

Meeting Minutes

Education Council

Date: June 5, 2019

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

Meeting location: SE40, Royal Oak Boardroom

In attendance: Jennifer Figner, Chair; Tim Carson, Vice Chair; Andre Caron; Angie Chan; Austin Tallentire; Bob Gill; Bryan Fair; Caroline Scott; Celeste Dunstan; Cheryl Cahill; Connor Hofer, James Rout; Ken Zeleschuk; Michael Currie; Miranda Campbell; Sajjad Askarzadeh; Steve Perry; Tim Carson; Tom Roemer;

Minute taker: Joanne Schaap

Official Guests: Dawna Mackay; Oleg Lundu; Robyn Lougheed;

Regrets: Andrea Matthews; Eric Fry; James Rout; Morgan Westcott; Chris Rogerson; Todd Odgers

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

1. Election of Education Council Chair for 2019-2020 – Registrar Dawna Mackay
The Registrar's Office explained the process for conducting the election for the position of Chair of Council. Quorum was confirmed. Dawna 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. Dawna called twice for any additional nominations. There were none, and nominations were declared closed. Jennifer was acclaimed as Chair of Education Council for 2019-2020.
2. Election of Education Vice-Chairs for 2019-2020 – EdCo Chair Jennifer Figner
As the newly elected Chair, Jennifer conducted the election for the two Vice Chair positions for 2019-2020. Jennifer advised that the nominating committee has named Tim Carson and Eric Fry as nominees for the two positions of Vice Chairs. Tim and Eric (done by Jennifer on his behalf) confirmed their acceptances of the nominations. Jennifer called twice for further nominations for the Vice Chair positions; hearing none, nominations were declared closed. Tim Carson and Eric Fry were acclaimed as Vice Chairs of Education Council for 2019-2020.

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: Tim Carson, Faculty, School of Energy

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

Congratulations were offered to those elected to Council positions.

3. Roundtable of Introductions
A roundtable of introductions was held. New members were welcomed to their first EdCo meeting.
4. Approval of Agenda
MOTION: It was moved by Steve Perry and seconded by Cheryl Cahill and carried that the agenda be approved.
5. Approval of Education Council Meeting Minutes
MOTION: It was moved by Bob Gill and seconded by Tim Carson and carried that the Minutes of May 15, 2019 be approved.

6. Business Arising from the Minutes
None.

7. Reports

7.1 Report from the Chair – Jennifer Figner

The EdCo by-elections were conducted in a condensed time, thanks to the Registrar's Office, allowing for a full membership on Education Council for this first meeting of the academic year.

At the May 28, 2019 meeting, the Board of Governors approved the Student Code of Conduct (Non-Academic) Policy 5102 with one minor change, and 5102-PR1; as well as Student Code of Academic Integrity 5104 and 5104-PR1, PR2 and PR3. They also approved program cancellations of the three certificates in Broadcast and Media Communications for Television, Radio and Broadcast Journalism. There will be a new Chair of the Board of Governors as of the June meeting.

At the Learning and Teaching Summit held today, Jennifer did a presentation on the role of Education Council.

7.2 Institutional Report, VP Academic – Tom Roemer

The Education Plan has been completed and the final copy will be available soon. Tom will bring it back to EdCo for endorsement. Tom recently presented the Plan at two conferences, and it was well received. The BCIT Indigenous Framework which was developed in parallel with the BCIT Strategic Plan 2019-2022 was also recently released. The international plan and applied research plan will be developed in the fall.

