

Education Council Meeting Minutes
Sept. 30, 2015, 2:30 – 4:30 pm
SE40 – Royal Oak Campus Boardroom



Elected/Appointed Members	
Present:	Absent:
Richard Plett, Chair (Administration)	Kathy Kinloch (BCIT President, non-voting)
Craig Cowan, Vice Chair (Administration)	Joanne Atha (GEU Support)
Harj Dhaliwal (Administration)	
Bill Dow (Administration)	
Jennifer Figner, Vice Chair (Faculty)	
Anthony Chan (Faculty)	
Michael Currie (Faculty)	
Ron Stewart (Faculty)	
Debra Williams (Faculty)	
Youdan Zhang (Faculty)	
Eric Fry (GEU Instructional)	
Mark Overgaard (GEU Instructional)	
Sanjeev Sarwal (GEU Instructional)	
Chris Wiebe (GEU Instructional)	
Vinay Punwani (GEU Support)	
Spencer Oppal (Student Rep)	
Heyden Vargas (SA Student Rep)	
Sanesh Iyer (Student Rep)	
Dylan Smith (SA President, non-voting)	
Recorders: Karen Cresswell and Joanne Schaap	

Chair Richard Plett called the meeting to order at 2:30.

Agenda Items and Discussion	Action
<p>1. Welcome</p> <p>Richard Plett welcomed members and guests to the first EdCo meeting of the academic year. Special welcome was extended to new member Sanesh Iyer and coordinator Joanne Schaap, as Karen Cresswell is retiring in one month's time. Sanesh received an orientation session earlier this week with Richard, Karen and Joanne. A roundtable of introductions was held.</p>	
<p>2. Approval of Agenda</p> <p>MOTION: It was moved by Debra Williams and seconded by Harj Dhaliwal and carried that the agenda be approved as presented.</p>	

<p>3. Approval of Education Council Meeting Minutes MOTION: It was moved by Chris Wiebe and seconded by Eric Fry and carried that the June 3, 2015 Minutes be approved as presented.</p>	
<p>4. Business Arising from the Minutes There was no business arising from the Minutes.</p>	
<p>5. Reports 5.1 Report from the Chair Richard Plett noted that at the standing committee meetings recently held, a few errors were found in the Bylaws. The revisions were minor and do not impact the substance of the bylaws. These have been updated and uploaded to the EdCo website. Richard had indicated in the June EdCo meeting that he wanted to create an EdCo mission and mandate statement, as well as a succession plan. He will speak to these items later in the meeting.</p> <p>In June, as the EdCo representative, he attended a Board of Governors meeting where five business plans and new program proposals were presented and approved. Six cancellations of programs were also approved.</p> <p>He represented EdCo at the convocation and awards ceremonies on June 17 and 18, 2015. The by-election is underway for the fourth student representative on EdCo. It will conclude by Friday. He will be bringing forward items to the Board of Governors meeting on Oct. 6, 2015 from today's meeting.</p> <p>A question was raised on an item that was in the last Minutes about the development of a dashboard by program. Richard will be meeting with the Registrar to follow up on this.</p> <p>5.2 Institutional Report, VP Academic Bill Dow spoke to the three major focuses for his office: education DNA discussions; International, which will undergo an organizational and restructure review for which Amanda Hill is the project director; and Applied Research which will be evaluated from a strategic perspective.</p> <p><u>Program Review – Final Report</u> 5.2.1 Industry Partnership in Certificate in Office Administrator with Technology SOCAS; Dean Hildebrand, Associate Dean The review has been completed for this program. A few minor adjustments were recommended. Overall the process went well. One recommendation that will be implemented is a credential change from an Industry Partnership Certificate to a Certificate.</p> <p>5.2.2 B.Tech in Architectural Science SOCE; Wayne Hand, Dean As this is a degree program, it is more complex and had a number of recommendations as the result of the review. Better coordination of curriculum is needed, and greater collaboration with the Diploma and other programs within the School, as well as improving marketing and strengthening PAC membership and engagement. It was also recommended that the faculty</p>	<p>Update forwarded to next meeting</p>

explore the potential of revising the credential name to Bachelor of Architectural Science.

There were no questions brought forward on either of the program reviews.

Program Review – 1 Year Status Report

5.2.3 Diploma in Architectural & Building Technology

SOCE: Wayne Hand, Dean

Wayne Hand spoke to the 1 Year Status Review. He explained some of the challenges that they are facing and addressing. Recommendations will be similar to the Architectural Science Degree. Most of the issues have been dealt with, and they are well positioned to get their recommendations addressed for the other items.

5.3 Report from the Students

Heyden Vargas reported that Student Association provided orientation on the first day to new students to inform them what services are available. The SA is running an election for the position of VP Finance & Administration for which there are four candidates.

