

# Meeting Minutes

## Education Council

**Date:** Feb. 1, 2017

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

**Meeting location:** SE40, Royal Oak Boardroom

**In attendance:** Jennifer Figner, Chair; Craig Cowan, Vice Chair; Chris Wiebe Vice Chair; Anthony Chan; Angie Chan; Anita Shen; Bob Gill; Dominic Terrado; Eric Fry; Harj Dhaliwal; Joanne Atha; Mark Overgaard; Michael Currie; Mitra Zamini-Rad; Richard Plett; Sanesh Iyer; Tom Roemer; Trudy Bruce

**Official Guests:** Dawna Mackay; Robyn Lougheed; Tracy Wang

**Minute taker:** Joanne Schaap

**Regrets:** Andrea Matthews; Kathy Kinloch; Kory Wilson;

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

### Action Items / Discussions:

1. Approval of Agenda  
MOTION: It was moved by Harj Dhaliwal and seconded by Dominic Terrado and carried that the agenda be approved.
2. Approval of Education Council Meeting Minutes  
MOTION: It was moved by Angie Chan and seconded by Bob Gill and carried that the Minutes of Dec. 14, 2017 be approved.
3. Business Arising from the Minutes  
There was one question arising from the Minutes. Item 5.a.i, Major Curriculum Change for the Associate Certificate in Business Essentials, states that the program area will develop a visual representation to show how each program ladders into other areas to help distinguish it from other programs. A search on the website shows that this has not been done yet. Jennifer will follow up on this to develop a visual representation.
4. Reports  
4.1 Report from the Chair – Jennifer Figner  
Jennifer Figner noted there has not been a Board of Governors meeting since the previous Education Council meeting. Following up on the potential discrepancies regarding changes for course outlines for existing courses, an audit was done going back to December 2013 to determine which outlines were not updated. Most of the oversights occurred in a one-year period when there was a temporary staffing change in the Course File Office. Changes have now been made to ensure the newest version gets posted on the website.

Earlier this week, Jennifer attended a Student Wellness and Success Visioning session, facilitated by a representative from Healthy Minds-Healthy Campus. It was a good reminder that student well-being needs to be considered when Education Council is reviewing programs.

Jennifer met with Matthew May, president of the Student Association. The SA was encouraged to communicate the student priorities to the student representatives at Education Council. The election process will commence soon. Current student representatives are encouraged to promote Education Council to their peers.

The annual Education Council luncheon is scheduled for May 11, 2017. Invitations will be sent out shortly.

#### 4.2 Institutional Report, VP Academic – Tom Roemer

Tom Roemer attended an Audit and Finance Committee meeting on Jan. 31. Enrolment is doing well, and is up 1% from last year across all schools. The financial situation is also healthy. The Committee approved the Concept Paper for an Advanced Certificate in Automated Controls Installation and Maintenance. Council members questioned how many students are declined when they try to enroll. Tom will provide an answer at the next meeting.

The VP Academic Office receives around one student complaint per month, which is acceptable. Most students will follow the correct procedure of bringing their grievance to their department first, and seeking help from the Registrar's Office or Student Advocate.

The Board of Governors will be meeting on Feb. 14, 2017. With a spring election coming forward, the Province will likely announce additional funding for advanced education.

BCIT has nearly 4000 international students. The process is underway to hire an Associate Dean for International, whose focus will be on service to the community. Aboriginal Services has been moved to the VPA portfolio.

#### a. Program Review – One Year Status Report

Bachelor of Accounting, School of Business

Tim Edwards, Associate Dean, provided a one-year status update on the Bachelor of Accounting program. Most of the recommendations from the Final Report have been met, and he is pleased with the outcome. The name change from BTech Accounting to Bachelor of Accounting is preferred by stakeholders and students. A paid internship option has been added.

#### 4.3 Report from Students – Dominic Terrado

Dominic Terrado noted that a bi-election is underway for VP External and VP Finance. There are several candidates for each position. Recently BCIT students placed in the top three positions of the seven categories of the Western Engineering Conference. For the first time BCIT also participated in the JDC West, which is an annual undergrad business competition. Dominic attended along with Jennifer, who was one of the faculty advisors. They faced off against well-seasoned competitors, and placed in the middle of the group.

#### 5. Report from Standing Committees

##### 5.1 Programming Committee – Chris Wiebe

Chris Wiebe reported that the Programming committee met on Jan. 11, 2017 and reviewed one submission.