BCIT received \$9.8 million of government funding for renovations to the downtown campus and CARI buildings to support tech programming and construct a Tech Collider to integrate student learning with on-site industry projects, applied research, and entrepreneurship.

a. Annual Program Review Report

The report was submitted to EdCo to provide an annual reporting on the program reviews that have been done over the past academic year. It was received for information.

b. Program Review – Final Report

i. Diploma in Electroneurophysiology, School of Health Sciences

Associate Dean Craig Larsen noted that 12 recommendations were identified following a Self-Study Report. Key changes are to move from a diploma to advanced diploma and reduce the time required to complete the program from 21 months to 15, as well as considering a smaller yearly intake from a larger intake every two years.

ii. BTech in Construction Management, School of Construction and the Environment

Dean Wayne Hand noted that 12 recommendations were identified following a Self-Study Report. This is a the first program review since it was created in late 1990's and a number of changes were needed.

c. Program Review – One Year Status Report

i. Diploma in Computer Systems Technology, School of Computing and Academic Studies

Dean Dean Hildebrand noted the CST program is operationalizing the strategic objectives. This program review started four years ago and has faced some challenges. Twenty-three recommendations were brought forward, and now a proposal for a major change is going to the School Quality Committee.

ii. Bachelor in Computer Systems Technology, School of Computing and Academic Studies

Dean Dean Hildebrand reported that all the issues have been addressed.

d. Program Suspension

i. Diploma in Automotive Technical Studies, School of Transportation

The ATS Diploma program has been updated and replaced with a non co-op option of the Diploma in Automotive Service Technician and Operations. It was being offered in Korea, but

it is being suspended until the last of the students have completed their courses. It was taken for information and does not require approval from Education Council.

- e. Program Cancellation
 - i. Recommendation for Program Cancellation, Advanced Certificate in Financial Analyst, School of Business

This program has been suspended since 2017 and has suffered from very low enrolment. 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. The rationale for cancelling these programs is provided in the Recommendation for Cancellation document. Education Council will bring this forward to the Board of Governors for their approval.

MOTION:

It was moved by Jennifer Figner and seconded by Bob Gill that Education Council verifies that the process for program cancellation, according to Policy 5405, has been followed for the Advanced Certificate in Financial Analyst, and recommends to Board of Governors that they be cancelled.

The motion was carried.

7.3 Report from Students – Miranda Campbell

Miranda Campbell noted that students have been writing exams in May and June. The new SA executives have just started working in their positions.

8. Report from Standing Committees

8.1 Programming Committee – Tim Carson

Tim reported that the Programming Committee met on May 22, 2019 and reviewed one submission.

a. Major Curriculum Change:

- i. Master of Science in Ecological Restoration, School of Construction and the Environment
This program is offered in collaboration with SFU, and the proposed changes include switching from a 4-term model to 5-terms; moving some of the courses to different terms; making the minimum passing grade 60% rather than 50%; and change the part-time option to 9 terms rather than 6 years.

MOTION: It was moved by Tim Carson and seconded by Sajjad Askarzadeh that the proposal for a major curriculum change for the Master of Science in Ecological Restoration be approved. Questions were taken from the floor.

The motion was carried.

Policy Committee –Michael Currie

Michael advised that the Committee met on May 22, 2019 and reviewed a draft policy for Recording in the Classroom. Working groups have been established to review the following policies, with the intent of having them prepared for the Sept. 4th Policy Committee meeting:

- Policy 4501, Accommodation for Students with Disabilities
- Policy 5103, Student Evaluation

8.2 Educational Technology and Learning Design Committee – Oleg Lungu

Oleg reported that the ETLDC met on May 30, 2019. Bryan Fair was elected as vice chair. A working group has been formed to explore e-learning strategies used on campus. The Committee is also working on a communications strategy for faculty, to identify which resources are available.

9. New Business

9.1 Request for Exemption from Education Policy, Master of Science in Ecological Restoration, SoCE

This request is coming forward since the program area would like to change the time to complete a credential

which is 7 years under Policy 5103 – Student Evaluation. This is a joint program with SFU, which allows 9 terms. In order to align the time limits for both institutions, the program area has requested that BCIT change the time limit to 9 terms.

MOTION: It was moved by Jennifer Figner and seconded that Education Council approve the request from the Master of Science in Ecological Restoration program for exemption from Education Policy 5103 – Student Evaluation.

The motion was carried with one opposed.

10. Any Other Business
11. Next Meeting Date
Wed. Sept. 18, 2019, 2:30-4:30, Royal Oak Boardroom
12. Adjournment
The meeting adjourned at 3:35.