

Meeting Minutes

Education Council

Date: May 10, 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; Anita Shen; Bob Gill; Dominic Terrado; Eric Fry; Harj Dhaliwal; Joanne Atha; Richard Plett; Tom Roemer; Trudy Bruce

Official Guests: Dawna Mackay; Kory Wilson; Robyn Lougheed; Tracy Wang

Minute taker: Joanne Schaap

Regrets: Kathy Kinloch; Sanesh Iyer; Mitra Zamini-Rad; Michael Currie; Mark Overgaard;

Chair Jennifer Figner called the meeting to order at 2:30. This is the final meeting of this academic year.

Action Items / Discussions:

1. Approval of Agenda
MOTION: It was moved by Harj Dhaliwal and seconded by Anita Shen and carried that the agenda be approved.
2. Approval of Education Council Meeting Minutes
MOTION: It was moved by Chris Wiebe and seconded by Eric Fry and carried that the Minutes of March 1, 2017 be approved.
3. Business Arising from the Minutes
There was no business arising.
4. Reports
 - 4.1 Report from the Chair
Jennifer Figner welcomed Kory Wilson for a presentation on Indigenous.
 - a. Indigenous Initiatives & Partnerships, Kory Wilson, Executive Director
Kory Wilson focuses on both external and internal relations. She is responsible for ensuring success for Aboriginal learners and finding the most effective way to support students and faculty. Part of that focus includes a three-hour workshop and on-line modules which can be used in courses. She is open to invitations to make presentations across the campus.
 - b. Jennifer noted that elections have been completed for the next academic year. Chris Wiebe, Bob Gill, Eric Fry were acclaimed for their current positions and Trudy Bruce was elected. Tim Carson, who sits on the Programming Committee, was acclaimed as the representative for BCGEU Instructional for School of Construction and the Environment. The GEU Instructional at-large seat is still vacant, so a by-election will be held in the fall for this position.

Three new students were elected, out of a slate of six candidates: Sergey Bukharov (also elected at Student Association president), Dean Tamboline, and Matt Vickars. Vasiliy Baryshnikov, who was voted in as the VP Student Affairs, will also be sitting on Education Council. Sergey and Vasiliy and Dean were in attendance and were welcomed. Orientation for the new members will take place in the next month. Dominic had given several good ideas to support newly elected students and Jennifer will be implementing them.

As a member of the Board of Governors, Jennifer sits on the Governance Committee which met earlier in the day. They reviewed Policy 5401 Program Development and Change, and 5801 Education Affiliations and will recommend them to the Board of Governors for approval pending one minor change to 5801. At the next Board meeting, the Bachelor of Science (Combined Honours) in Forensic Science and Biochemistry offered in conjunction with UBC will be brought forward.

The Ministry of Advanced Education is conducting a Quality Assurance Process Audit of internal program review policies and processes at public post-secondary institutions, to ensure rigorous, ongoing program and institutional quality assessment processes have been implemented. BCIT is in the early stages of the process now, with a site visit expected in November 2017 at which three programs review processes will be examined.

Council members were reminded of the year-end luncheon being held tomorrow.

4.2 Institutional Report, VP Academic, Tom Roemer

BCIT ended the fiscal year in a good position. Enrolment was at a positive level. BCIT is doing well in the Skills Gap. BCIT has approximately 4000 international students from 100 countries. Todd Odgers, Associate Dean, International, will provide support for this area. BCIT will be upgrading the Banner system, which will provide an opportunity to review business processes.

a. Program Review – Final Report

- i. Diploma in Technology Teacher Education, School of Energy
Brent Dunn, Associate Dean, Mechanical Engineering, explained that this program is designed for teachers aspiring for careers teaching technologies to students in grades 6-12,. In addition to conducting a curriculum review, a program review and surveys, the program area kept in touch with the Ministry since changes are being made in Trades Training and these need to be incorporated into curriculum. There were 7 recommendations brought forward.
- ii. Diploma in Marketing Management, School of Business
Dean Leelah Dawson, who recently joined BCIT, deferred to Harj Dhaliwal, Associate Dean for Marketing Management, to report on their program review for Diploma in Marketing Management. He highlighted a few of the 8 recommendations.

4.3 Report from Students

Dominic Terrado noted that the Student Association held a referendum last month for a new student building (which will be available for a variety of student uses, including 24/7 study space) which was brought forward since the students had indicated this was something they wanted. 55% of the respondents voted in favour, and 45% opposed. Those who voted against it did not want to pay higher fees and they felt they did not have enough information.

