

Meeting Minutes

Education Council

Date: Jan. 31, 2018

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; Chris Gresat; Cheryl Cahill; Dean Tamboline; Eric Fry; James Rout; Joanne Atha; Sergey Bukharov; Tim Carson; Tom Roemer; Trudy Bruce; Wafaa Barakat; Bob Gill (3:10-3:50)

Official Guests: Dawna Mackay; Robyn Lougheed; Todd Odgers

Regrets: Chris Rogerson; Kathy Kinloch; Michael Currie; Jordan Holden

Minute taker: Joanne Schaap

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

1. Approval of Agenda
MOTION: It was moved by Dean Tamboline and seconded by Chris Wiebe and carried that the agenda be approved with one change: the one-year status report for Diploma in Automobile Service Technician will be received after Business Arising from the Minutes.
2. Approval of Education Council Meeting Minutes
MOTION: It was moved by Craig Cowan and seconded by James Rout and carried that the Minutes of Dec. 13, 2017 be approved with the correction that Dawna Mackay was not present for that meeting.
3. Business Arising from the Minutes
There was no business arising from the Minutes.
4. EdTalks Update, VP Academic
Tom Roemer presented the Community Report on EdTalks. Coming from this initiative there will be an Education Plan and a Part Time Studies Review. A new position, AVP Implementation and Integration, will carry on with this project and will be responsible to bring new educational initiatives forward. BCIT needs to maintain their differentiation, and this will be done through four areas: global and domestic trends; initiatives and technologies; methodologies; and business models. Questions were taken from the floor. A challenge put forward to Education Council was how the community can be kept informed of the updates on this initiative.
5. Reports
5.1 Report from the Chair
Jennifer Figner noted that election process will be starting soon. Approximately half the members have their terms of office expiring in May, and they have been notified and asked to consider putting their name forward again.

There has been a change of governors on the Board with the new NDP provincial government in place. Four governors whose term ended on Dec. 31st were not renewed for another term. Four other governors have been appointed in their place.

Kathy Siedlaczek of the APQA office is coordinating an initiative to create a pool of general education electives from which students in full-time degree programs can choose. Currently, it is challenging for full-time degree programs to offer choices in elective courses that are delivered as full-time courses.

5.2 Institutional Report, VP Academic

a. Program Review – One Year Status Report

Diploma in Automobile Service Technician, School of Transportation

Dean Guy Ellis presented the one-year status report for the Diploma in Automobile Service Technician. The review was very ambitious and comprehensive, with 23 recommendations coming forward. Most of the recommendations and sub-recommendations are completed to date. All course outlines have been updated to current ITA harmonization outcomes. Course outlines have been archived in the library. A co-op work term book has been created.

b. Program Suspension of Certificate in Sustainable Event Management

The School of Business recommends suspension of the Certificate in Sustainable Event Management. Tom explained that the program was originally designed as a cohort-based full-time studies program. It was delivered one time (Sept. 2015) but there were low applicant numbers beyond that, and the program has not been offered again. The intent is to revise the program delivery model to a part-time studies program on a course-by-course basis. Consultation was done with the Program Head, faculty, Associate Dean, Dean and other academic areas that teach into the program.

Council was assured that all the steps taken to suspend this program comply with the requirements in Policy 5405. A recommendation will come from the dean in the next 2 years as to whether it will be reinstated. A show of hands indicated that it was felt that the proper process had been followed.

c. Tom gave a brief summary of his recent trip to Yamagata, Japan where an MOU was signed with the university. The two institutions are interested in offering joint graduate degrees.

5.3 Report from Students

Wafaa Barakat highlighted some of the items from her written report, namely Women in Media, Mental Health Student Discussion, Holla Day Christmas Party, the Western Engineering Competition and the JDC West Business School Competition, Industry Days Career Fairs and U-Pass Referendum.

6. Report from Standing Committees

6.1 Programming Committee

Chris Wiebe reported that the Programming Committee met on Jan. 17, 2017. Chris provided an overview of the following submission:

a. Major Curriculum Change:

Diploma in Biomedical Engineering, School of Health Sciences

The proposal for a major curriculum change, term restructuring and program name change for the Diploma in Biomedical Engineering is coming forward as the result of a program review.

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

The motion was carried with one abstention.

6.2 Policy Committee

a. Policy 5405 Program Suspension and Cancellation

The Policy Committee met on Nov. 29, 2017 and reviewed Policy and Procedure 5405 Program Suspension and Cancellation as an interim review. Feedback was received from the community over a 30-day period in response to reviews of the proposed changes.

MOTION:

It was moved by Craig Cowan and seconded by Sergey Bukharov that the revised Policy 5405 Program Suspension and Cancellation be approved.

The motion was carried.

MOTION:

It was moved by Craig Cowan and seconded by Joanne Atha that the revised Procedure 5405 Program Suspension and Cancellation be approved.

The motion was carried.

Policy 5601 Faculty Qualifications

The Policy Committee reviewed Policy 5601 Faculty Qualifications on Nov. 29, 2017 and again on Jan. 10, 2018. Feedback was received from the community over a 30-day period in response to reviews of the proposed changes. The scope of this policy is to cover qualifications at the time of hire. Issues with ongoing instructional quality need to be captured in a new policy that BCIT should undertake in response to the DQAB review report and demand from the community. At yesterday's Board Governance meeting Jennifer presented the recommended changes to this policy and concerns arose that will require some further work on the wording. As a result, a motion to approve Policy 5601 was deferred to give time for further discussion. The primary concerns are in the section of Program-Level Qualifications. Whereas point 3 mentions Bachelors level or equivalent, points 4 & 5 make no allowance for equivalency. All members of the committee felt that this would be an important clarification. Craig hopes to bring this forward to the next EdCo meeting.

7. **New Business**
There was no new business.
8. **Any Other Business**
There was no other business.
9. **Next Meeting Date**
Wed. Feb. 28, 2018, 2:30-4:30, Royal Oak Boardroom
10. **Adjournment**
The meeting adjourned at 4:05 p.m.