Maple #206 12666 72 Ave.
Surrey, BC
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BUSINESS FACULTY COUNCIL

Regular Meeting
3/2/2026
1:00—3:00 pm
Online via Microsoft Teams

AGENDA

1. Call to Order .... Ben Kwan 1:00
2. * Approval of Agenda
3. * Approval of Minutes, January 19, 2026
4. Chair's Report .... Ben Kwan 1:10
5. Dean's Report .... Alia Somji 1:30
6. Faculty Council Subcommittee Reports (written updates only)

   6.1 * Curriculum

   6.2 * Nominating

   6.3 * Standing Committee on Business Education Framework (SCBEF)

   6.4 * Standing Committee on Educational Quality (SCEQ)

   Standing rule: Written updates are circulated for awareness and are not discussed unless a Council member requests discussion.
7. New Business

   7.1. Faculty Council Member for ACPR

   MOTION: Motion to hold a by-election for Faculty Council Member for ACPR .... Ben Kwan 1:50

   7.2. * A request for input regarding the status of Research and Scholarship Committee**,** Academic Integrity Violation (AIV) Committee, and Student Awards Committee........... Anita Braaksma 2:00

   7.3. A faculty request for clarification regarding Simple Syllabus .... Leeann Waddington 2:20
8. Adjournment

Outlook

CurrCom Motion - Feb 2, 2026

From MSB Curriculum <MSBCurrCom@kpu.ca>
Date Mon 2026-02-02 10:12 AM
To Alyssa Jeffrey <alyssa.jeffrey@kpu.ca>
Cc Ben Kwan <benjamin.kwan@kpu.ca>; Vera Lantinova <vera.lantinova@kpu.ca>

Hi Alyssa,

I'm writing to let you know that there are no agenda items to be carried forward to FC for today's Curriculum meeting. The only agenda item, ***Call for Nomination – Chair Position***, was discussion-based.

Thank you,

Amanda

Amanda Tao
Administrative Assistant
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Subcommittee Monthly Check-In

Subcommittee: Nominating
Reporting period (month/year): February 2026
Submitted by: Vera Lantinova

This check-in is intended to be brief (5–10 minutes to complete). Bullet points are sufficient.

1. Did the subcommittee meet this month?

☒ No

☐ Yes — Date:

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2. Key items discussed, reviewed, monitored, approved, endorsed, or recommended

☒ No business to report this month

☐ Yes — please specify briefly:

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3. Concerns, pressures, trends or patterns the subcommittee is monitoring

(Workload, policy ambiguity, accreditation issues, bottlenecks, unmet needs, data indicators etc.)

☐ None

☐ Yes — please specify briefly:

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4. Items likely to require Faculty Council attention in the next 1-2 meetings

☐ None anticipated

☐ Yes — timing and nature of item:

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6. Requests of Faculty Council (if any)

☐ None

☐ Advice

☐ Direction

☐ Formal decision

Brief explanation (if applicable):

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Subcommittee Monthly Check-In

Subcommittee: BEF
Reporting period (month/year): January, 2026
Submitted by: Valerie Warren, Chair

This check-in is intended to be brief (5–10 minutes to complete). Bullet points are sufficient.

1. Did the subcommittee meet this month?

☐ No

☒ Yes — Date: Jan 21, a meeting was held that included the Credential Chairs and most of the BEF Committee members

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2. Key items discussed, reviewed, monitored, approved, endorsed, or recommended

☐ No business to report this month

☒ Yes — please specify briefly:

- Informational session to get the Dean up to date in the BEF and its impact on the credentials
- To determine next steps in terms of the BEF

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3. Concerns, pressures, trends or patterns the subcommittee is monitoring

(Workload, policy ambiguity, accreditation issues, bottlenecks, unmet needs, data indicators etc.)

☐ None

☐ Yes — please specify briefly:

- Curriculum of the BEF and the constraints imbedded there in, and the quality of the credentials as it relates to accreditation and reporting.

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4. Items likely to require Faculty Council attention in the next 1-2 meetings

☐ None anticipated

☐X Yes — timing and nature of item:

- Ideally the February meeting – to endorse the next steps of the BEF Committee.

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6. Requests of Faculty Council (if any)

☐ None

☐ Advice

X☐ Direction

☐ Formal decision

Brief explanation (if applicable):

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Subcommittee Monthly Check-In

- The BEF committee is a sub-committee under Faculty Council. The BEF committee spent 3 years working to establish the Learning outcomes of the MSB. The Learning Outcomes were endorsed by Faculty Council in the Spring of 2025. Next steps would be to:
    - Review the credits allocated to the common core imbedded in the BEF and the breadth requirements.
        - Currently, there are 30 credits allocated to the BEF (25% of a 4-year degree).
        - Currently, there are 21 credits allocated to "depth" requirements (17.5% of a 4-year degree)
    - The BEF committee would like explore this question with the support of Faculty Council

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Subcommittee Monthly Check-In

Subcommittee: SCEQ
Reporting period (month/year): Feb 2026
Submitted by: Azadeh Khoshaien, Chair

This check-in is intended to be brief (5–10 minutes to complete). Bullet points are sufficient.

