

# Meeting Minutes

## Education Council

**Date:** Sept. 28, 2016

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

**Meeting location:** SW01-2016

**In attendance:** Jennifer Figner, Chair; Chris Wiebe, Vice Chair; Craig Cowan, Vice Chair; Andrea Matthews; Angie Chan; Anita Shen; Anthony Chan; Dominic Terrado; Eric Fry; Joanne Atha; Mark Overgaard; Michael Currie; Mitra Zamini-Rad; Richard Plett; Sanesh Iyer; Tom Roemer; Joanne Schaap, recorder

**Official Guests:** Dawna Mackay; Robyn Lougheed; Tracy Wang

**Minute taker:** Joanne Schaap

**Regrets:** Harj Dhaliwal; Kathy Kinloch; Kory Wilson

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

### Action Items / Discussions:

1. Approval of Agenda  
MOTION: It was moved by Anthony Chan and seconded by Sanesh Iyer and carried that the agenda be approved.
2. Approval of Education Council Meeting Minutes  
MOTION: It was moved by Richard Plett and seconded by Eric Fry and carried that the Minutes of June 1, 2016 be approved.
3. Business Arising from the Minutes  
There was no business arising from the Minutes.
4. Reports  
4.1 Report from the Chair – Jennifer Figner  
Jennifer Figner noted that there are three vacant seats on Education Council: GEU Support Staff; GEU Instructional at large; and FSA School of Energy. Jennifer expressed her thanks for the work done by three members who have left: Vinay Punwani, Sanjeev Sarwal, and Ron Stewart. Elections will begin with a nomination period from Oct 17-21, and voting from Oct. 27-Nov. 2, 2016.

Regarding the Board of Governors, due to the election of a new Chair, new members, and a new corporate secretary, the dates for the next calendar year have not been set. This will be done at the Oct. 4<sup>th</sup> BoG meeting. Jennifer attended an Orientation session last week with the Board.

The Curriculum Change Review Panel met this summer to review a major curriculum change in School of Health Sciences for Adult Echocardiography. Chris Wiebe, Kathy Siedlaczek and Jennifer met to review the proposal, and recommended approval for the change.

#### 4.2 Institutional Report, VP Academic – Tom Roemer

Tom Roemer attended the Board of Governors orientation session last week along with the newly appointed governors. He has initiated a review of the Program Advisory Committees. Kevin Wainwright has been tasked with looking outside of BCIT to see what other institutions are doing in this area.

Recently the Deans presented their back briefs, which identifies the projected programming activity for 2017-18. The program activity level is similar to last year but more program reviews and changes will be done which ensures our existing programs remain current and meet student and industry needs. Activity around new programs, program reviews and major program changes are balanced equally.

a. Program Review – One Year Status Report

Bachelor of Architectural Science, SoCE

Wayne Hand provided a one year status update on the Bachelor of Architectural Science. All twelve recommendations are being acted on in some form or are completed.

b. Program Cancellation in Diploma in Industrial Instrumentation and Controls Technician

The School of Energy recommends cancellation of the Diploma in Industrial Instrumentation and Controls Technician. This program was a one-year follow-up program for students who had completed the Electronics Technician Common Core program. Last year approval was given to develop the new two-year Industrial Instrumentation and Process Control Technician program that included the relevant electronics from Common Core. The program area has gone through the consultation process according to the Program Suspension and Cancellation procedure 5405-PR1.

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 this program are provided in the Recommendation for Cancellation document. Education Council will bring this forward to the Board of Governors for their approval at the Oct. 4, 2016 Board meeting.

MOTION:

It was moved by Jennifer Figner and seconded by Sanesh Iyer that Education Council verifies that the process for program cancellation, according to Policy 5405, has been followed for the Diploma in Industrial Instrumentation and Controls Technician.

The motion was carried with one abstention.

c. International Credential Amalgamation Discussion

Tom introduced the topic of international credential amalgamation. He would like to see a framework established that would apply to multiple partners, rather than having to bring forward a unique proposal for each institution in each city. Comments from Council:

- Ensure that content is equivalent and of same quality
- Challenge in that although the content is equivalent, the proficiency in English might not be
- Credentials are not the same across international boundaries
- We are accrediting other institutions to deliver our curriculum. We need to ensure it is being fully delivered
- Consider working with a large region rather than an entire country
- Complications arise when you have to consider local labour market requirement
- We have partnering institutions making decisions as to whether the credentials are equivalent. There needs to be some method on equivalency.

Tom will take this back to Lawrence Gu, Dean for International and come back to Council again at a later date.

#### 4.3 Report from Students - Dominic Terrado

Dominic reported that he assisted with preparations for Orientation Day by recruiting volunteers and training them to give tours to new students. He helped on Clubs Day as well. The Student Association has appointed the Set Reps and Student Councilors from each of the schools. Each SA member was asked to identify three objectives for the year.

#### 5. Report from Standing Committees

##### 5.1 Programming Committee – Chris Wiebe

Chris reported that the Programming Committee met on Sept. 14, 2016 and had no program submissions to review. Andrea Matthews was acclaimed as Vice-Chair. Two ad hoc members were recently appointed to the Committee, namely Lin Brander and Andre Caron. The Bylaws state that 10 faculty members are needed on the Programming Committee, so another two are needed. These seats should be filled with the upcoming by-election.

##### 5.2 Policy Committee – Craig Cowan

Craig advised that the Policy Committee met on Sept. 14, 2016. Michael Currie was acclaimed as Vice-Chair. Dean Diamond was appointed as an ad hoc member. There are many policies that need to be reviewed this year; the list will be prioritized.

The Committee reviewed Procedure 5501-PR1 Honorary Awards, to determine whether BCIT should recognize recipients of Honorary Doctorates as alumni and to formalize the convention for addressing and publicly recognizing recipients.

#### MOTION:

It was moved by Craig Cowan and seconded by Chris Wiebe that BCIT adopt the convention of referring to BCIT's honorary doctorates with the title of Dr. and that they be recognized as alumni of the Institution.

The motion was carried with one abstention.

#### 6. New Business

There was no new business.

#### 7. Any Other Business

There was no other business.

#### 8. Next Meeting Date

Wed. Nov. 9, 2:30-4:30, Royal Oak Boardroom

#### 9. Adjournment

The meeting adjourned at 3:26.