5.4 Report from the Dean

As there is currently no dean appointed to EdCo for this academic year, there was no report forthcoming.

6. Report from the Standing Committees

6.1 Programming Committee – Jennifer Figner

Jennifer Figner reported that the Programming committee met on Sept. 16, 2015. Anthony Chan is a new member of this committee. Tiia Manson has returned as an appointed member for a third year. Chris Wiebe was elected as Vice Chair. The Committee will be looking for an appointed member to represent FSA Faculty for the SOE. Jennifer provided an overview of each of the following submissions:

New Programs

6.1.1 Proposal for a Bachelor of Science (Honours) in Biochemistry and Forensic Science

School of Computing and Academic Studies – Jason Moore

This is a joint program with UBC; students will need to complete courses at both institutes. The goal is to start offering this program in Sept. 2016.

MOTION: It was moved by Jennifer Figner and seconded by Debra Williams that the Proposal for a Bachelor of Science (Honours) in Biochemistry and Forensic Science be approved. Questions were taken from the floor. The motion was carried with two abstentions.

6.1.2 Proposal for a Certificate in Applied Data Analytics

School of Computing and Academic Studies – Kevin Cudihee

Jennifer noted that many of the courses required for this program are already being offered at BCIT.

<p>MOTION: It was moved by Jennifer Figner and seconded by Heyden Vargas that the Proposal for a Certificate in Applied Data Analytics be approved. Questions were taken from the floor. There was one clarification. The motion was carried with no abstentions. The program committee was very impressed by both proposals which were very well put together.</p> <p>6.2 Policy Committee – Craig Cowan</p> <p>Craig Cowan advised that Policy Committee will be meeting on Oct. 7, 2015. They will review 5501 Honorary Awards Policy and Procedure, which has gone to community consultation, and which received no feedback. Following a final review and recommendation by the Policy committee, this will come to the Nov. 4, 2015 EdCo meeting. Cynthia Kent’s office has submitted a library form regarding Retention of Student Works for Policy Committee review. They will also review policies 5102 and 5104 for Student Code of Conduct. The Committee will set their objectives for the rest of the year at next week’s meeting.</p>	
<p>7. New Business</p> <p>7.1 Exemptions from Education Policy, SOB Diploma in Business Administration</p> <p>An application was brought forward for exemptions from Education Policy, SOB Diploma in Business Administration. Ron Kessler was champion for changes in Diploma in Business Administration. Richard Plett provided details of the request.</p> <p>MOTION: It was moved by Richard Plett and seconded by Harj Dhaliwal that the exemption from Education Policy, for the SOB Diploma in Business Administration, be approved. There was no discussion. The motion was carried, with the clarification that the form be corrected to indicate that the policy number associated with this request is 5003.</p> <p>7.2 Exemption from Education Policy, SoCAS Certificate in Applied Data Analytics</p> <p>Richard provided an overview of the request details.</p> <p>MOTION: It was moved by Richard Plett and seconded by Michael Currie that the exemption from Education Policy, for the SoCAS Certificate in Applied Data Analytics, be approved. There was no discussion. The motion was carried.</p> <p>7.3 Education Council Contact List 2015-2016</p> <p>The Education Council contact list for 2015-2016 was received for information only. Any changes should be sent to Joanne Schaap.</p>	
<p>8. Any Other Business</p> <p>Richard Plett brought forward a Notice of Motion for Official Guests of Education Council to be entrenched into Council Bylaws. The motion will be brought forward to the next meeting for a vote. Richard would like to have the Student Association President and the Dean to be considered as official guests, and other Official Guests will also be considered. Roberts Rules stipulates that the Chair can recognize guests in the gallery. There is no provision in the Bylaws for their participation; however, if they are identified as Official Guests, they can sit at the table officially to engage in conversation but not to vote. The executive committee will review the list of Official Guests on an annual basis to determine whether they will continue in this position in the coming year, or whether other Official Guests are appropriate. Questions</p>	<p>Motion – to be brought forward to the next meeting.</p>

<p>were taken from the floor.</p> <p>Richard would like to have a mission statement and goals articulated for EdCo. He asked for volunteers to sit on an ad hoc committee with him to review the Bylaws and formulate these statements. Responses would be appreciated within one week.</p> <p>Richard paid tribute to Karen Cresswell, who is retiring in one month. She has served as Coordinator to Education Council for 13 years, and has worked at BCIT for 32 years. She was thanked for her outstanding work, and was given a standing ovation by the members. There will be an opportunity to celebrate her retirement at a party on Oct. 28, 2015.</p>	
<p>9. Adjournment The meeting adjourned at 3:40.</p>	
<p>10. Next Meeting Date Wednesday, Nov. 4, 2015 2:30-4:30 p.m. SE40-Royal Oak Boardroom</p>	