
Discuss adding CREE 1100 and 1101 to a future Indigenous Studies Degree and/or the Indigenous Community Justice minor.	JENNIFER ANAQUOD	January 2025	April 2025	<p>Postponed because Jennifer was sick.</p> <p><b>Cancelled</b></p> <p><u>We will start by meeting with the host nation and see which courses can be developed, before considering adding CREE 1100 and 1101 to any degree or minor.</u></p> <p><u>Also, in the actual context (department merge, layoffs, reductions), we realize that this task should be revisited in a few years. We will start by creating CREE 1101 (which will take a significant amount of time) and go from there.</u></p>

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**GOAL 6:** Better align Program Learning Outcomes (PLO) and Course Learning Outcomes (CLO) in the program.

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
<p>Review our Program Learning Outcomes (the Program Learning Outcomes were created at the beginning of this Program Review and will certainly need revisions before our next Program review).</p> <ul style="list-style-type: none"> <li>- Establish where our Alumni are working/studying.</li> <li>- Identify the skills needed for these positions/studies.</li> <li>- Review the Program Learning Outcomes, based on these findings.</li> </ul>	ANA ROBLES NICOLE BEAULIEU	January 2027	April 2027	<p>Ask Laurence Gauvreau about the process of creating Program Learning Outcomes, which she has done at the beginning of this Program Review.</p> <p><b>Postponed but in progress</b></p> <p>This task is postponed because we could not establish relationships with Alumni to know where</p>



## Minor in Language and Culture Second Annual Follow-Up Report

Action(s) Required to Achieve this Goal	Led by	Start on (M/YY)	Complete By (M/YY)	Progress to date/Reasons for Lack of Progress
				<p>they work or study.</p> <p>This process looks much more difficult than we anticipated (see explanations under goal #3) and we established that Ana and Nicole need to build internal channels first in order to get in touch with Alumni, which should be done by September 2026. Then, they will be busy with creating a promotional video (Sept.-Dec. 2026). Then, they can start working on the reviewing the Program Learning Outcomes.</p>
Identify the courses for which Courses Learning Outcomes need revision.	ANA ROBLES NICOLE BEAULIEU	April 2027	May 2027	<p><b>Postponed but in progress</b></p> <p>All these actions have been postponed due to the previous action being postponed.</p>
Share the desired modification with LANC faculty.	ANA ROBLES NICOLE BEAULIEU	LANC meeting May 2027	May 2027	
Get informed about the process to modify Course Learning Outcomes.	ANA ROBLES NICOLE BEAULIEU	May 2027	June 2027	
Modify the desired Course Learning Outcomes.	ANA ROBLES NICOLE BEAULIEU	June 2027	August 2027	

**SENATE**

**Agenda Number: 5.2**

**Meeting Date: April 29, 2026**

**Presenter(s): Fergal Callaghan**

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**AGENDA TITLE: NURSING EXTERNAL REVIEW REPORT**

**ACTION REQUESTED:** Motion

**RECOMMENDED RESOLUTION:** THAT the Senate Standing Committee on Program Review approve the Nursing External Review Report as attached.

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**COMMITTEE REPORT**

For Secretariat Use Only

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**Attachments**

Nursing External Review Report

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**Submitted by**

Melike Kinik-Dicleli, Manager of Quality Assurance, Office of Planning & Accountability

**Date submitted**

March 30, 2026

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## **Bachelor of Science in Nursing External Review Report**

December 10, 2025

### **External Review Team Members**

Ann Syme, Langara College  
Erika Bryldt, Island Health  
Michael Kiraly, KPU

## OVERALL ASSESSMENT OF THE SELF-STUDY REPORT

**Criteria:** The Self-Study Report provides a data-supported analysis of the program’s strengths, weaknesses, opportunities and challenges.

**Standards for Assessing the Report:**

- Strengths and areas of improvement identified in the report are supported by data and external review findings;
- Recommendations are supported by data, a clear rationale, and external review findings.

**The External Reviewers:**

- Validate the Self-Study Report’s findings and recommendations
- Do not validate the Self-Study Report’s findings and recommendations

**Rationale for this Determination:**

Both external reviewers were struck by how coherent the observations of students, chair and report writers, students and support KPU staff and faculty were. There seemed to be a clear sense of how the program works and how it does not – we suspect this report will hold no surprises.

## REVIEWERS' VALIDATION OF THE SELF-STUDY REPORT CHAPTERS

### CHAPTER 2: Curriculum Review

**Criteria:** This chapter provides a clear profile of the program graduates, relevant program learning outcomes, and a curriculum mapping assessment that adequately identifies any gaps in the program's curriculum. The assessment is supported by appropriate evidence and conclusions.

