

Meeting Minutes

Education Council

Date: Sept.22, 2021

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

Meeting location: SE40, Royal Oak Boardroom for Council members and Deans; Program Champions joined via Zoom

In attendance: Jennifer Figner, Chair; Cheryl Cahill, Vice Chair; Eric Fry, Vice Chair; Andre Caron; Andrea Matthews; Angie Chan; Celeste Dunstan; James Rout; Kimberly Dann; 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; Dawna Mackay; Laura Vail; 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 Steve Perry and seconded by Cheryl Cahill and carried that the agenda be approved. The motion was carried.
2. Approval of Education Council Meeting Minutes
MOTION: It was moved by James Rout and seconded by Eric Fry and carried that the Minutes of June 9, 2021 be approved. The motion was carried.
3. Business Arising from the Minutes
None
4. Reports
 - 4.1 Report from the Chair – Jennifer Figner
Jim Leader, a recently hired manager for Academic Planning and Quality Assurance, was welcomed. Jennifer noted that at the June Board of Governors meeting, Dan Reader, was acclaimed as the new chair. The newest Council members have been paired up with experienced members and these mentors were thanked.

A by-election is underway for three seats:
By-elections are underway for three positions: GEU Faculty SOT; FSA Faculty SoCE; and GEU Support Staff.
 - 4.2 Institutional Report, VP Academic – Tom Roemer
 - a. VP Academic Report
BCIT was informed last week that the Master of Engineering in Smart Grid Systems Technology was approved by the Minister of Advanced Education and Skills Training. The program hopes to start offering courses in Jan. 2022.

Further work is being on the microcredential strategy, with a question as to whether BCIT should pursue using the terminology of “micro-certificates”. This will go out for further discussion and Tom will bring it back to the next meeting.
 - b. Program Cancellation
 - i. Associate Certificate in Construction Supervision
This program recently went through a major change to update the program to a certificate credential. The change was approved by Education Council in May and implemented in September 2021.

MOTION:

It was moved by James Rout and seconded by Celeste Dunstan that Education Council advises the Board of Governors that the recommendation to cancel the Associate Certificate in Construction Supervision was carried out in accordance with the requirements of Policy 5405.

The motion was carried with one abstention.

4.3 Program Reviews

a. One-Year Status Reports

- i. Bachelor of Science in Biotechnology, Honours
Dean Lisa Chu noted that of the 11 recommendations which were made, three are still in progress but the rest have been completed.
- ii. Bachelor of Science in Nursing – Specialty Nursing
Dean Lisa Chu noted that there were seven recommendations and they are all completed or ongoing.
- iii. Bachelor of Technology in Electronics
Dean Andrea Frisque reported that 10 recommendations were brought forward. Most of them are complete and ongoing, and one is still in progress.
- iv. Diploma in Global Trade & Transportation Management
Acting Dean Kevin Wainwright explained that 17 recommendations were made. A few are still in progress, but the majority have been completed.

4.4 Report from Students – Tanya Fuchs

Vaccine verification has been implemented at the pub. A by-election is underway for one seat. The Student Association helped with campus tours and way-finding for Kick Start 2021, and hosted a Clubs day. Workshops were held over the summer focusing on career services.

5. Report from Standing Committees

5.1 Programming Committee – Cheryl Cahill

Cheryl reported that the Programming Committee met on Sept. 8, 2021. Andre Caron was elected as vice chair and appointed members were renewed. Eleven submissions were reviewed. Cheryl and Andre presented the following proposals:

a. Notice of Intent:

- i. Diploma in Magnetic Resonance Imaging, SoHS
This proposed Diploma in Magnetic Resonance Imaging will be unique to the province of British Columbia. Presently, there is no opportunity for those interested in becoming MRI technologists to do so without first graduating from one of the other medical imaging professions. The proposal was taken for information.
- ii. Advanced Certificate in Digital Health, SoHS
The proposed credential will be designed for post-diploma and baccalaureate students in healthcare who are interested in expanding their knowledge, skills, and competencies toward the application of digital health/health informatics in the health-care environment. The primary audience for this advanced certificate are health-care clinicians interested in health informatics and the impact of technology on health care. The proposal was taken for information.
- iii. Certificate in Marine Mechanical Technician Foundation, SoT
The primary reason for this Marine Mechanical Technician Foundation (MMTF) skills program

is to supply the labour market with technicians who have the skills to fill the current vacant positions and those estimated to open in the near future through retirement and industry growth. The proposal was taken for information.

b. Proposals

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

The program builds upon an existing statement of completion, which will be cancelled when this proposed program is approved. This proposed associate certificate is composed entirely of existing courses that are currently offered in part-time studies and is being brought forward due to an increase in the demand for PTS digital marketing courses.

MOTION:

It was moved by Andre Caron and seconded by Celeste Dunstan that the proposal for the Associate Certificate in Digital Marketing Foundations be approved. Questions were taken from the floor.

The motion was carried.

ii. Associate Certificate in Digital Marketing Strategy, SoB+M

The program builds upon an existing statement of completion, which will be cancelled when this proposed program is approved. At 27 credits, this associate certificate will meet the need for international students to declare a program as part of their student visa application. It will provide a stepping stone for many part-time students, both domestic and international, who are looking for current applied digital marketing courses.

