

Meeting Minutes

Education Council

Date: Mar. 9, 2022

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; Gigi Machtaler; James Rout; Kirksal Icoz; Manpreet Grewal; Michael Currie; Scott Paterson; Stephen McMillan; Shawna Waberi; Tanya Fuchs; Tyler Greenwood

Official Guests: Danielle Landeta-Gauthier; Dawna Mackay; Erika Ram; Laura Vail; Todd Odgers

Minute taker: Joanne Schaap

Regrets: Andre Caron; Celeste Dunstan; Lyle Reid; Tom Roemer;

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

1. Approval of Agenda
MOTION: It was moved by Michael Currie and seconded by Eric Fry and carried that the agenda be approved. The motion was carried.
2. Approval of Education Council Meeting Minutes
MOTION: It was moved by Kirksal Icoz and seconded by Tanya Fuchs and carried that the Minutes of Jan. 26, 2022 be approved. The motion was carried.
3. Business Arising from the Minutes
None
4. Reports
4.1 Report from the Chair – Jennifer Figner
At the Feb. 24, 2022 meeting, the Board of Governors approved the requests for:
 - Cancellation 5100 Glossary of Educational Policy Terms and related procedure
 - Proposal for Certificate in Marine Mechanical Technician Foundation
 - Proposal for Diploma in Magnetic Resonance Imaging
 - Cancellation of five international affiliate programs

Elections are underway and nominations were closed on Feb. 28. All seats for Education Council were acclaimed, so no voting is needed.

On May 26, 2022 there will be a year-end luncheon to thank council members from this year and the previous two years for their work.

This is Dawna Mackay's last EdCo meeting since she is retiring at the end of the month. She was thanked for her years of work. Dawna expressed her gratitude for being able to sit on EdCo.

Bryan Fair was introduced and welcomed to give a presentation on EVolution '22, which will be an open house event featuring all aspects of electric vehicles, zero emission vehicles and hybrids on June 12, 2022 at the Burnaby campus. With the help of Sarah Bainbridge (Lead, Education Grants) 16 sponsors have already been obtained. This will be the largest and highest profile event ever hosted by BCIT.

4.2 Institutional Report, VP Academic – Jennifer on behalf of Tom Roemer

- a. Program Cancellation: Bachelor of Science in Food Technology and Operations Management
The program has experienced low enrolment and interest; therefore the School of Health Sciences recommend its cancellation. 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 Jennifer Figner and seconded by Shawna Waberi that Education Council advises the Board of Governors that the recommendation to cancel the Bachelor of Science in Food Technology was carried out in accordance with the requirements of Policy 5405.

The motion was carried.

4.3 Program Reviews

- a. Final Reports
 - i. Bachelor of Science in Nursing, SoHS
Dean Lisa Chu noted there were five recommendations which were based on the Canadian Association of Schools of Nursing accreditation and the findings from the program review Self-Study. They include ongoing plans to develop evaluation processes and efficacy of labs.
- b. One Year Status Reports
 - i. Diploma in Nuclear Medicine, SoHS
Dean Lisa Chu reported that as the result of a program review, a curriculum review was conducted and program goals developed. New marketing strategies are being developed.
 - ii. Bachelor of Business Administration, SoB+M
Associate Dean Caroline Depatie, on behalf of Dean Kenton Low, indicated that as a result of the recommendations, a major change to the curriculum has been completed. Some of the other goals are still in progress.
 - iii. Diploma in Aircraft Maintenance Engineer Category “M” SoT
Acting Dean Steve Perry said that a major change to the program was completed and implementation began in Sept. 2021. They are also exploring the creation of a new advanced diploma program in avionics.
 - iv. Master in Building Science, SoCE
Fitsum Tariku, on behalf of Dean Wayne Hand, informed Council that of the 20 recommendations that were made, most have been completed. A major change last year resulted in a new course-based pathway and some curriculum changes.

4.4 Report from Students – Tanya Fuchs

Tanya reported that in-person events are increasing. Food and retail sales have also increased. Elections are underway and all positions have at least one nomination.

5. Report from Standing Committees

5.1 Programming Committee – Cheryl Cahill

Cheryl reported that the Programming Committee met on Feb. 23, 2022 and reviewed six submissions.

- a. Notice of Intent:
 - i. Advanced Certificate in Sustainable Business
This Notice of Intent was brought forward in response to market demand for working professionals to obtain the skills needed for sustainable business through a short credential. This was taken for information.

b. Proposals

- i. Associate Certificate in Construction of Mass Timber Structures, SoCE
This program seeks to fill a training gap for the mass timber sector, and attempts to do so by introducing specialized courses in mass timber construction.

