

Meeting Minutes

Education Council

Date: June 10, 2020

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

Meeting location: SE40, Royal Oak Boardroom

In attendance: Jennifer Figner, Chair; Tim Carson, Vice Chair; Andre Caron; Andrea Matthews; Angie Chan; Bryan Fair; Caroline Scott; Cheryl Cahill; Connor Hofler; James Rout; Kayla Arbez; Ken Zeleschuk; Matthew Miller; Michael Currie; Steve Perry; Tom Roemer

Minute taker: Joanne Schaap

Official Guests: Chris Rogerson; Danielle Landeta-Gauthier (Student Advocacy Office); Dawna Mackay; Oleg Lungu; Todd Odgers

Regrets: Bob Gill; Celeste Dunstan; Eric Fry, Vice Chair; Robyn Lougheed

Chair Jennifer Figner called the meeting to order at 2:30. She asked Dawna Mackay, Registrar, to conduct the election for the position of the Chair of Education Council.

1. Election of Education Council Chair for 2020-2021 – Registrar Dawna Mackay
The Registrar explained the process for conducting the election for the position of Chair of Council. Quorum was confirmed. Dawna noted that the nominating committee brought forward the name of Jennifer Figner for the position of Education Council Chair. Jennifer confirmed her acceptance of the nomination. Dawna called twice for any additional nominations. There were none, and nominations were declared closed. Jennifer was acclaimed as Chair of Education Council for 2020-2021.
2. Election of Education Vice-Chairs for 2020-2021, EdCo Chair Jennifer Figner
As the newly elected Chair, Jennifer conducted the election for the two Vice Chair positions for 2020-2021. Jennifer advised that the nominating committee has named Tim Carson and Eric Fry as nominees for the two positions of Vice Chairs. Tim confirmed his acceptance of the nomination. In Eric's absence, Jennifer was able to confirm his nomination on his behalf. Jennifer called twice for further nominations for the Vice Chair positions; hearing none, nominations were declared closed. Tim Carson and Eric Fry were acclaimed as Vice Chairs of Education Council for 2020-2021.

Each Vice Chair is responsible for assuming the role of Chair for one of the two Standing Committees. Vice Chair assignments for the Standing Committees are as follows:

Chair of Programming: Tim Carson, Faculty, School of Energy

Chair of Policy: Eric Fry, Faculty, School of Transportation

Congratulations were offered to those elected to Council positions.

3. Roundtable of Introductions
A roundtable of introductions was held. New members were welcomed to their first EdCo meeting.
4. Approval of Agenda
MOTION: It was moved by Tim Carson and seconded by Bryan Fair and carried that the agenda be approved.
5. Approval of Education Council Meeting Minutes
MOTION: It was moved by Andrea Matthews and seconded by Steve Perry and carried that the minutes of May 13, 2020 be approved.
6. Business Arising from the Minutes
There was no business arising.

7. Reports

7.1 Report from the Chair – Jennifer Figner

At their meeting on May 26, 2020, the Board of Governors approved the new policy and procedure 5201 Recording in the Classroom, and the request for the proposal for an Associate Certificate in Music Business. The revised policy and procedure 5404 Program Advisory Committees has been approved by the Governance Committee and will go to the BoG with a request for approval at their meeting on June 23. The BoG Audit and Finance Committee agreed to a request to waive the requirement for a business forecast which is submitted with a Notice of Intent; this will apply only for non-degree programs.

7.2 Institutional Report, VP Academic – Tom Roemer

Tom reported that all attention has been focused on academic continuity. Because of the requirement for social distancing, all larger cohorts will be conducted as an online format this fall, while some experiential learning will be held on campus, within provincial health and WorkSafe BC guidelines. Funding has been set aside for e-learning resources to create quality courses. With this repository of online materials, and the changing work force, BCIT has an opportunity to excel. Discussion arose on the requirements for students entering BCIT in the fall, both the equipment and the connectivity. Departments will have to provide a list of what will be required of their students and students will be informed of the minimum set of what is needed. BCIT will assist students when possible.

a. Open Multidisciplinary Studies

Given the current Covid-19 crisis, should BCIT make any adjustments to the educational model for the future? Reflecting on this within a couple of recent contexts, some conclusions are that the crisis has not brought forward radically new behaviours and values but has accelerated and aggravated existing trends. Tom provided a review of the BCIT workforce development and their trends and values. Modern work environments are evolving faster, and new technologies see faster adoption. To accommodate these changes, BCIT is developing a multidisciplinary credential in which students can create a custom-made education, with emphasis on experiential learning. Comments were taken from Council.

7.3 Program Reviews

a. One Year Status Report

- i. Diploma in Electroneurophysiology, School of Health Sciences, Craig Larsen on behalf of Dean Lisa Chu
Twelve recommendations were brought forward. The program will bring this back as a request for a major change.
- ii. Bachelor of Technology in Construction Management, School of Construction and the Environment, Dean Wayne Hand
The program has done further work since the document was submitted, resulting in nearly all the recommendations being completed. Program goals and course outlines, which were set in 2000, were updated.