**Standards for Assessing this Chapter:**

- Strengths and areas of improvement identified in this chapter are supported by data and external review findings;
- Recommendations in this chapter are supported by data, a clear rationale, and external review findings.

**The External Reviewers:**

- Validate the Self-Study Report's findings and recommendations
- Do not validate the Self-Study Report's findings and recommendations

**Rationale for this Determination:**

For the most part, the report reveals what the authors are concerned with in their curriculum.

**Recommendations, if any, identified by the External Review Team— include a rationale for each recommendation:**

1. Community and maternity clinicals should be completed later in the program rather than in year one
  - a. Labs that are completed are for medical surgical areas and the skills learned are not utilized until those clinicals which come later in the program because of this untimely placement – gap in theory to practice
  - b. Students do not have the foundational assessment skills or knowledge base for these areas so early in the program
2. Include a residential/LTC/Assisted Living, Pediatric and Mental Health clinical into the program
3. Increase lab and simulations within the program
  - a. A lab for each corresponding clinicals to help scaffold knowledge, support clinical rotations, and supplement clinical experiences where placements are difficult to procure.
4. Suggest a curriculum release (consider outside expertise) to help direct curriculum teams and connect themes. This would help remove any internal discourse and allows for a new and unbiased perspective
5. The curriculum requires some review.
  - a. It is not well sequenced, as point #1 indicates
  - b. The program does not 'knit together' knowledge and clinical application
  - c. There is no thematic sensibility to what is offered – curriculum threads should clearly outline what the program values and these threads should be visible in each semester
  - d. It is impossible to deliver content that will help students gain the competencies BCCNM requires within a 6-semester offering.
  - e. It is suggested that you map your instructional activities to BCCNM competencies as an exercise – the auditors think you will find that you lack the time to deliver the content you are required to account for.
    - i. Additionally, the one-term break is not helpful to students who are trying to sequence and layer new knowledge.
    - ii. Suggest adding a minimal of 1 and ideally 3 extra semesters so the year runs concurrently with smaller breaks between semesters.
  - f. Extra program time will also allow more time to include additional clinicals, courses (such as another pharmacology course, mental health content), etc., and decrease time constraints for both faculty and students
6. There are inadequate sections of Anatomy and Physiology – your BIOLOGY courses accommodate 75 of the 160 BSN students who require this course. Students cannot progress in the program without this foundational knowledge
7. Indigenization has been addressed in some term one offerings but needs to be threaded throughout the curriculum as students encounter clients in all health care system areas.

### CHAPTER 3: Program Relevance and Student Demand

**Criteria:** This chapter adequately assesses program’s relevance, faculty qualifications and currency, connections to the discipline/sector, and student demand. The assessment is supported by appropriate evidence and conclusions.

**Standards for Assessing this Chapter:**

- Strengths and areas of improvement identified in this chapter are supported by data and external review findings;
- Recommendations in this chapter are supported by data, a clear rationale, and external review findings.

**The External Reviewers:**

- Validate the Self-Study Report’s findings and recommendations
- Do not validate the Self-Study Report’s findings and recommendations

**Rationale for this Determination:**

- Not clear why a student would choose KPU’s nursing program. Most programs have defining attractors whether that is high NCLEX scores or employment success of grads – not that this does not exist, it should just be featured more when promoting the program to potential students.
- Some consideration to be given by faculty about why this program is special. This work is done through taking a strategic approach to the work, and articulating mission, vision and values. This work would also underpin the curriculum and anchor it in ways that would very much assist the curriculum threading and knitting that it requires.
- Faculty seem quite committed to the program, and students experience this in their teaching. Again, what the program collectively represents is unclear, and in this faculty may position themselves in unhelpful ways.

**Recommendations, if any, identified by the External Review Team— include a rationale for each recommendation:**

Create a strategic plan for the program as a first step to curriculum philosophy and mapping. This exercise should anchor the program to KPU’s Academic and Strategic plans as well as to the clear direction that the larger discipline is taking.

#### **CHAPTER 4: Effectiveness of Instructional Delivery**

**Criteria:** This chapter adequately examines the effectiveness of the instructional design and delivery of the program and student success. The assessment is supported by appropriate evidence and conclusions.

#### **Standards for Assessing this Chapter:**

- Strengths and areas of improvement identified in this chapter are supported by data and external review findings;
- Recommendations in this chapter are supported by data, a clear rationale, and external review findings.