MOTION:

It was moved by Cheryl Cahill and seconded by Eric Fry that the proposal for the Associate Certificate in Construction of Mass Timber Structure be recommended to the Board of Governors for approval. Questions were taken from the floor.

The motion was carried.

- ii. Advanced Certificate in Building Energy Modelling and Performance Analysis, SoCE
As standards have shifted toward more sustainable development in the building sector, there is increased demand for building energy modellers. Most training in BC is either a workshop format or single course. Therefore, this program is expected to be in great demand.

MOTION:

It was moved by Cheryl Cahill and seconded by Kirksal Icoz that the proposal for the Advanced Certificate in Building Energy Modelling and Performance Analysis be recommended to the Board of Governors for approval.

It was noted that Section 1.3, 3rd paragraph, the sentence regarding the credit count for full time students should be clarified.

The motion was carried.

c. Major Change

- i. Industry Partnership Certificate in Technology Support Professional, SoCAS
TSP program provides students with the most up-to-date technology and the business and professional skills required for tech support jobs. It is a 10-month full-time program which began in 1999 and is in need of updating.

MOTION:

It was moved by Cheryl Cahill and seconded by Shawna Waberi that the proposal for a major change and credential change from BCIT/Industry Partnership Certificate in Technology Support Professional to Certificate in Technology Support Professional be approved.

The motion was carried.

- ii. Diploma in 3D Modelling, Art and Animation, SoB+M
This request for a major change is coming forward to ensure the curriculum is up to date, to reflect the goals of the program, and to 'future proof' the courses in the program.

MOTION:

It was moved by Cheryl Cahill and seconded by James Rout that the proposal for the major change to the Diploma in 3D Modelling, Art and Animation be approved. Questions were taken from the floor.

The motion was carried.

- iii. Diploma in Digital Design and Development, SoB+M
The main intent of the proposed changes is to align the program more closely with the demands and standards of the tech industry.

MOTION:

It was moved by Cheryl Cahill and seconded by Eric Fry that the proposal for the major

change to the Diploma in Digital Design and Development be approved. Questions were taken from the floor.

The motion was carried.

5.2 Policy Committee – Eric Fry

Eric reported that the Policy Committee met on Feb. 16, 2022. Laura Vail facilitated a discussion on the revised Policy 5101 Student Regulations, which covers regulations for attendance, uniforms and ownership of works produced by students. This policy is being revised to deal only with attendance. There is ongoing work on 5102 Assigning of Credits to Courses; 5102 Student Code of Conduct; 5104 Student Code of Academic Integrity; and 5103 Student Evaluation.

The BoG cancelled 5100 Glossary of Educational Terms. Faculty have been asking how to proceed without the associated forms so Eric will address this at the next Associate Dean Forum meeting.

5.3 Educational Technology and Learning Design Committee – Erika Ram

The Committee met on Feb. 3, 2022. Kaltura (video capture) will be fully rolled out in April. Read Speaker (converts text to speech) is being widely used now and is in all courses of the Learning Hub. A working group is looking at collaborative learning and tools.

6. New Business

6.1 Academic Planning and Quality Assurance Streamlining Initiatives

APQA Dean Kathy Siedlaczek, manager Carol Friedrich Fong and manager Jonathan Chiu gave a presentation on the streamlining recommendations for program development, review and renewal. There is a high volume of initiatives coming forward in this area, so APQA is looking for streamlining opportunities to simplify the process but maintain quality. Council had this feedback:

- Program teams need to keep timelines in mind for implementation
- Provocative consultation is needed for program changes that will impact work load
- The employee Learning Hub should be considered for resources/library

Council gave their endorsement for moving forward on this initiative.

6.2 Request for Exemption from Policy 5103 Student Evaluation for Advanced Certificate in Magnetic Resonance Imaging

This request is coming forward for an exemption from Policy 5103 Student Evaluation section 5103.5 Time to Complete a Credential, which allows for seven years to complete a credential. Since this advanced certificate is just six theory courses and 18 credits, the default limit of seven years is too long, particularly given the rapidly changing technology in the industry. The program is asking for a 3-year time limit.

MOTION:

It was moved by Jennifer Figner and seconded by Gigi Machtaler that Education Council approve the request from the program Advanced Certificate in Magnetic Resonance Imaging for exemption from Policy 5103 – Student Evaluation.

The motion was carried.

7. Any Other Business

There was no other business.

8. Next meeting date

Wed. May 11, 2022

9. Adjournment

The meeting adjourned at 4:35 p.m.