7.4 Report from Students – Matthew Miller

At the request of the Advocacy Department, Matthew brought forward concerns from students during this pandemic, namely the lack of information provided to them, and the expectation that they will be paying the same tuition even though they are taking classes online. Danielle Landeta-Gauthier of the Student Advocacy Office suggested students be informed of how their tuition money is used by the institute. EdCo requested that the SA provide more specific feedback from the students on what they perceive to be the case that the quality of their program is lower online than it would be in the classroom. Danielle will follow up on this.

The Student Association have built a COVID-19 Info Hub to provide information for students. U-Passes refunds have been received and distributed. The new members of the SA Executive have transitioned into their new positions. The plan to re-open the childcare centre was recently approved. An application has been submitted to expand the childcare centre before the fall deadline, with government funding. The SA is also looking at reopening their retail services. Online services are ongoing.

8. Report from Standing Committees

8.1 Programming Committee – Tim Carson

Tim reported that the Programming committee met on May 27, 2020 and reviewed two submissions. Tim provided an overview of each of the following submissions:

a. Major Curriculum Change:

i. Associate Certificate in Food Safety, SoHS

Currently the requirement is for 25.5 credits for this program, and the key change is to reduce it to 15.5 credits.

MOTION: It was moved by Tim Carson and seconded by James Rout that the proposal for a major curriculum change for the Associate Certificate in Food Safety be approved. Questions were taken from the floor.

The motion was carried.

ii. Certificate in Technical Web Designer, SOCAS

Currently the program requires 40 credits. To be in alignment with Policy 5401-PR1 Credentialing of Programs, the proposed changes seek to increase the credits to 50.

MOTION: It was moved by Tim Carson and seconded by Steve Perry that the proposal for a major curriculum change for the Certificate in Technical Web Designer, and a name change to Certificate in Front-End Web Developer be approved. Questions were taken from the floor.

The motion was carried.

8.2 Policy Committee – Michael Currie on behalf of Eric Fry

Over the past year, the Policy Committee welcomed BCIT Policy Advisor Ryan McCallion who strove to align our policy development and update processes with Policy 1000 and the College and Institute Act. The Committee is updating the Notice of Change Form, and producing a document to track changes made to a policy with a Policy Development Report to improve the accountability and clarity of our internal policy development and updating processes.

During the past academic year, the following policies were recommended to the BoG:

- 5201 Recording in the Classroom
- 5404 Program Advisory Committee

Working groups are updating these policies:

- 4501 Accommodation for Students with Disabilities
- 5100 Glossary of BCIT Policy Terms
- 5103 Evaluation Policy
- 5403 Course Outlines
- Education Technology – new policy being developed

8.3 Educational Technology and Learning Design Committee

a. Use of Educational Technology Policy – Oleg Lundu

Oleg reported that there have been many requests for educational technology during this pandemic. The Learning and Teaching Centre is focusing on the fall courses, with a variety of resources and workshops. Bryan noted that the Educational Technology policy and procedure have been drafted and stakeholders are being consulted for their input. The Committee hopes to have it ready for the Policy Committee by September, followed by a 30-day community consultation, and bring it to Education Council in November.

b. Request for Endorsement of Turnitin Pilot Project

Bryan brought forward a request for endorsement of Turnitin, which is an authenticity validation system. This application can be implemented now due to the recently eased provincial privacy laws. This is meant as a tool

which students and faculty can use to serve the needs of everyone, as an opportunity for students to learn and improve their educational outcomes. It was fully endorsed by Education Council. Jennifer asked for a report on the pilot from ETLDC at the end of this year.

Bryan noted that the Thought Exchange survey was just completed to gather data on remote delivery learnings from the past two months. There were over 500 responses, with some very good ideas being brought forward. He is currently compiling the information.

9. New Business

91. Request for Exemption from Policy 5103, Student Evaluation, Associate Certificate in Food Safety, SoHS
This program has short courses offered over two consecutive days. Traditionally the evaluation component comprised of one exam worth 100%, but when two exams (at 50% per exam) were implemented, students reported significant stress and concern over studying for two exams, one of those exams being at the end of the first day with no opportunity to significantly reflect on the material. The program area will set up some activities by which students will receive some marks for completing several tasks which will be weighted at 20% and the final exam on the second day will be weighted at 80%. They request an exemption from Policy 5103 – Student Evaluation.

MOTION:

It was moved by Jennifer Figner and seconded by Bryan Fair that Education Council approve the request from the program Associate Certificate in Food Safety for exemption from Policy 5103 – Student Evaluation.

The motion was carried.

10. Any Other Business

There was no other business.

11. Next Meeting Date

Wed. Sept. 23, 2020, 2:30-4:30, Royal Oak Boardroom or Zoom

12. Adjournment

The meeting adjourned at 4:35.