

Meeting Minutes

Education Council

Date: Nov. 20, 2019

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

Meeting location: SE40, Royal Oak Boardroom

To attend: Jennifer Figner, Chair; Andre Caron; Andrea Matthews; Angie Chan; Austin Tallentire; Bob Gill; Bryan Fair; Caroline Scott; Cheryl Cahill; Connor Hofler; James Rout; Ken Zeleschuk; Michael Currie; Miranda Campbell; Morgan Westcott; Sajjad Askarzadeh; Steve Perry; Tom Roemer;

Official Guests: Dawna Mackay; Robyn Lougheed;

Regrets: Eric Fry, Vice Chair; Tim Carson, Vice Chair; Celeste Dunstan; Oleg Lundu; Todd Odgers

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

1. Approval of Agenda
MOTION: It was moved by Sajjad Askarzadeh and seconded by Steve Perry and carried that the agenda be approved.
2. Approval of Education Council Meeting Minutes
MOTION: It was moved by Bryan Fair and seconded by Morgan Westcott and carried that the Minutes of June 1, 2019 be approved.
3. Business Arising from the Minutes
There was no business arising.
4. Reports
4.1 Report from the Chair – Jennifer Figner
The Policy Committee is trying to better align policy development with the College and Institute Act, and BCIT's Policy 1000. In the past, policy changes or new policies were brought to the Board of Governors with a request for approval. However, based on the interpretation of Policy 1000 by the policy management advisor, the process follows the policy and therefore procedures are now being sent to the Board Governance Committee, and then the BoG, for their review and request for approval. Procedure 5405-PR1 Program Suspension and Cancellation was reviewed by the Governance Committee yesterday and will go to the full Board on Dec. 4, 2019 for their approval.

On March 6, 2019, Education Council recommended for approval by the Board of Governors several policies and procedures related to the Student Code of Conduct. It came to the Chair's attention, however, that in accordance with the College and Institute Act, Procedure 5103-PR2 Grades Reassessment does not need BoG approval; EdCo has the authority to approve it. Therefore a request was sent out on Oct. 29, 2019 for an e-vote to amend the motion

From: That Procedure 5103-PR2 Grades Reassessment be recommended to the Board of Governors for approval

To: That Procedure 5103-PR2 Grades Reassessment be approved by Education Council as presented.

There were 15 people who voted in favour and it has now officially been approved by Council.

At the Board meeting on Oct, 1, 2019, Jennifer presented a proposal for a Diploma in Heavy Duty Truck Technology and it was approved by the Board. The program area hopes to launch it in May.

Jennifer recently attended a meeting with the School Quality Committee Chairs and commended their work.

Kathy Siedlaczek was selected as the new Dean for Academic Planning and Quality Assurance, beginning Jan. 1, 2020. Barry Hogan is retiring and this will be his last meeting at Education Council. He was thanked for his guidance and support over the years.

4.2 Institutional Report, VP Academic – Tom Roemer

The roll-out of the Strategic Plan is going well. At a recent meeting, it was noted that the initiatives are ahead of schedule or on schedule. He recently hosted a Vice President Academic Forum and presented on interdisciplinary centres of competence and the plan for a multidisciplinary credential, both of which are distinct elements of the Education Plan.

Following the Eco-city World Summit last month, BCIT committed to establishing an Ecocity Centre of Excellence. Tom explained that BCIT is in the process of signing an MOU with the local campus of Northeastern University, which offers masters programs in areas which BCIT does not have.

In December 2018 the Bachelor of Science in Food Technology and Operations Management was suspended because there were some issues with the delivery model. These concerns have been addressed and the program has been reinstated.

4.3 Program Review

a. Final Report

- i. Bachelor of Engineering in Mechanical Engineering, SOE
Associate Dean Brent Dunn provided background information on this program which underwent a review by the Canadian Engineering Accreditation Board and underwent a program review at same time. The 11 recommendations that came forward are being addressed now.

b. Program Review – One Year Status Report

- i. Bachelor/Diploma/Certificate in Interior Design, SoCE
Dean Wayne Hand stated that of the 14 recommendations which were made, some are complete and others are in the process. The program area reduced the credit count and changed the curriculum.

4.4 Report from Students – Miranda Campbell

A new Chair has been elected for the ATC. The U-Pass referendum was successful, with 89% voting in favour of an extending a contract to April 2025. With the current transit strike, the SA is trying to help students through a ride-sharing app. The SA participated in the EcoCity World Summit and to formalize sustainability on campus, they created a new role of VP Equity and Sustainability.

Their Annual General Meeting was held on Monday. Everything brought forward was approved.

5. Report from Standing Committees

5.1 Programming Committee – Andre Caron, Vice Chair

Andre reported that the Programming Committee met on Nov. 6. Andre provided an overview on the NOI.

a. Notice of Intent:

Advanced Diploma in Sustainable Business Leadership, SoB

Currently the School of Business offers an advanced certificate that is worth 41 credits, which is 17 more than the 24-credit minimum for this credential. They will add four credits to make up the required 45 credits for an Advanced Diploma, which will better reflect the amount of work the students are completing.

Policy Committee – Michael Currie

Michael advised that the Committee met on October 30. Ryan McCallion was invited as a guest to talk about his work as policy management advisor, and to give comments on some of the policies from EdCo which he has reviewed. His focus is to ensure the policies are consistent with the College and Institute Act and Policy 1000. A new 8 step-approval process for reviewing policies is being implemented.

Status of other policies:

- 5103 Student Evaluation Policy is being updated by a working group, with Michael Currie as the lead. He has asked John Mills, an Instructional Development Consultant, to prepare a final draft.
- 5100 Glossary of Educational Terms will be changed from a policy to a general reference document. Kathy Siedlaczek and Deborah Crawford are leading this.
- 4501 Accommodation for Students with Disabilities, led by Michael Mandrusiak and Eric Fry, was sent by the working group to Ryan, who made some recommendations. It needs a legal opinion next.
- 5201 Recording in the Classroom has been sent out for a 30-day consultation to the community.
- 5403 Course Outline Policy had initial work done by Barry Hogan, and was sent to Ryan for review. Michael take the lead role on this policy now.

5.2 Educational Technology and Learning Design Committee

Byran Fair noted that the Committee is taking the e-learning strategy document, which was developed several years ago as an institutional initiative to improve learning, to the schools for final review.

6. New Business
No new business.
7. Any Other Business
A copy of the BCIT Education Plan has been distributed to each council member.
8. Next Meeting Date
Wed. Jan. 29, 2020, 2:30-4:30, Royal Oak Boardroom
9. Adjournment
The meeting adjourned at 3:34.