

Meeting Minutes

Education Council

Date: May 15, 2019

Time: 2:30-4:30 p.m.

Meeting location: SE40, Royal Oak Boardroom

In attendance: Jennifer Figner, Chair; Tim Carson, Vice Chair; Eric Fry, Vice Chair; Adam Nguyen; Andre Caron; Andrea Matthews; Angie Chan; Bob Gill; Cheryl Cahill; Eirylle Sanchez; James Rout; Matthew Funk; Morgan Westcott; Sajjad Askarzadeh; Steve Perry; Trudy Bruce

Minute taker: Joanne Schaap

Official Guests: Chris Rogerson; Dawna Mackay; Oleg Lungu; Robyn Lougheed; Todd Odgers

Regrets: Tom Roemer; Michael Currie; Chris Rogerson

Chair Jennifer Figner called the meeting to order at 2:30.

1. Approval of Agenda

MOTION: It was moved by James Rout and seconded by Eric Fry and carried that the agenda be approved.

2. Approval of Education Council Meeting Minutes

MOTION: It was moved by Cheryl Cahill and seconded by Steve Perry and carried that the Minutes of March 6, 2019 be approved.

3. Business Arising from the Minutes

3.1 Education Bylaws – Revision

Jennifer brought forward the revised bylaws for a request for approval. A Notice of Motion was put forward at the March 6, 2019 meeting. There were no questions from the floor.

MOTION:

It was moved by Jennifer Figner and seconded by Tim Carson that the revised Education Council bylaws be approved.

The Motion was carried.

The Education Council procedures were also revised and brought forward for approval.

MOTION:

It was moved by Jennifer Figner and seconded by Morgan Westcott that the revised Education Council procedures and guidelines be approved.

The motion was carried.

4. Reports

4.1 Report from the Chair – Jennifer Figner

Jennifer welcomed Oleg Lundu as an official guest on Education Council. She noted that policies 5102 and 5104 and their related procedures are going to Board of Governance Committee on May 16, 2019 for review, and then to the full Board meeting at the end of May.

Elections for Education Council were recently completed. Returning to Council are Tim Carson, Cheryl Cahill and Bob Gill. New members starting in June are Ken Zeleschuk, FSA School of Construction and the Environment; and Bryan Fair, BCGEU Support Staff.

From the Student Association, Sajjad is returning. Caroline Scott and Austin Tallentire were elected, and Miranda Campbell as the SA's VP Student Experience will also sit on Council.

By-elections are being conducted for GEU School of Energy, GEU Support Staff, and a GEU Faculty at Large seat. The Registrar's Office is conducting the elections in a condensed time-line in order to have the new members in place for our June meeting.

Jennifer presented certificates and gave words of appreciation to out-going members Trudy Bruce; Adam Nguyen and Eirylle Sanchez.

4.2 Institutional Report, VP Academic – Jennifer Figner on behalf of Tom Roemer

- a. Program Review – Final Report
 - i. Bachelor of Technology in Environmental Health, School of Health Sciences
Martin Macleod, Program Head, reported that 10 recommendations were identified. Most involve a curriculum review which is being launched. Program goals need to be adjusted to align with those of BCIT's.
- b. Program Cancellations
 - i. Certificate in Broadcast & Media Communications – Television
 - ii. Certificate in Broadcast & Media Communications – Radio
 - iii. Certificate in Broadcast & Media Communications – Broadcast Journalism

These three programs have had low enrolment with no graduates in recent years. The structure and length of the certificates no longer reflect the demand from industry or market. An associate certificate has been developed for each of them to meet the current needs of students.

The Duty of Education Council, as per Policy 5405, is to ensure the process for program cancellation has been followed and provide advice to the Board of Governors as required. The rationale for cancelling these programs is provided in the Recommendation for Cancellation document. Education Council will bring this forward to the Board of Governors for their approval.

MOTION:

It was moved by Jennifer Figner that Education Council verifies that the process for program cancellation, according to Policy 5405, has been followed for the Certificate in Broadcast & Media Communications – Television; Certificate in Broadcast & Media Communications – Radio; and Certificate in Broadcast & Media Communications – Broadcast Journalism, and recommends to Board of Governors that they be cancelled.

The motion was carried.

4.3 Report from Students – Eirylle Sanchez

Eirylle noted that the elections are completed for the Student Association. The Pavilion NE1 Food Services are now open. The Student Association's Strategic Plan for the next five years was approved. It includes focus on satellite campuses, student services, engagement, and people and association.

In mid-April, the SA provided a pop-up barbershop on campus for two days, which was in high demand. 54 students participated in the 10K Vancouver Sun Run. There were a number of year-end events held at satellite campuses for year-end activities for the students.

