

Meeting Minutes

Education Council

Date: Sept. 23, 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; Andrea Matthews; Angie Chan; Bob Gill; Bryan Fair; Caroline Scott; Celeste Dunstan; Cheryl Cahill; Connor Hofler; James Rout; Kayla Arbez; Ken Zeleschuk; Mathew Miller; Michael Currie; Steve Perry; Tom Roemer

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

Minute taker: Joanne Schaap

Regrets:

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

1. Approval of Agenda
MOTION: It was moved by Tim Carson and seconded by Bryan Fair and carried that the agenda be approved, with Item 6.2 Request for Exemption from Policy 5103 Student Evaluation for Master of Engineering in SGST being moved to follow Item 5.1.b, the request to approve this program proposal.
2. Approval of Education Council Meeting Minutes
MOTION: It was moved by Bob Gill and seconded by Bryan Fair and carried that the Minutes of June 10, 2020 be approved.
3. Business Arising from the Minutes
None.
4. Reports
4.1 Report from the Chair – Jennifer Figner
Two by-elections are underway to fill seats on Education Council for the FSA School of Business & Media, and one student representative. In addition to elected members, there are Official Guests at EdCo as per our Bylaws. These guests are non-voting, but they represent key areas which are of interest to Council. New representatives for two of those positions will be joining EdCo on a temporary basis, namely Michael Mandrusiak for Student Success and Danielle Landeta-Gauthier for Student Advocacy. Permanent replacements are being sought.

The committees of the Board of Governors met on Sept. 22, 2020. There were no EdCo items for these meetings.

4.2 Institutional Report, VP Academic – Tom Roemer

The Audit and Finance Committee reviewed the Master of Engineering in Smart Grid Systems and Technologies business plan and gave their consent to move forward with it. The province is very interested in micro-credentials to allow people to take courses in a single skill set. It is part of their economic recovery plan. BCIT has been named as one of the post-secondaries to develop these credentials.

- a. Program Cancellation – Construction Craft Worker Apprenticeship, SOCE
The apprenticeship was approved to be offered at BCIT in January 2015, but due to low enrolment, a class has not been run. Since it is not a credentialed program, it does not require the full process outlined in policy 5405. Rather, approval to cancel rests with the VP Academic Office. The notice of cancellation has been brought forward to Education Council for information.

4.3 Program Reviews

- a. One Year Status Report
 - i. Bachelor of Science in Ecological Restoration, SOCE
Brett Favaro noted that many of the 12 recommendations have been completed, and progress in implementing some of them will take until Sept. 2021, due to the need to focus on modifying program delivery this spring because of COVID 19. They will be revising their curriculum and improve their program marketing.
- b. Final Reports
 - i. Diploma in International Business Management, SOBM
Dean Leelah Dawson noted that they have identified 17 recommendations. This will include a major program revision, updating the program goals and changing the name.
 - ii. Bachelor of Technology in Electronics, SOE
Kacem Habiballah, acting Dean, said they are exploring different electives and considering the feasibility of adding more electives and more online content.
 - iii. Bachelor of Science in Nursing, Specialty Nursing, SOHS
Dean Lisa Chu said that new program goals will be established, and several other changes will be made. They will replace a communications course with Intercultural Communication Competency and Diversity Awareness for Professionals.
 - iv. Bachelor of Science in Biotechnology, Honours, SOHS
Dean Lisa Chu explained that this program is a joint initiative with UBC. The review was done in collaboration with them. The program is adjusting keep up with changing demands in healthcare by incorporating more bioinformatics/computer science/data analytics.

Kathy Siedlaczek, Dean of Academic Planning and Quality Assurance, noted that all the site visits for these final reports were done virtually through Zoom and seem to have been well received by all participants.

4.4 Report from Students – Matthew Miller

Matthew Miller noted the Student Association is in the process of hiring a new Executive Director. The SA has completed negotiations with Translink regarding the U-Pass, culminating in an agreement that was reached at the end of August. Retail services have been reduced due to COVID. Executive Board training has been done. A new SA website has been launched. The President and VP External have been working with the Advocacy office to help students have access to study spaces on campus.

5. Report from Standing Committees

5.1 Programming Committee – Tim Carson

Tim reported that the Programming Committee met on Sept. 9, 2020. Andre Caron was voted in as Vice Chair. Tim provided an overview of each of the following submissions which were reviewed:

- a. Notice of Intent:

Associate Certificate in Fundamentals of Water and Wastewater Operations, SOCE

The primary need that the program will meet is a shortage in qualified operators in water and wastewater treatment facilities in BC's Lower Mainland and Vancouver Island. These operators play a key role in safeguarding public health, the environment, and the investment in facilities by conducting service and maintenance activities that ensure the systems operate efficiently and according to relevant standards. There was no feedback from EdCo. The proposal was taken for information.

b. Program Proposals:

i. Master of Engineering in Smart Grid Systems and Technologies

The proposed program aims to equip students with the competencies required to research, plan, design, implement, maintain, commission, and operate SGST. They will obtain a thorough understanding of the latest technologies, applications, and practices used by industry as utilities modernize their assets, processes, and organizational structures.

MOTION: It was moved by Tim Carson and seconded by Bob Gill that the proposal for a Master of Engineering in Smart Grid Systems and Technologies be approved. Questions were taken from the floor.

- Tom noted that in keeping with the vision of the Education Plan, it is their hope that each school will offer a Master's level program, eligible for research funding.
- Electives will be driven by industry needs and developed as needed.
- The program is not focusing on one discipline; it is multi-disciplinary. Extensive bench-marking was done in selecting this name to reflect this.

The motion was carried.

5.2 Policy Committee – Eric Fry

Eric advised that the Committee will meet next week. Working groups met over the summer to develop policies and procedures. This year they will be addressing these policies:

- 4501 Accommodation for Students with Disabilities
- 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

The committee has not met since the end of June but a working group has been developing the Educational Technology policy through a consultative process.

6. New Business

6.1 Revised Templates for Program Change, Program Development and Program Review

Carol Friedrich-Fong spoke to the template revisions to program development, change and review done by Academic Planning and Quality Assurance (APQA) in particular the self-study report and the associated documents. They had two goals in mind when making these revisions: to improve clarity and streamlining; and to better align with the strategic plan. The revised templates are on the APQA website and should be used by anyone submitting templates in the new year.

6.2 Request for Exemption from Policy 5103 Student Evaluation for Master of Engineering in SGST

Given the fast-paced nature of technology in the field of smart grids, it is imperative that students finish the program in a reasonable time frame, to ensure that their knowledge and technical skills upon graduation are based on current industry standards and practice. Students and employers will be best served with a five-year time limit to complete this program, rather than 7 as stated in Policy 5103, to ensure currency.

MOTION:

It was moved by Jennifer Figner and seconded by Bob Gill that Education Council approve the request from the program Master of Engineering in Smart Grid Systems and Technologies for exemption from Policy 5103 – Student Evaluation.

The motion was carried.

7. Any Other Business

None.

8. Next Meeting Date
Wed. Nov. 25, 2020, 2:30-4:30, ZOOM
9. Adjournment
The meeting adjourned at 4:00 p.m.