

Meeting Minutes

Education Council

Date: June 7, 2017

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

Meeting location: SE40, Royal Oak Boardroom

In attendance: Jennifer Figner, Chair; Craig Cowan, Vice Chair; Chris Wiebe Vice Chair; Andrea Matthews; Anthony Chan; Angie Chan; Bob Gill; Dean Tamboline; Harj Dhaliwal; Joanne Atha; Michael Currie; Trudy Bruce; Vasilii Baryshnikov

Official Guests: Tracy Wang

Minute taker: Joanne Schaap

Regrets: Dawna Mackay; Eric Fry; Kathy Kinloch; Kory Wilson; Matt Vickars; Richard Plett; Sergey Bukharov; Tim Carson; Tom Roemer; Robyn Loughheed

Chair Jennifer Figner called the meeting to order at 2:30. She asked the Associate Registrar Amanda Hill to conduct the election for the position of the Chair of Education Council.

1. Election of Education Council Chair for 2017-18 – Associate Registrar Amanda Hill
The Registrar's Office explained the process for conducting the election for the position of Chair of Council. Quorum was confirmed. Amanda noted that the nominating committee brought forward the name of Jennifer Figner for the position of EdCo Chair. Jennifer confirmed her acceptance of the nomination. Amanda called twice for any additional nominations. There were none, and nominations were declared closed. Jennifer was acclaimed as Chair of Education Council for 2017-2018.
2. Election of Education Council Vice-Chairs for 2017-18, EdCo Chair Jennifer Figner
As the newly elected Chair, Jennifer conducted the election for the two Vice Chair positions for 2017-2018. Jennifer advised that the nominating committee has named Chris Wiebe and Craig Cowan as nominees for the two positions of Vice Chairs. Chris and Craig confirmed their acceptances of the nominations. Jennifer called twice for further nominations for the Vice Chair positions; hearing none, nominations were declared closed. Chris Wiebe and Craig Cowan were acclaimed as Vice Chairs of Education Council for 2017-18.

Each Vice Chair is responsible for assuming the role of Chair for one of the two Standing Committees. Because the composition of the Programming Committee is restricted to faculty, the Chair must also be a faculty member. Vice Chair assignments for the Standing Committees are as follows:

Chair of Programming: Chris Wiebe, Faculty, School of Energy

Chair of Policy: Craig Cowan, Education Administration

Congratulations were offered to those elected to Council positions.

3. Roundtable of Introductions
A roundtable of introductions was held. New members were welcomed to their first EdCo meeting.
4. Approval of Agenda
MOTION: It was moved by Chris Wiebe and seconded by Eric Fry and carried that the agenda be

approved.

5. Approval of Education Council Meeting Minutes
MOTION: It was moved by Anthony Chan and seconded by Chris Wiebe and carried that the Minutes of May 10, 2017 be approved.

6. Business Arising from the Minutes
There was no business arising from the Minutes

7. Reports

7.1 Report from the Chair

Jennifer Figner noted that this was first meeting of the Education Council year. Council members are required to participate in at least one standing committee. As such, the members were requested to inform Joanne which committee they would like to sit on. The Programming Committee is composed of faculty members only, and additional resource members as required.

Jennifer attended the Board of Governors meeting on May 30, 2017. The Board approved the request for a change to Policy 5401 Program Development and Credentials; and the new policy, Policy 5801 – Educational Affiliations. They also approved the proposal to offer a Bachelor of Science (Combined Honours) in Biochemistry and Forensic Science which is being delivered jointly with UBC. The Chair of the Board noted that Board is pleased with the quality of proposals being brought forward by Education Council.

7.2 Institutional Report, VP Academic – reported by Chair on behalf of Tom Roemer

Jennifer explained the process of program reviews, starting with a Self-Study Report, followed by a Final Report, an EdCo Report and then a one-year status report.

a. Program Review – Final Report

- i. Certificate in New Media Design and Web Development, School of Business
Dean Leelah Dawson introduced Susan Burgess and Ramin Shadmehr, who assisted with the Self Study Report. There were 20 recommendations, one being to develop a diploma credential at 100+ credits instead of the current certificate at 92 credits. They hope to launch this by Sept. 2018.
- ii. Diploma in Computer Information System Administration, School of Energy
Dean Forrest Tittle noted that there are 11 recommendations, the most significant being a reduction in the program from 40 weeks to 35. This will allow staff time to refresh the curriculum for the next year, and will lighten the load for students.
- iii. Diploma in Telecom Technician; Diploma in Wireless Communications Technician, School of Energy
Dean Forrest Tittle spoke to the 13 recommendations for this review. Of note was #5, where it is recommended that students successfully complete every course in order to graduate.

b. Program Review – One Year Status Report

- i. Diploma in Business Operations Management, School of Business
Dean Leelah Dawson noted that the program completed a major change in 2016, and will have their first graduates by Sept. 2018. All recommendations have been completed. There is a high need for good data analytics. Enrolment is good overall.