At a recent Student Association meeting, the Learning and Teaching Framework presentation was made. Students were very engaged. All Student Association elections have been completed. There was a 5% turnout. They will begin their new roles on June 1st.

5. Report from Standing Committees

5.1 Programming Committee – Chris Wiebe

Chris reported that the Programming Committee met on April 19, 2017 and reviewed five submissions. Chris provided an overview of each of the following submissions:

a. Major Curriculum Change

i. Diploma in Diagnostic Medical Sonography, School of Health Science

This diploma incorporates cardio and general sonography and includes 46 weeks of full-time clinical experience. This proposal suggests adjustment to the Diploma in response to pressures to increase enrolment and meet staff shortages.

MOTION:

It was moved by Chris Wiebe and seconded by Anthony Chan that the proposal for a major curriculum change to the Diploma in Diagnostic Medical Sonography be approved.
The motion was carried.

ii. Diploma in Computer Systems Technology, Tech Entrepreneur Option, School of Computing and Academic Studies

The second year of the full-time CST diploma involves eight “options” which have limited space. This proposed new option will place students in a simulated startup environment, giving expanded focus on tech to meet the needs of this growing industry.

MOTION:

It was moved by Chris Wiebe and seconded by Craig Cowan that the proposal for a major curriculum change to the diploma in Computer Systems Technology, with a new Tech Entrepreneur Option, be approved.
The motion was carried with one abstention.

iii. Bachelor of Technology & Diploma in Geomatics, School of Construction and Engineering

The proposal is for a major curriculum change for the diploma to eliminate half term courses currently being taught. The credential will be changed from Bachelor of Technology in Geomatics to Bachelor of Science in Geomatics since it was felt that The BTech credential was not well recognized.

MOTION: It was moved by Chris Wiebe and seconded by Harj Dhaliwal that the proposal for a credential type change from Bachelor of Technology to Bachelor of Science in Geomatics with a Minor Curriculum Change, and Major Curriculum Change for the Diploma in Geomatics Engineering be approved.
The motion was carried with one abstention.

iv. Diploma in Marketing Management (Tourism Management Option), School of Business

The proposal is coming forward to update and better align the program to ensure its continued success. The practicum will be restructured to meet industry needs.

MOTION: It was moved by Chris Wiebe and seconded by Eric Fry that the proposal for a major curriculum change to the Diploma in Marketing Management (Tourism Management Option) be approved.
The motion was carried with two abstentions.

v. Diploma in Automotive Service Technician, School of Transportation

The proposal includes an increased term length from 48 to 49 weeks, and co-op work term from 960 to 1320 hours of industry work experience. The term structure will change from three 16-week terms to one 13-week term and 3 12-week terms, for a total of 4 terms and

49 weeks to align with Industry Training Authority.

MOTION: It was moved by Chris Wiebe and seconded by Andrea Matthews that the proposal for a name change from Automotive Service Technician Diploma to Diploma in Automotive Service Technician and Operations and a Major curriculum change be approved. The motion was carried with two abstentions.

5.2 Policy Committee – Craig Cowan

a. 5801 – Educational Affiliations

At a meeting on April 12, 2017 the Committee reviewed a new Policy and Procedure for Education Affiliations. This policy was created to fill a gap in providing guidance where BCIT embarks on agreements with educational partners, and it pulls in existing practices at BCIT and those of other institutions.

Due to challenges with meeting schedules, this policy went to Governance Committee of the Board of Governors prior to coming to Education Council. They recommended one change in the Guiding Principles, with the addition of the phrase “Any educational affiliation will appropriately recognize BCIT’s contributions and expertise.”

MOTION:

It was moved by Craig Cowan and seconded by Richard Plett that the new policy 5801 Education Affiliations and procedure 5801-PR1 be approved with the addition of the phrase “Any educational affiliation will appropriately recognize BCIT’s contributions and expertise.” The motion was carried.

From here the policy will be brought forward to the Board of Governors on May 30, 2017 for decision. There was discussion as to difference between affiliation and partnerships. It was suggested that these terms be included in the general definitions of policy.

A sub-committee is currently working on 5403 Course Outlines and Course Names. The Student Code of Conduct policy is still with legal counsel.

6. New Business

Tom Roemer introduced the idea of an education plan which will pick up momentum in the fall. It would address what should be taught at BCIT, and define the concept of education for the Institute. Since a large component of the programs are Part-Time Studies, a review of PTS needs to be done. A program mix analysis is underway, and the International Student Entry Program (ISEP) will also be reviewed shortly.

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 4:40.