1. Did the subcommittee meet this month?

☐ No

☒ Yes — Date: Feb 9, 2026

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2. Key items discussed, reviewed, monitored, approved, endorsed, or recommended

☐ No business to report this month

☒ Yes — please specify briefly:

- Reminder emails have been sent to Fall faculty who have not yet submitted the student learning outcome data. Faculty have been given until the end of February to complete their submissions.
- Reminder emails requesting Student Learning Outcome data submissions have also been sent to Spring faculty, with an April 30 deadline, to support timely and consistent data collection.
- Historically, the Melville School of Business used MFT testing to assess students' general business knowledge, with results shared across programs. In recent years, Peregrine has replaced MFT. Unlike MFT, Peregrine results include confidential, student-identifying information, and therefore are currently shared only with individual course instructors. Incorporating Peregrine results into dashboard may strengthen institutional assessment efforts. The primary purposes of having this data are to:
    - benchmark Melville graduates' business knowledge against peer business schools, and
    - identify opportunities to enhance student learning and program effectiveness.
- SCEQ members who administer the Peregrine test will meet with Tracey and Lori-Ann to determine the appropriate level of aggregation and detail that can be shared at a higher level, while maintaining compliance with privacy and confidentiality requirements.

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3. Concerns, pressures, trends or patterns the subcommittee is monitoring

(Workload, policy ambiguity, accreditation issues, bottlenecks, unmet needs, data indicators etc.)

☒ None

☐ Yes — please specify briefly:

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Subcommittee Monthly Check-In

4. Items likely to require Faculty Council attention in the next 1-2 meetings

☐ None anticipated

☒ Yes — timing and nature of item:

- An email outlining expectation for the preparation of **Analysis and Action (A&A)** reports will be sent later this month, and departments will be encouraged to begin work on their reports in a timely manner.

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6. Requests of Faculty Council (if any)

☒ None

☐ Advice

☐ Direction

☐ Formal decision

Brief explanation (if applicable):

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Faculty Council Agenda Submission Cover Sheet

1. Basic information

- **Title of Item: FC Subcommittees Update**
- **Presenter(s):** Anita Braaksma, Nominating committee
- **Date Requested for Faculty Council: 2026-03-02**
- **Time requested on Agenda:** ☒ 10 min ☐ 20 min ☐ Other:

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2. Purpose of the item

☐ For decision
☐ For recommendation
☒ For discussion
☐ For information

What is Council being asked to do? Update lists, determine if some committees need to be revived or retired.

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3. Executive summary *(max 150 words)*

Briefly describe:

- The issue or proposal – Update on Research and Scholarship Committee**,** Academic Integrity Violation (AIV) Committee, and Student Awards Committee
- Why it is being brought to Faculty Council – follow up on request from last meeting
- The main outcome sought: Update lists, determine if some committees need to be revived or retired

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4. Key considerations (3-5 bullet points)

  - Officially update Research sub-committee
  - Decide if we need Academic integrity committee
  - Decide if we need Student Award committee.

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5. Attachments (if any)

Committee membership update

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6. Contact for follow-up: Anita Braaksma

FC Subcommittee membership update

I only investigated Research and Scholarship Committee**,** Academic Integrity Violation (AIV) Committee, and Student Awards Committee, not **Curriculum** or **SCEQ** or **SCBEF** as they have been more actively been discussed in FC meetings.

Nominations Members:
Richard Wong (term ends ___)
Anita Braaksma (FC term ends 2027)

Standing Committee on Research and Scholarship
Members with terms expiring Feb 14 2026
- Ron Messer

Members with terms commensurate with their membership on Faculty Council as of January, 2024:
- Anita Braaksma

Faculty members who have expressed interest in serving on this committee:

- Marcelo Machado –FC member
- Mina Sahota – not FC but the MSOB representative for Research & Scholarship on Senate – this is good to have this overlap to make sure MSOB has a voice in this area
- Mandeep Pannu –FC member
- Hao Ma

Associate Dean member: Abhilash Nambudiri

Student Awards
No members but also does not appear to be a pressing need.   I know in the past, someone from the ACCT department served on the Student Awards & Financial Aid scholarship committee but when I checked with my department chair, there doesn't seem to be anyone currently. Why this could be important? Many years ago, I remember the accounting faculty on this committee mentioned at a department meeting that for university-wide scholarships based on grades, business students can be at a disadvantage.

Academic Integrity Violations
The list currently say 2 year term starting Feb 8, 2024:

- Benjamin Kwan
- Christina Page
- Hamideh Shokoohian
- Landon Kleis (FC)
- Mina Sahota
- Randy Liu
- Shiraz Charania

Associate Dean member: Suzanne Pearce
But when I checked with two of the members, Shiraz & Christina, both told me that the committee stopped meeting last year.