##### a. Major Curriculum Change

- i. Advanced Certificate in Pediatric Nursing Specialty, New Option: Critical Care Option, School of Health Sciences

Chris provided an overview of the Major Curriculum Change to the Advanced Certificate in Pediatric Nursing Specialty, New Option: Critical Care Option, School of Health Sciences. The proposed change is the Critical Care option as a subspecialty in the Advanced Certificate in Pediatric Nursing Specialty Program, in addition to the current standard option. Nurses taking this program will be trained to work in the Pediatric Intensive Care Units in hospitals, where there are children who are sicker and have increasingly complicated health needs that require specialized knowledge.

MOTION: It was moved by Chris Wiebe and seconded by Michael Currie that the major curriculum change for an Advanced Certificate in Pediatric Nursing Specialty, New Option: Critical Care Option, be approved. Questions were taken from the floor. The motion was carried with no abstentions.

A question was raised as to how the mental health of students is addressed in this challenging field. The program champion responded that student care is very important and is a big component of their teaching in pediatric nursing.

## 5.2 Policy Committee – Craig Cowan

Craig Cowan advised that the Policy Committee has not met since the previous Education Council meeting. The Student Code of Conduct is being reviewed by legal counsel and therefore is not ready to bring forward.

The office of Advanced Planning and Quality Assurance has gone through the LEAN process, and as a result, they are proposing revisions to Policy 5401 Program Development and Change. This will be reviewed at the Policy Committee meeting next week. Policy 5405 Program Suspension and Cancellation, and Policy 5601 Faculty Qualifications will soon be posted on the website in the section “Policies under Review” for community feedback.

## 6. New Business

### 6.1 Trades Harmonization, ITA - Richard Plett

Richard Plett explained that the trades foundation programs will be brought up to a national harmonization level. Currently they are inconsistent from one jurisdiction to the next. The first round of changes is scheduled to be implemented on April 1 in Metal Fabrication and Carpentry Level 1 but the curriculum has not been clarified yet. By September 2017, 14 programs at BCIT must be harmonized. Although Education Council does not review apprenticeship level courses, it does review courses at the foundation level. When the changes are being made, the VPA office will need to determine if the changes are major or minor in nature. It will be the responsibility of Education Council to maintain academic quality.

Some program areas have not filled intakes yet because of this upcoming change. There will be some disruption as this moves forward. ITA has acknowledged that there will be gaps for students and they will provide remediation to address this issue. ITA will inform all students of the changes.

There are several faculty and staff from BCIT who are working with ITA in forming the new curriculum. Currently students are admitted on a first come, first serve basis but this admissions process may have to be adjusted.

## 7. Any Other Business

Tom Roemer introduced the topic of an educational discussion for BCIT. How can BCIT continue to differentiate itself from other institutions? Our distinguishability and distinction are based on our value proposition that “we demand a lot, because we offer a lot” – the students are likely to find employment upon graduation. However, there also is a trend for organizations to train their employees in-house, and thereby reducing the incentive for students to get post-secondary credentials. The

challenge is to make the educational experience at BCIT so rewarding, that students deliberately choose to spend time with us..

Tom structured the free-flow educational discussion into five categories:

- Field of Engagement
- Life on campus
- Innovation
- Tangible and transparent technology
- Entrepreneurship and globalization

Comments were taken from Council;

- The web pages need improving. Testimonials should be included.
- Many cross-overs already occur in certain areas, such as engineering and the Smart Grid.
- Reduce redundancy. Adjust programming and get rid of boot camp mentality.
- More engagement at the high school level is needed, including students who should present their projects to the high schools.
- BCIT should host a conference for teachers, show them what can be done here, and they in turn will pass it on to the students.
- BCIT needs to determine their purpose. They fill a niche and feed into industry. We need to create return.
- Ask the government for funding to become a university.
- It is hard to provide an environment where students can grow when they are only here for two years.
- The grassroots model is good as it provides the freedom to be creative.
- Faculty who care will produce students who succeed.
- BCIT needs to promote themselves more. Our capstones are impressive but are not advertised.
- Universities keep their labs open for others to tour, showing off their projects. BCIT ends to operate behind closed doors.
- We have trades and technology. Our horizontal model makes us unique.
- BCIT has an applied component which is our DNA.
- Give students the options of major, minor or double degrees.
- Increase our prestige, our credentials and experience
- Have interdisciplinary studies, where students can learn from each other
- Our instructors can teach the practical side of our programs, unlike other post-secondaries

This discussion will come back to Education Council at some future date.

8. Next Meeting Date  
Wed. March 1, 2017, 2:30-4:30, Royal Oak Boardroom
9. Adjournment  
The meeting adjourned at 4:25.