

Meeting Minutes

Education Council

Date: Sept. 19, 2018

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

Meeting location: SE40, Royal Oak Boardroom

In attendance: Jennifer Figner, Chair; Chris Wiebe, Vice Chair; Adam Nguyen; Andre Caron; Andrea Matthews; Bob Gill; Cheryl Cahill; Eiryll Sanchez; James Rout; Joanne Atha; Matthew Funk; Michael Currie; Morgan Westcott; Sajjad Askarzadeh; Steve Perry; Tim Carson; Trudy Bruce

Minute taker: Joanne Schaap

Official Guests: Dawna Mackay; Robyn Lougheed; Todd Odgers

Regrets: Kathy Kinloch; Angie Chan; Chris Rogerson; Eric Fry, Vice Chair; Tom Roemer

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

1. Approval of Agenda
MOTION: It was moved by Andre Caron and seconded by Cheryl Cahill and carried that the agenda be approved.
2. Approval of Education Council Meeting Minutes
MOTION: It was moved by Chris Wiebe and seconded by Michael Currie and carried that the Minutes of June 1, 2018 be approved.
3. Business Arising from the Minutes
none
4. Reports

4.1 Report from the Chair – Jennifer Figner

Jennifer Figner reported that there was no Education Council business over the summer. The Board of Governors met in late June, and approved two program proposals which EdCo had recommended: Advanced Diploma, Professional Real Estate; and New Media Design and Web Development.

The membership of the Board has changed with several new governors recently being appointed. Kathy Corrigan was voted in as the new Chair. Jennifer will be attending the Orientation for the BoG on Monday and will explain to them the role of EdCo. Jennifer gave a brief update on the Code of Conduct at the BoG Committee meetings held yesterday.

She met last week with Michael Mandrusiak, Director of Student Wellness, and assured him that student wellness is a priority of Education Council. Council members were invited to join a committee on Student Wellness. Dawna Mackay is also a member of that committee.

4.2 Interculturalization – Todd Odgers, Associate Dean International

Todd Odgers gave a presentation on Interculturalization at BCIT. He explained the need for soft skills in diverse workplaces of today and the future. Faculty and students need to adapt and learn these skills. There is a high percentage of international students and first generation immigrants in Canada, which requires competency in intercultural understanding and mutual respect. BCIT needs to be aware of student outcomes, how teaching and learning is done, and the programs and curricula that is offered.

Council members gave their feedback. Vancouver is a diverse city, and has diverse demographics. BCIT needs to provide resources for instructors to help them in their role. Successful students need to be competent in communication.

4.3 Institutional Report, VP Academic – Jennifer Figner

Jennifer reported on behalf of Tom Roemer.

- a. Program Cancellation of Industry Partnership Certificate in Office Administrator Technology
The School of Computing and Academic Studies recommends cancellation of the Industry Partnership Certificate in Office Administrator Technology. 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 program went through a major change in 2017 from Industry Partnership Certificate to Certificate, and the Industry Partnership Certificate program is now being cancelled. In this case, Education Council does not need to bring this forward to the Board of Governors since it is an Industry Partnership. The item is being received for information only.

- b. Reinstate Certificate in Sustainable Event Management
The Sustainable Event Management program was suspended in Dec. 2017 due to low applicants. The program will be reinstated as a part-time study format instead of cohort-based. This item has been received for information only.

4.4 Report from Students – Eiryll Sanchez

Eiryll highlighted the items in which SA is involved:

- a. Set Rep Proposed Changes
- b. By-election for SA Executive
- c. Kick-start Orientation Days
- d. Clubs Engagement
- e. BCIT Student Competition Funding
- f. Affordable Child Care Benefit Announcement
- g. Conferences

5. Report from Standing Committees

5.1 Programming Committee – Chris Wiebe

Chris reported that the Programming committee met on Sept. 5, 2018 and reviewed five submissions. Chris provided an overview of each of the following submissions:

- a. Notice of Intent
 - i. Diploma Application Development to Web and Mobile, School of Computing and Academic Studies, and School of Business

Due to the high demand for technology professionals, this program will be created to provide graduates with applied experience working within an interdisciplinary environment involving both designers and developers to create mobile and web-based applications.