#### **The External Reviewers:**

- Validate the Self-Study Report's findings and recommendations  
 Do not validate the Self-Study Report's findings and recommendations

#### **Rationale for this Determination:**

Difficult to assess – no lesson plans reviewed and no teaching observed

#### **Recommendations, if any, identified by the External Review Team—include a rationale for each recommendation:**

1. Examine the weighting of assignments and realign to create a more sustainable academic load. This would happen naturally if the program was expanded from its current 6 terms.
2. Review instructional design and assignments to ensure they reflect and support BCCNM competencies
3. Utilize faculty to run simulations under the direction of the simulation coordinator – remove the requirement for CASN certification and list the competencies that this program is based on – much wisdom and experience may exist outside of this narrow requirement.
  - a. This will create a larger pool of resources and can help ensure content delivery and student expectations are consistent.

## **CHAPTER 5: Resources, Services and Facilities**

**Criteria:** This chapter adequately assesses program's resources, services, and facilities from both the student and faculty perspective. The assessment is supported by appropriate evidence and conclusions.

### **Standards for Assessing this Chapter:**

- Strengths and areas of improvement identified in this chapter are supported by data and external review findings;
- Recommendations in this chapter are supported by data, a clear rationale, and external review findings.

### **The External Reviewers:**

- Validate the Self-Study Report's findings and recommendations
- Do not validate the Self-Study Report's findings and recommendations

### **Rationale for this Determination:**

Good use of KPU resources – guidance, library and biology

### **Recommendations, if any, identified by the External Review Team—include a rationale for each recommendation:**

- Faculty and students claim to have difficulty with major papers. Suggest engaging an English instructor early in the program to socialize students to strong paper construction and APA citation.
- Students do not know where to turn when they experience interpersonal difficulties with a faculty member that can occur quite regularly in clinical situations which are high stress and high stakes. Suggest this become the basis for creating a student handbook that will help codify policies, practice and procedures that support and guide students throughout the program
- Similarly, faculty would benefit from a handbook that codifies their orientation and work within the program.

**CONCLUDING COMMENTS**

**APPENDIX 1:  
EXTERNAL REVIEW SITE VISIT AGENDA**

**Kwantlen Polytechnic University**

**Bachelor of Science in Nursing  
External Review Site Visit Agenda**

December 10, 2025  
Hybrid (Room Langley East 1540 / Teams)

Thanks to External Reviewers:

Ann Syme  
Erika Bryldt  
Michael Kiraly

9:00– 9:30:	Breakfast and Introductions
9:30 – 10:10:	Meeting with Program Chair
10:10 – 10:20:	Break
10:20 – 10:50:	Tour of Program Facilities
10:50 - 11:30:	Meeting with University Services Panel (Library Services/Advising)
11:30 – 11:40:	Break
11:40 – 12:30:	Meeting with Alumni
12:30 – 1:30:	Working lunch with Faculty Members
1:30 – 1:40:	Break
1:40 – 2:30:	Meeting with Students
2:30 – 2:40:	Break
2:40 – 3:20:	Meeting with Dean/Associate Dean
3:20 – 4:00:	Final Meeting with Program Chair
4:00 – 4:30:	External Review Team meets to discuss findings and coordinate report writing



REPORT: Bachelor of Science in Nursing External Review Report

**OVERALL ASSESSMENT:**

*Please provide a brief assessment of the External Review Report under review and an overall recommendation.*

**Reviewer #1:** In general, the recommendations contained in the external review report are clearly linked to the findings presented in the self-study report.

While the reviewers validated Chapter 5: Resources, Services and Facilities, several items are noted in the recommendations that are outside the scope of program review, such as identifying “defining attractors” for marketing of the program, creating faculty orientation materials and a student handbook to explain policies related to interpersonal issues.

SSCPR may choose to accept the reviewers’ validation of the self-study findings for this section and refer the program to the recommendations contained in the self-study report for specific actions.

**Reviewer #2:** The reviewers provided some helpful perspective. The consideration of the content fitting in six semesters is concerning for both faculty, students, and outcomes. Additionally, although we don’t ever seem to lack applicants, the suggestion of promoting the unique qualities of the program in our marketing would be helpful to all health programs.

**The Report (select the box that corresponds to your recommendation):**

- Reviewer #1 & #2: Recommend for approval by the SSCPR as is
- Recommend for approval by the SSCPR pending suggested actions (see below)
- Recommend for rejection by the SSCPR

**MAJOR ISSUES AND SUGGESTED ACTIONS:**

While External Review Reports are not returned to the External Review Team for revisions, Reports may contain major issues which the SSCPR should address. These issues could include (but are not limited to): a) recommendations that go beyond the scope of program review; b) names or other identity information.

