

Meeting Minutes

Education Council

Date: June 9, 2021

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

Meeting location: SE40, Royal Oak Boardroom

In attendance: Jennifer Figner, Chair; Cheryl Cahill, Vice Chair; Eric Fry, Vice Chair; Andrea Matthews; Angie Chan; Bryan Fair; James Rout; Kirksal Icoz; Lyle Reid; Manpreet Grewal; Michael Currie; Ramin Shadmehr; Stephen McMillan; Steve Perry; Tanya Fuchs; Tom Roemer; Tyler Greenwood

Official Guests: Danielle Landeta-Gauthier; Laura Vail; Tim Carson; Todd Odgers

Minute taker: Joanne Schaap

Regrets: Andre Caron; Celeste Dunstan; Dawna Mackay; Kimberly Dann;

Chair Jennifer Figner called the meeting to order at 2:30. She asked the Associate Registrar Deborah Crawford to conduct the election for the position of the Chair of Education Council.

1. Election of Education Council Chair for 2021-2022 – Assistant Registrar Deborah Crawford
On behalf of the Registrar's Office, Deborah Crawford explained the process for conducting the election for the position of Chair of Council. Quorum was confirmed. Deborah noted that the nominating committee brought forward the name of Jennifer Figner for the position of EdCo Chair. Jennifer confirmed her acceptance of the nomination. Deborah called twice for any additional nominations. There were none, and nominations were declared closed. Jennifer was acclaimed as Chair of Education Council for 2021-2022.
2. Election of Education Vice-Chairs for 2021-2022, EdCo Chair Jennifer Figner
As the newly elected Chair, Jennifer conducted the election for the two Vice Chair positions for 2021-2022. Jennifer advised that the nominating committee have named Cheryl Cahill and Eric Fry as nominees for the two positions of Vice Chairs. Cheryl and Eric confirmed their acceptances of the nominations. Jennifer called twice for further nominations for the Vice Chair positions; hearing none, nominations were declared closed. Cheryl and Eric were acclaimed as Vice Chairs of Education Council for 2021-2022.

Each Vice Chair is responsible for assuming the role of Chair for one of the two Standing Committees. Because the composition of the Programming Committee is restricted to faculty, the Chair must also be a faculty member. Vice Chair assignments for the Standing Committees are as follows:

Chair of Programming: Cheryl Cahill, Faculty, School of Transportation

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

Congratulations were offered to those elected to Council positions.

3. Approval of Agenda
MOTION: It was moved by Michael Currie and seconded by Bryan Fair and carried that the agenda be approved. The motion was carried.
4. Approval of Education Council Meeting Minutes
MOTION: It was moved by Cheryl Cahill and seconded by Angie Chan and carried that the Minutes of May 12, 2021 be approved. The motion was carried.
5. Business Arising from the Minutes
None
6. Roundtable of Introductions
Introductions were done and new members were welcomed to their first EdCo meeting.

7. Reports

7.1 Report from the Chair – Jennifer Figner

Jennifer reported that an orientation session was recently conducted for the new council members. Buddies will be assigned to help mentor them through the first few meetings. At the May 26, 2021 meeting, the Board of Governors approved the six program proposals brought forward by Education Council. At the next meeting the Board will have elections for their chair and vice-chair.

7.2 Institutional Report, VP Academic – Tom Roemer

Tom noted that with the onset of the pandemic, students were looking for a more responsive type of learning and combining elements from their skill sets, which led BCIT to develop enhanced and flexible learning. An agile learning framework was established, which will be led by an associate dean.

a. Program Cancellation

i. Industry Partnership Certificate in Railway Conductor

This industry partnership certificate program is being replaced by an Associate Certificate in Railway Conductor and Operations and the cancellation has been approved by the VP Academic. This was received for information only.

ii. Associate Certificate in E-Commerce

This program had low enrolment so is being canceled. The VP Academic noted the impact on faculty is minimal, and a teach-out plan is in place. 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.

MOTION:

It was moved by Eric Fry and seconded by Michael Currie that Education Council advises the Board of Governors that the recommendation to cancel the Associate Certificate in E-Commerce was carried out in accordance with the requirements of Policy 5405.

The motion was carried.

7.3 Program Reviews

a. Annual Listing of Program Reviews Report 2020-21 – Kathy Siedlaczek

Kathy, as Dean of the Academic Planning and Quality Assurance, introduced the APQA members and provided a brief outline of the team's role. The list outlines the programs which have submitted reports over the past year. A list is published annually for accountability to Education Council.

7.4 Report from Students – Tanya Fuchs

Tanya had to leave the meeting early. The student association report was included in the package.

8. Report from Standing Committees

8.1 Programming Committee – Cheryl Cahill

Cheryl reported that the Programming committee met on May 26, 2021 and reviewed one submission.

a. Notice of Intent:

i. Master of Science in Applied Computing. SoCAS

This Notice of Intent was brought forward in response to demand for talent in highly specialized areas such as Artificial Intelligence, Data Science, and Cybersecurity.

MOTION: It was moved by Cheryl Cahill and seconded by Steve Perry that the proposal for a Notice of Intent for the Master of Science in Applied Computing be approved. Questions were taken from the floor.

The motion was carried.

8.2 Policy Committee – Eric Fry

Eric advised that the Committee met on May 19 and received updates on several policies from working groups:

- 5505 Emeritus Faculty Policy. This newly developed policy is undergoing community consultation until July 7.
- 5403 Course Outlines and Course Names completed a 30-day consultation on May 19th. The working group is reviewing feedback and finalizing the proposal.
- 5103 Student Evaluation. A draft proposal is being assembled.
- 5012 Assigning of Credits to Courses. A working group had their initial meeting last week.
- 5101 Student Regulations. The working group is in the initial process of data gathering and proposal development.
- Glossary of Education Policy Terms. This will come forward to the next Policy Committee meeting in September.
- 5102 Student Code of Conduct (non-academic) and 5104 Student Code of Academic Integrity will get some updating to improve function and process.

8.3 Educational Technology and Learning Design Committee – Tim Carson

The Committee met on May 5. A recent survey was done by ETLDC on Dialogues in Teaching and Learning to gather feedback from faculty. The results will be shared out in the fall.

9. New Business

9.1 Grant Funding Opportunities – Sarah Bainbridge

Sarah, as Lead of Educational Grants, outlined the types of services that she provides for funding opportunities, and grant proposals and applications.

9.2 Credential Framework – Kathy Siedlaczek

Kathy introduced the credential framework. BCIT offers a range from certificates to masters. This package was reviewed in 2011 and at that time, it was scaled down from 25 credentials to 11. BCIT's model is such that credential requirements tend to be higher than other post-secondaries for similar credentials. Kathy asked for initial thoughts and interest in having a fuller discussion to see if the credential framework has what it needs to support the direction of BCIT. Comments included:

- Credit calculation needs to be reviewed
- Investigate what other post secondaries do. Bench marking is important.

Any further ideas can be sent to Kathy.

10. Any Other Business

There was no other business.

11. Next Meeting Date

Wed. Sept. 22, 2021, 2:30-4:30, Royal Oak Boardroom

12. Adjournment

The meeting adjourned at 4:00 p.m.