

Meeting Minutes

Education Council

Date: Nov. 25, 2020

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

Meeting location: Zoom

In attendance: Jennifer Figner, Chair; Eric Fry, Vice Chair; Tim Carson, Vice Chair; Andre Caron; Angie Chan; Bob Gill; Bryan Fair; Caroline Scott; Celeste Dunstan; Cheryl Cahill; Connor Hofer; James Rout; Kayla Arbez; Ken Zeleschuk; Matthew Miller; Michael Currie; Ramin Shadmehr; Steve Perry; Tanya Fuchs; Tom Roemer

Official Guests: Michael Mandrusiak; Dawna Mackay; Oleg Lungu; Danielle Landeta-Gauthier; Todd Odgers

Minute taker: Joanne Schaap

Regrets: Andrea Matthews

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

1. Approval of Agenda
MOTION: It was moved and carried that the agenda be approved.
2. Approval of Education Council Meeting Minutes
MOTION: It was moved and carried that the Minutes of Sept. 23, 2020 be approved.
3. Business Arising from the Minutes
No business arising.
4. Reports
4.1 Report from the Chair – Jennifer Figner
A welcome was extended to new members Tanya Fuchs and Ramin Shadmehr. Orientation was recently held for the newest Council members. They were paired up with experienced members who will give them guidance as they begin their time with Education Council.

At the Oct. 6, 2020 meeting, the Board of Governors approved the request for Master of Engineering in Smart Grid Systems and Technology. It has completed a 30-day peer review through Post-Secondary Institution Proposal System.

4.1.b Microcredentials – Janet Zlotnik and Kathy Siedlaczek

Tom Roemer introduced the topic of Microcredentials. There are many initiatives around the world and various funding sources available. BCIT already offers these types of credentials as a Statement of Completion. The province is looking for microcredentials as part of the recovery plan after COVID and called for submissions from post-secondaries.

Kathy outlined the background and draft framework. Research was done on how BCIT can offer microcredentials and align with our mandate. The value of microcredentials is similar for learners, employers and for BCIT. The student audiences could be graduates, students on a path to larger credentials, working professionals and others. There is good data showing the motivation for post-secondaries to offer them. Consultation was done with Deans Council, a task group, students, Program Advisory Committees and Education Council.

BCIT's draft definition is: *Microcredentials are short, flexible, competency-based learning experiences. Where offered for credit, assessment is an integral component to validate learning. May be combined/stacked to ladder into courses and/or programs, and can be either embedded within or additional to a credentialed program.*

The general principles for BCIT were outlined. The structure will be such that microcredentials can be either credit bearing (which will be the priority for BCIT) or non-credit learning packages.

Janet Zlotnik noted that she had interviewed PAC chairs about industry and community needs that could provide more opportunities for BCIT including microcredentials. Students can be looking for up-skilling for the same job, or re-skilling for a different job.

Up-skilling stacks which were outlined were: how to work successfully in the remote environment; how to implement more efficient business practices; how to achieve compliance with new regulations. Re-skilling categories are: value add to current job; lateral shift to new position; specialization for advancement. The microcredentials will need to be uniquely BCIT with an emphasis on "how to" rather than conceptual.

Questions and responses:

- This is a great opportunity for foreign students to be integrated into the Canadian system.
- Someone inquired if these courses could be delivered to a worksite rather than on campus. The delivery could be elsewhere, but this has not been determined yet.
- Many newcomers to Canada are lacking small but key components in their education to be employable. These credentials could meet that need, once the gaps are identified.
- The time frame for ministry funding is March 31st for the initial request from the province as they were looking to microcredentials as part of the recovery plan after COVID. However this is seen as a pilot project which could become an opportunity later.

Education Council endorsed the direction that is being taken as outlined today for the development of microcredentials at BCIT.