Complete the table below ONLY if you have identified major issues in the Report. Identify actions the SSCPR should take to address these issues. Suggested actions could include (but are not limited to): a) redacting names or other identity information; b) providing an SSCPR Response that provides the External Review Team’s

recommendations in context. Add or remove rows in the table below as needed.

Issue	Suggested Action for the SSCPR
Clarification question – the reviewers suggest that there are not enough BIOL seats for students (only 75/126 were accommodated? However, this is a pre-application requirement. How could admitted students lack BIOL? Are they talking about applicants who can't get a seat in Anatomy & Physiology? Also, control of BIOL is outside of the Faculty.	Clarify the BIOL requirement. The need for additional BIOL seats is imperative and attached to this program, but not a part of the program per se.
Chapter 5 Recommendation: Create “a student handbook that will help codify policies”	Accept the reviewers' validation of this section and refer the program to its identified actions in the self-study report
Chapter 5 Recommendation: Create a “faculty handbook that codifies their orientation”	Accept the reviewers' validation of this section and refer the program to its identified actions in the self-study report

**MINOR EDITS (Spelling, syntax, word choice and other mechanical issues).**

Please list corresponding page numbers. Minor edits are NOT discussed at the SSCPR meeting. Add or remove rows as needed.

<b>Minor Edits (page #)</b>
(none)

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**SENATE**

**Agenda Number: 7.1**

**Meeting Date: April 29, 2026**

**Presenter(s): Melike Kinik-Dicleli**

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**AGENDA TITLE: MANAGER’S REPORT ON STATUS OF PROGRAM REVIEWS**

**ACTION REQUESTED:** Information

**RECOMMENDED RESOLUTION:** N/A

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**COMMITTEE REPORT**

For Secretariat Use Only

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**Context and Background**

There are 36 programs that are at various stages in the program review process.

<i>Phases</i>	<i>Number of programs</i>
Self-Study	20
External Review	7
Quality Assurance Plan	1
Annual Follow-Up Reporting	8
Total	36

**Attachments**

Manager’s Report\_Status of Program Reviews\_Details for April 29, 2026 SSCPR Meeting

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**Submitted by**

Melike Kinik-Dicleli, Manager of Quality Assurance, Office of Planning & Accountability

**Date submitted**

April 21, 2026

Faculty	Program	Self-Study			External Review		QA Plan	Annual Follow-up		Progress Update The table includes only the reviews in progress.
		Planning Began	Data Collection Concluded	Report Approved	Date of Site Visit	Report Received	QA Plan Approved	1st Report Approved	2nd Report Approved	
ACP	English Upgrading	Dec-18 re-start: Sep-21	Admin Data: Feb-19 Admin Data: April-22 Survey Data: Nov-22	Jun-25	January 26/27, 2026	Apr-26				External Review Report is on the agenda for the May 27 meeting.
	English Language Studies	Sep-25	Admin Data: Survey Data:							Surveys are being conducted.
	Employment and Community Studies	Nov-25	Admin Data: Survey Data:							Surveys are being conducted.
Arts	Asian Studies	Oct-22	Admin Data: April-23 Survey Data: April-23	Sep-23	Feb 28/29, 2024	Apr-24	Sep-24	Nov-25		Second annual follow-up report is due in <b>October 2026</b> .
	Criminology	Jan-2019 re-start: Oct-22	Admin Data: Feb-19 Revised Admin Data: Feb-20 Survey Data: May-20 Survey&Admin Data: Jun-23	Nov-23	June 24/25, 2024	Jul-24	Jun-25			First annual follow-up is due in <b>September 2026</b> .
	Fine Arts	Dec-23	Survey Data: May-23 Admin Data: May-23	Jan-24	Sep 26, 2024	Dec-24	Oct-25			First annual follow-up report is due in <b>October 2026</b> .
	General Studies	Sep-25	Admin Data: Dec-25 Alumni Survey Data: Mar-26							Self-study report is likely to be on the agenda for the June 24 meeting.
	Geography	Feb-22	Admin Data: Dec-22 Survey Data: Dec-22	Jun-23	Nov 30, 2023	Feb-24	Oct-24	Nov-25		Second annual follow-up report is due in <b>October 2026</b> .
	Indigenous Community Justice	Sep-24 re-start: Sep 25	Admin Data: Survey Data:							Closed all surveys except the sector one in March 26.
	Language & Culture	Dec-21	Admin Data: May-22 Survey Data: May-22	Nov-22	Mar 8 & 9, 2023	Apr-23	Sep-23	Oct-24		Second annual follow-up report is in.
	Philosophy	Sep-25	Admin Data: Survey Data:							Surveys are being conducted.
	Psychology	Sep-25	Admin Data: Mar-26 Survey Data: Mar-26							Program is writing the self-study report.
	Policy Studies	Sep-24	Admin Data: June-25 Survey Data: June-25							Program received survey reports and administrative data report in <b>June 2025</b> . There is likely to be a further delay in receiving the report due to recent changes to the program.
	Sociology	Dec-24 restart: Oct- 25	Admin Data: Jan-26 Survey Data: Jan-25 (except discipline survey : Mar-26)							Program has all of the data needed to write the self-study report was asked to submit the self-study report by July 2026.
Business	Accounting Post-bac	Jan-26	Admin Data: Survey Data:							Surveys are being conducted.
	Economics	Oct-22	Survey Data: Jun-23 Admin Data: Jun-23	May-24	Dec 3 & 4, 2024	Apr-25	Nov-25			First annual follow-up is due in <b>November 2026</b> .
	Entrepreneurial Leadership	Nov-23	Admin Data: Sep-24 Survey Data: Sep-24	Oct-25	May 6 & 7, 2026					External review is on <b>May 6 &amp; 7, 2026</b> .
	Human Resources Management Post-bac	Dec-24	Admin Data: Jan-25 Survey Data: Jan-25							Self-study report is likely to be on the agenda for the June 2026 meeting.
	Human Resources Management	Jan-26	Admin Data: Survey Data:							Surveys are being conducted.