7.3 Report from Students

Vasiliy Baryshnikov noted that student association executives officially started their new positions. Three of the four students on EdCo are also on Student Association. A few weeks ago he had the opportunity to meet with a federal minister who was touring the computer lab downtown. He discussed with her an issue regarding work permits for international students.

8. Report from Standing Committees

8.1 Programming Committee – Chris Wiebe

Chris reported that the Programming Committee met on May 24, 2017 and reviewed five submissions. Chris provided an overview of each of the following submissions:

a. Major Curriculum Change:

i. Diploma in Architectural and Building Technology, School of Construction and Environment

The changes to this diploma are being brought forward as a result of the program review completed in 2014. These changes include the addition of courses to meet recent developments in industry, restructuring of courses to better align with existing courses and reduction of courses and number of credits to optimize the students' workload.

MOTION: It was moved by Chris Wiebe and seconded by Dean Tamboline that the proposal for a major curriculum change for the Diploma in Architectural and Building Technology be approved. Questions were taken from the floor.

The motion was carried with one abstention.

ii. Diploma in Computer Systems Technology, Artificial Intelligence and Machine Learning Option, School of Computing and Academic Studies

This proposed new option for students in their second year enables students to specialize in the design and development of software that can learn from and make decisions on data sets using artificial intelligence and machine learning techniques.

MOTION: It was moved by Chris Wiebe and seconded by Vasiliy Baryshnikov that the proposal for a major curriculum change for the Diploma in Computer Systems Technology, Artificial Intelligence and Machine Learning Option be approved. Questions were taken from the floor.

The motion was carried.

b. Concept Paper

i. Advanced Diploma in Technical Arts, School of Business

The rationale for this new program arose in 2016 when BCIT was approached by Electronics Arts in regards to training artists and programmers for technical arts jobs in the game industry.

MOTION: It was moved by Chris Wiebe and seconded by Harj Dhaliwal that the proposal for a major curriculum change for the Advanced Diploma in Technical Arts be approved. Questions were taken from the floor.

The motion was carried.

c. Program Proposals

- i. Advanced Certificate in Automated Controls Installation and Maintenance, School of Construction and the Environment

The increasing complexity of industrial automated control systems demands installation and maintenance personnel who are computer literate and who can communicate with co-workers who will often be, like themselves, working across disciplines. This Advanced Certificate in ACIM will build upon the knowledge and skills evolved during an electrician apprenticeship or an engineer's practical training and experience.

MOTION:

It was moved by Chris Wiebe and seconded by Andrea Matthews that the proposal for a program proposal for an Advanced Certificate in Automated Controls Installation and Maintenance be approved. Questions were taken from the floor. It was questioned if there had been sufficient consultation with the School of Energy which offers the Industrial Instrumentation Technician program. Responses showed that the School of Energy had been consulted and had opportunity at various stages in the process to give their input. There is some overlap between the two programs, however this part-time course is intended for electricians who have been in the workforce for some time and can be completed in 16 months.

The motion was carried with two opposed.

- ii. Graduate Certificate in Forensic Investigation of Fraud and Financial Crime, School of Computing and Academic Studies

The Graduate Certificate program provides a comprehensive understanding of modern financial fraud and financial crime investigative techniques and tools and also focuses on technology and tools that assist investigators in the resolution of suspected cases of fraud.

MOTION:

It was moved by Chris Wiebe and seconded by Joanne Atha that the proposal for a program proposal for a Graduate Certificate in Forensic Investigation of Finance and Fraud Crime be approved. Questions were taken from the floor.

The motion was carried.

8.2 Policy Committee – Craig Cowan

Craig advised that there has been no new business since the last meeting.

9. New Business

The Program Approval Timeline was included with the Education Council package as an FYI item.

10. Any Other Business

There was no other business.

11. Next Meeting Date

Wed. Sept. 20, 2017, 2:30-4:30, Royal Oak Boardroom

12. Adjournment

The meeting adjourned at 4:10 p.m.