5. Report from Standing Committees

5.1 Programming Committee – Tim Carson

Tim Carson reported that the Programming Committee met on May 1, 2019 and reviewed a submission for Interior Design. Tim provided an overview of the submission:

a. Major Curriculum Change:

- i. Certificate in Interior Design; and Diploma in Interior Design, School of Construction and the Environment

The proposal is for a curriculum change within the certificate program, including reducing the total number of credits required for completion from 49.5 to 47 credits; a name change for the certificate to better reflect the outcome of the program; and curriculum changes within the diploma program to better align with industry standards.

MOTION: It was moved by Tim Carson and seconded by Bob Gill that the proposal for a major curriculum change and name change for the Certificate in Interior Design to Certificate in Interior Design Fundamentals; and major change for the Diploma in Interior Design be approved. Questions were taken from the floor.

The motion was carried.

5.2 Policy Committee – Eric Fry

Eric Fry advised that the Policy Committee met on April 24, 2019 and reviewed 5401-PR2 Program Development and Change Process.

MOTION:

It was moved by Eric Fry and seconded by Steve Perry that Education Council approves the revisions to Procedure 5401-PR2 Program Development and Change Process.

The motion was carried.

Working groups were established to review Policy 4501 Accommodation for Students with Disabilities; 5103 Student Evaluation; and 5100 Glossary of Educational Policy Terms, with the hope of having them ready for the Policy Committee to review in Sept. 2019.

5.3 Educational Technology and Learning Design Committee – Oleg Lungu

Oleg Lungu noted that the Committee met on April 24, 2019 and are looking at three issues: reviewing the use of technology in education across the campuses; engagement, specifically to see if other schools can replicate the educational technology group established in the School of Health Sciences; and e-learning strategies.

6. New Business

6.1 Progressive Credentialing combined with Work Integrated Learning – Wayne Hand

Wayne Hand noted that Industry had asked for the Industrial Wood Products Associate Certificate to be offered by BCIT, and it was approved by Education Council last year. 132 students have gone through the program, paid for by employers. 14 companies are currently using this program. It is valuable in that it helps Industry to retain existing employees. Industry wants BCIT to use the Associate Certificate to build towards a diploma and to allow credits for Work Integrated Learning to count towards a Diploma. Wayne provided a flow chart showing how progressive credentialing, that included 35 credits of WIL, would build towards the 110 credits for the diploma. Education Council for their endorsement, in principle, of this plan before he continues his discussion with industry.

6.2 Request for Exemption from Education Policy, Industrial Wood Products Credentials

This request is coming forward from School of Construction and Environment for the Certificate in Industrial Wood Processing program to ladder 30 credits from 2 level associate certificates into the 45 credit certificate, which is 66%. Current policy allows a maximum of 50% of credits. Industry is asking for flexibility for their

student-employees.

MOTION:

It was moved by Jennifer Figner and seconded by James Rout that Education Council approve the request from the School of Construction and Environment for the Certificate in Industrial Wood Processing program to be exempted from the maximum of 50 credits from a lesser credential towards a higher credential, in order to exceed that limit, allowing 30 credits from two Level 1/2 Associate Certificates into the 45 credit Certificate (which is 66% laddering of credits.)

The motion was carried.

6.3 Request for Exemption from Education Policy, Interior Design, Certificate and Diploma

This request is coming forward from the School of Construction and the Environment for both the Certificate and Diploma in Interior Design for an exemption from Policy 5103 Student Evaluation, specifically section 5.0 Time to Complete a Credential, to reduce the allotted time from seven years to five, to ensure graduating students have current skills.

MOTION:

It was moved by Jennifer Figner and seconded by Morgan Westcott that Education Council approve the request from the School of Construction and the Environment for the Certificate in Interior Design for an exemption from Policy 5103 Student Evaluation, to limit the time to complete a credential to five years.

The motion was carried.

MOTION:

It was moved by Jennifer Figner and seconded by Steve Perry that Education Council approve the request from the School of Construction and the Environment for the Diploma in Interior Design for an exemption from Policy 5103 Student Evaluation, to limit the time to complete a credential to five years.

The motion was carried.

6.4 International Educational Partnerships

Jennifer noted that as the governing body for academics and education, it is important for Education Council to have visibility as to the types and extents of international education agreements. Regular reporting would be required as part of the report from the VP Academic.

MOTION:

It was moved by Jennifer Figner and seconded by Bob Gill that Education Council request regular updates as part of the VP Academic's report on International Educational partnerships that have been entered into by BCIT.

The motion was carried.

7. Any Other Business

Eric Fry encouraged council members to attend the Learning & Teaching Summit on June 5, 2019.

8. Next Meeting Date

Wed. June 5, 2019, 2:30-4:30, Royal Oak Boardroom

9. Adjournment

The meeting adjourned at 3:50 p.m.