Faculty	Program	Self-Study			External Review		QA Plan	Annual Follow-up		Progress Update The table includes only the reviews in progress.
		Planning Began	Data Collection Concluded	Report Approved	Date of Site Visit	Report Received	QA Plan Approved	1st Report Approved	2nd Report Approved	
	Marketing	Sep-23	Admin Data: Jan-23 Survey Data: Feb-24	Jun-24	Nov 25 & 26, 2024	Feb-25	Oct-25			First annual follow-up is due in <b>October 2026</b> .
	Operations and Supply Chain Management	Jun-23	Admin Data: April-24 Survey Data: Mar-24	Feb-25	Mar 11, 2026	Apr-26				External Review Report is on the agenda for the May 27 meeting.
	Public Relations	Jan-26	Admin Data: Survey Data:							Kick-off meeting was on <b>January 16, 2026</b> . Surveys will be launched early fall.
Design	Fashion Marketing	Jan-26	Admin Data: Survey Data:							Surveys are being conducted.
	Graphic Design for Marketing	Sep-24	Admin Data: Apr-25 Survey Data: Apr-25	Mar-26	April 15 & 16, 2026					External Review report is due on <b>May 18, 2026</b> .
	Interior Design	Jan-26	Admin Data: Survey Data:							Surveys are being conducted.
	Technical Apparel Design	Sep-25	Admin Data: Survey Data:							Surveys will be launched in the fall.
Health	Graduate Nurse International Education Re-Entry	Sep-24	Admin Data: Apr-25 Survey Data: Apr-25							External review planning has started. The meetings will take place in the fall.
	Nursing	Dec-23	Admin Data: May-24 Survey Data: May 24 (student survey: June-24)	Jun-25	Dec 10, 2025	Feb-26				External review report is in.
	Nursing-AE	Dec-23	Admin Data: Oct-24 Survey Data: Oct-24	Jan-26						Waiting to receive the final version of the self-study report to start external review planning.
	Traditional Chinese Medicine - Acupuncture	Dec-23	Admin Data: Dec-24 Survey Data: Dec-24							The report is on the agenda for the May 27 meeting.
	Computer Aided Design and Drafting	Jan-24	Admin Data: July-24 Survey Data: July-24							The report is on the agenda for the May 27 meeting.
	Engineering	Dec-24	Admin Data: April-25 Survey Data: April-25							The submitted report was not ready to be reviewed by the SSCPR.
	Health Science	Sep-24	Admin Data: Mar-25 Survey Data: Mar-25	Oct-25	Mar 9, 2026	Apr-26				The report is on the agenda for the May 27 meeting.
	Horticulture Technology Diploma	Nov-21	Survey Data Hort Tech: Mar-23 Admin Data: Sep-23	Feb-25	Nov 3, 2025	Jan-26				Program is working on the quality assurance plan.
	Physics for Modern Technology	May-21	Admin Data: Nov-21 Survey data: Feb-22	Jun-22	Nov 30/Dec 1, 22	Jan-23	Sep-23	Oct-24	Nov-25	Third annual follow-up report is due in <b>November 2026</b> .
	Plant Health	Jan-26	Admin Data: Survey Data:							Program attended the January 30 Curriculum Review Workshop.