4.2 Institutional Report, VP Academic – Tom Roemer

Due to COVID, the timeline on the Strategic Plan has been modified. Three program suspension extensions were recently approved: Graduate Certificate in Business Administration; Graduate Certificate in Building Energy Modelling; Certificate in Network Administration and Security Professional.

4.3 Program Reviews

- a. Program Review – One Year Status Report
 - i. Bachelor of Engineering in Mechanical Engineering, School of Energy
Acting Dean Kacem Habiballah said there were 11 recommendations, and 8 have been delivered already, with delays being attributed to COVID.
- b. Program Review – Final Report
 - i. Diploma in Marine Engineering, School of Transportation
Dean Guy Ellis noted the review was long and thorough with 25 recommendations. The diploma will be restructured to reduce it from five terms to a two-year diploma.
- c. Annual Program Review – Dean Kathy Siedlaczek
The report was submitted to EdCo to provide an annual reporting on the program reviews that have been done over the past academic year. It was received for information.

4.4 Report from Students – Matthew Miller

Matthew reported that the Student Association have reallocated \$130,000 of funds from a Capital Levy Fund for Student Spaces to a Student Emergency Response Benefit. The SA delivered over 100 virtual events this fall for students. Retail services are generally doing well. The online retail experience has been well-received. The Annual General Meeting will be held on Nov. 30 in an online format.

5. Report from Standing Committees

5.1 Programming Committee – Tim Carson

Tim reported that the Programming Committee met on Oct. 28, 2020 and reviewed one submission.

a. Program Proposal:

i. Associate Certificate in Digital Media Foundations, SoB+M

The courses in this associate certificate are drawn from the department's Digital Design and Development (D3) diploma, which has very high demand. The department wishes to expand access to the curriculum from these programs by delivering courses through part-time studies, in shorter credential formats. Also the VP Academic's office recently requested a package of courses related to digital transformation be put together, which can be used by the Indonesia Ministry of Education and Culture.

MOTION: It was moved by Tim Carson and seconded by Steve Perry that the proposal for the Associate Certificate in Digital Media Foundations, be approved. Questions were taken from the floor.

The motion was carried with one abstention.

5.2 Policy Committee – Eric Fry

The Policy Committee met on Nov. 4 and reviewed Policy 4501 Accommodation for Students with Disabilities. The committee recommended the policy and procedure go out for a 30-day public consultation.

Working groups continue to work on the following Policies and procedures:

- 5100 Glossary of BCIT Policy Terms
- 5103 Student Evaluations
- 5403 Course Outlines
- 5900 Educational Technology

5.3 Educational Technology and Learning Design Committee – Oleg Lungu

Oleg noted that the Committee met Oct. 7, 2020. They reviewed and endorsed 5900 Educational Technology Policy and Procedure but are waiting to hear back from the privacy officer before community consultation can be done. They also discussed a report from Educational Technology Services regarding requests they receive from students and faculty, in particular the resources that faculty need to provide quality teaching. At their next meeting, the committee will decide whether Proctorio should continue to be used. This software is American-based with data stored in the USA. Privacy legislation in Canada had been eased for this year, but that will end soon. Software from a Canadian company will be investigated.

A course will be offered on the Guided Tour of the Learning Management System. A checklist will be developed.

A working group meets regularly to discuss the e-learning strategy. One of the key initiatives from this group is a Faculty Fellowship which will begin in January as a pilot program for the SoB, SoCAS, and SoE. Faculty will have a leading role in supporting other faculty for technology needs.

The Learning and Teaching Centre has developed videos of shops and labs for safety training and orientation for trades programs. Another initiative being developed is a learning and teaching forum specifically for trades.

6. New Business

There was no new business.

7. Any Other Business

The Learning and Teaching Centre has been working with MarCom to provide free online learning, with a formal launch in January.

8. Next Meeting Date
Wed. Jan. 27, 2021, 2:30-4:30, Zoom
9. Adjournment
The meeting adjourned at 4:17 p.m.