- b. Program Proposal
Advanced Diploma in Technical Arts, School of Business
This program will educate and train students who can act as a “bridge” between artists and programmers who are working on a variety of visual effects, games and animation projects.

MOTION: It was moved by Chris Wiebe and seconded by James Rout that the program proposal for an Advanced Diploma in Technical Arts be approved. Questions were taken from the floor.

The motion was carried.

c. Major Curriculum Change

- i. Certificate in Broadcast Communications – Broadcast Journalism, School of Business
The current program is 48 credits and was designed to ladder into the diploma of Broadcast and Online Journalism. However the structure of the diploma program makes laddering very unlikely; as well, the certificate has had very low enrolment; and the structure and length of the certificate no longer reflect the demand from industry.

MOTION: It was moved by Chris Wiebe and seconded by Bob Gill that the proposal for a major curriculum change from a Certificate in Broadcast Communications – Broadcast Journalism to an Associate Certificate in Broadcast and Digital Journalism be approved.
The motion was carried.

- ii. Certificate in Broadcast and Media Communications – Radio, School of Business
The current program is 49 credits and was designed to ladder into the diploma of Radio Arts and Entertainment. However the structure of the diploma program makes laddering very unlikely; as well, the certificate has had very low enrolment; and the structure and length of the certificate no longer reflect the demand from industry.

MOTION: It was moved by Chris Wiebe and seconded by Morgan Westcott that the proposal for a major curriculum change from Certificate in Broadcast and Media Communications – Radio to an Associate Certificate in Radio Arts and Entertainment be approved. Questions from the floor.

The motion was carried.

- iii. Diploma in Automotive Service Technician and Operations, School of Transportation

This proposal is to offer an international non co-op option to the recently updated ASTO (Automotive Service Technician and Operations) program.

MOTION: It was moved by Chris Wiebe and seconded by Steve Perry that the proposal for a major curriculum change to the Diploma in Automotive Service Technician and Operations with the addition of an international non co-op option be approved. Questions were taken from the floor.

The motion was carried.

5.2 Policy Committee – Michael Currie on behalf of Eric Fry

Michael Currie advised that the Committee will have its first meeting of the term next week. They will prioritize the list of policies to be reviewed in the coming year.

6. New Business

6.1 QAPA Report – Barry Hogan

Barry Hogan, Dean, Academic Planning and Quality Assurance, gave background information on the Quality Assurance Process Audit (QAPA) which was done last year in November. BCIT now has a final report from the Ministry. BCIT was commended for its quality assurance and does not require a follow-up report to address deficiencies. The report will be published on the website of both the Ministry of Advanced Education and Skills Training DQAB site, [Quality Assurance Process Audit Reports](#) and BCIT's webpage <https://www.bcit.ca/apqa>

6.2 Exemption from Education Policy, Advanced Diploma, Technical Arts, School of Business

The program area is asking for an exemption to Policy 5103 – Student Evaluation, section 5, Time to Complete Credential where it states: *Where time limitations do not exist, BCIT's default time limitation to complete a credential is seven years.* The intention is for students to complete the program as a cohort within a one-year period, per course scheduling for each cohort. A 3-year time maximum limit will ensure that students have

current knowledge and skills in the field of technical arts.

There was a suggestion from Council to change the form to clearly identify the reason for exemption. This will be taken into consideration.

MOTION: It was moved by Jennifer Figner and seconded that the request for an exemption to Policy 5103 – Student Evaluation, section 5, Time to Complete Credential, be approved.

The motion was carried with two opposed.

7. Any Other Business
There was no other business.
8. Next Meeting Date
Wed. Nov. 21, 2018, 2:30-4:30, Royal Oak Boardroom
9. Adjournment
The meeting adjourned at 3:47.