MOTION:

It was moved by Andre Caron and seconded by Ramin Shadmehr that the proposal for the Associate Certificate in Digital Marketing Strategy be approved. Questions were taken from the floor.

The motion was carried.

iii. Associate Certificate in Global Business Studies, SoB+M

The program is being proposed to meet the need for study-abroad opportunities to develop intercultural competencies and perspectives to navigate the global economy. No other institution currently offers an open-enrolment short-term business program with an international experience component at the undergraduate level.

MOTION:

It was moved by Cheryl Cahill and seconded by James Rout that the proposal for the Associate Certificate in Global Business Studies be approved. Questions were taken from the floor.

The motion was carried.

c. Major Changes

i. Diploma in Electroneurophysiology, SoHS

The program proposes a newly designed program map and clinical placement, new program goals, and new and revised courses that take into account the new admissions criteria, and the first term moving from fall (15 weeks) to winter/spring (20 weeks) while keeping students onsite for only one calendar year to facilitate an annual intake that could optimize the smaller work space in the new SoHS building.

MOTION:

It was moved by Andre Caron and seconded by Michael Currie that the proposal for the major curriculum change to the Diploma in Electroneurophysiology be approved. Questions were taken from the floor.

The motion was carried.

- ii. Diploma in Medical Radiography, SoHS
The primary goals of the program change are to address stakeholder feedback and implement the revisions of the competency profile of the Canadian Association of Medical Radiation Technologists. The yearly intake will be changed from September to January.

MOTION:

It was moved by Andre Caron and seconded by Eric Fry that the proposal for the major curriculum change to the Diploma in Medical Radiography be approved. Questions were taken from the floor.

The motion was carried.

- iii. Diploma in Aircraft Maintenance Engineer Category 'M', SoT
The program curriculum is determined by Transport Canada and cannot be changed, but the area would like to restructure the program into a term structure that better aligns with the BCIT standard for diploma programs and that grants students breaks between terms, and set up two streams giving students a choice for an accelerated or regular timeframe.

MOTION:

It was moved by Cheryl Cahill and seconded by Steve Perry that the proposal for the major curriculum change to the Diploma in Aircraft Maintenance Engineer Category 'M' be approved. Questions were taken from the floor.

The motion was carried.

- iv. Certificate in Occupational Health and Safety, SoHS
BCIT's current Occupational Health & Safety Certificate is 45 credits. This no longer meets the requirements of the Canadian Registered Safety Professionals; however, it far exceeds the educational requirements of the Canadian Registered Safety Technician. The program proposal will align BCIT's OHS credentials with the new and revised certifications.

MOTION:

It was moved by Cheryl Cahill and seconded by Steve Perry that the proposal for the major curriculum change to the Certificate in Occupational Health and Safety and name change to Certificate in Advanced Safety Management be approved. Questions were taken from the floor.

The motion was carried.

- v. Diploma in Marketing Management – Real Estate, SoB+M
The Marketing Department is proposing to add an option in Professional Real Estate to the Diploma in Marketing Management as a second-year option.

MOTION:

It was moved by Cheryl Cahill and seconded by Steve Perry that the proposal for the major curriculum change to the Diploma in Marketing Management – Real Estate be approved. Questions were taken from the floor.

The motion was carried.

5.2 Policy Committee – Eric Fry

At Sept. 8, 2021 meeting, Michael Currie was elected as vice chair, and the appointed members were reappointed for another year. A number of working groups continue to review policies for:

- 5101 Student Regulations
- 5012 Assigning Credits to Courses

- 5102 Student Code of Conduct

On behalf of the Policy Committee, Eric brought forward two proposals:

- a. 5403 Course Outlines and Course Names
This policy has gone through extensive review over several years, and a 30-day community consultation.

MOTION:

It was moved by Eric Fry and seconded by Michael Currie that the Policy Committee requests Education Council to recommend to the Board of Governors the approval of:

- Policy 5403 Course Outlines and Course Names
- Procedure 5403-PR1 Syllabus and Course Development, Change and Archiving
- Procedure 5403-PR2 Course Names

The motion was carried.

- b. 5505 Emeritus Faculty
This newly created policy was made to recognize distinguished faculty for their contributions. It has gone through a 30-day community consultation.

MOTION:

It was moved by Eric Fry and seconded by Kirksal Icoz by that the Policy Committee requests Education Council to recommend to the Board of Governors the approval of Policy 5500 Emeritus Faculty and nomination form.

The motion was carried.

5.3 Educational Technology and Learning Design Committee – James Rout, Acting Chair

The Committee continues to develop initiatives under the Polytechnic Academy. A meeting was held in June to focus on return-to-class teaching using face-to-face and video simultaneously. Collaboration tools are being explored, such as Slack and Kaltura. A software named ReadSpeaker is being piloted, which was needed to meet the requirements from BC Accessibility legislation. The committee has some vacancies, and is looking for a new student representative to join.

6. New Business
There was no new business.
7. Any Other Business
There was no other business.
8. Next Meeting Date
Wed. Nov. 17, 2021, 2:30-4:30, Royal Oak Boardroom
9. Adjournment
The meeting adjourned at 4:05 p.m.