

Meeting Minutes

Education Council

Date: Sept. 21, 2022

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

Meeting location: SE40, Royal Oak Boardroom

In attendance: Eric Fry, Chair; Cheryl Cahill, Vice Chair; Michael Currie, Vice Chair; Andrea Matthews; Angie Chan; Bobby Davidson; Edward Fajardo; Gigi Machtaler; James Rout; Kirksal Icoz; Lyle Reid; Margareta Dovgal; Morgan Wescott; Scott Paterson; Shan Satoglu; Stephen McMillan; Shawna Waberi; Tanya Fuchs; Tom Roemer

Official Guests: Jan Smith; Laura Vail; Todd Odgers; Yael Zachs; Tami Pierce

Minute taker: Joanne Schaap

Regrets: Celine Loriot; Danielle Landeta-Gauthier; Erika Ram;

Special Guests: Carleen Thomas, Elder for Tsleil-Waututh Nation; Paul McCullough, Interim President, BCIT

Chair Eric Fry called the meeting to order at 2:30.

1. Welcome by Eric Fry, EdCo Chair
The Chair welcomed everyone. He noted the upcoming Truth and Reconciliation Day and the passing of our Musqueam Elder Mary Bernadette Roberts. Eric acknowledged our special guests, Carleen Thomas, Elder for Tsleil-Waututh Nation; and Paul McCullough, Interim President, BCIT. Elder Carleen spoke on Advancing Recognition, and President McCullough extended thanks to the Elder for her words, and the Council members for their work.
2. Approval of Agenda
MOTION: It was moved by Andrea Matthews and seconded by Kirksal Icoz and carried that the agenda be approved. The motion was carried.
3. Approval of Education Council Meeting Minutes
MOTION: It was moved by Shawna Waberi and seconded by Margareta Dovgal and carried that the Minutes of June 8, 2022 be approved. The motion was carried.
4. Business Arising from the Minutes
None
5. Reports
5.1 Report from the Chair – Eric Fry
As the new chair, Eric has three specific goals for his term:
 - a. Engagement with Truth and Reconciliation. Working with the Education Council Executive Committee, he would like to establish a reconciliation ad hoc group to develop an action plan consisting of Council members and guests. If interested in joining this working group, please contact the Education Council coordinator.
 - b. Support student well-being
 - c. Develop Education Council leadership skills and succession planning

There will be a byelection for the BCGEU seat next month.

In January, Education Council approved the cancelation of Policy 5100 Glossary of Education Policy Terms. It was rewritten as a Glossary of Terms resource, but has not yet been posted on the website, which is an expectation of both Education Council and the Board of Governors.

5.2 Institutional Report, VP Academic – Tom Roemer

VP Academic Report

It has been two years since Education Council endorsed the development of microcredential at BCIT, and a review should now be done. There will be a report at the next meeting. As a result of these microcredentials, some opportunities arose to submit a proposal for a centre for continuing and life-long learning in the trades; Canadian Colleges for Resilient Recovery; and the South Africa project in which BCIT used SA as a portal for recruiting while all the teaching and credentials are from BCIT.

The Education Plan expires at the end of this year, but due to the impact of the pandemic, the VP Academic would like an extension of the current plan.

a. Program Cancellation

i. Advanced Diploma in Professional Real Estate, SoBM

This program had low enrolment due to the high requirement for entry and is therefore being cancelled. The VP Academic noted that the department has reintroduced real estate as a second-year option which has allowed the program to attract more students to the first-year pool of candidates for the overall program, an opportunity that did not exist when the advanced diploma program was launched. 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 Michael Currie and seconded by Lyle Reid that Education Council advises the Board of Governors that the recommendation to cancel the Advanced Diploma in Professional Real Estate was carried out in accordance with the requirements of Policy 5405.

The motion was carried with one abstention.

5.3 Program Reviews

a. Final Recommendation and Action Plan (formerly called Final Report)

- i. Bachelor of Technology and Advanced Certificate in Forensics Investigation, SoCAS
Dean Hildebrand, Dean of SoCAS, indicated there were 8 recommendations covering issues on admissions requirements, curriculum changes and work experience.
- ii. Diploma and Certificate in Occupational Health and Safety, SoHS
Lisa Chu, Dean of SoHS, commented on the 7 recommendations, which includes reducing the overall program credits, reviewing the course outlines annually for relevance, faculty to attend monthly meetings with national organizations and annual conferences, and improve marketing.
- iii. Diploma in Accounting, SoB+M
Kenton Low, Dean of SoB+M, noted that there were 28 recommendations which included development of program goals, review of credit calculations and contact hours, and updated communications.
- iv. Diploma in Marketing Management, SoB+M
Kenton Low, Dean of SoB+M indicated that the main goals from this review were developed to enhance the learner experience, improve teaching excellence and drive enrolment.

5.4 Report from Students – Tanya Fuchs

The SA Board had a training retreat in August to set objectives. They are in the process of selecting Council members. Council joined the Federal Student Advocacy Alliance which advocates for issues that affect

students, such as the Canada Student Grants. They have also welcomed their first student through the Student Refugee Program. The Student Association had several kick-off events the first week of term including Clubs Day.

6. Report from Standing Committees

6.1 Programming Committee – Cheryl Cahill

At the Programming Committee meeting on Sept. 7, 2022, Shawna Waberi was acclaimed as vice-chair. Discussion focused on using a checklist to guide members as they review the proposals.

a. Notice of Intent:

- i. Certificate in Payroll Administration, SoB+M
This Certificate is designed as a ladder from the recently approved Associate Certificate in Payroll and Human Resources, and a ladder to the Diploma in Accounting. This NOI was taken for information.
- ii. Advanced Diploma in Marine Engineering, SoT
With a critical shortage expected in the marine sector labour force over the next few years, the graduates of the advanced diploma will have the skills required to address the shortages in the marine sector labour market in the province. This NOI was taken for information.

6.2 Policy Committee – Michael Currie

Michael advised that the Committee continues to work on several policies:

- i. Policy 5101 Student Regulations will go out for 30-day community consultation soon
- ii. Policy 5012 Assigning of Credits to Courses
- iii. Policy 5102 Student Code of Conduct
- iv. Policy 5103 Student Evaluation
- v. Policy 5104 Student Code of Academic Integrity

6.3 Educational Technology and Learning Design Committee

This was tabled since the Chair of ETLDC was not able to attend the meeting. Bobby Davidson expressed interest in joining ETLDC; Joanne to follow-up.

7. New Business

7.1 Report on Academic Integrity – Laura Vail

Over the past academic year, there have been 176 reports of academic misconducts, and 208 violations. Plagiarism is the most common violation. Questions were taken from the floor.

7.2 Streamlining Updates for Program Development, Change and Review – Kathy Siedlaczek

Following a thorough review, the Academic Planning and Quality Assurance team has undertaken an initiative to streamline and clarify processes for program development, change and review. Revisions are being done to a number of templates and implementations are being phased in. The goal was to simplify and lighten the work load for those going through these processes. With input from the schools, a 7-year rolling schedule for program review has been established. The goal is to have the updated resources on the website by the end of the month. Any new initiatives should be using the new templates.

7.3 Education Council Contact List

This was taken for information.

8. Any Other Business

There was no other business.

9. Next Meeting Date

Wed. Nov. 16, 2022, 2:30-4:30, Royal Oak Boardroom

10. Adjournment

The meeting adjourned at 4:25 p.m.