

Meeting Minutes

Education Council

Date: March 16, 2016

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

Meeting location: SW01-2020

In attendance: Richard Plett, Chair; Craig Cowan, Vice Chair; Jennifer Figner, Vice Chair; Anthony Chan; Dylan Smith; Eric Fry; Harj Dhaliwal; Heyden Vargas; Michael Currie; Parco Lai; Ron Stewart; Sanesh Iyer; Spencer Oppal; Tom Roemer; Vinay Punwani; Youdan Zhang

Minute taker: Joanne Schaap

Regrets: Joanne Atha; Kathy Kinloch; Mark Overgaard; Sanjeev Sarwal; Chris Wiebe

Chair Richard Plett called the meeting to order at 2:30. Education Council recognizes that BCIT's main campuses are located on the traditional territories of the Coast Salish Nations of Musqueam, Tsleil-Waututh, and Squamish.

Action Items / Discussions:

1. Approval of Agenda
MOTION: It was moved by Richard Plett and seconded by Harj Dhaliwal and carried that the agenda be approved.
2. Approval of Education Council Meeting Minutes
MOTION: It was moved by Richard Plett and seconded by Parco Lai and carried that the Minutes of Nov. 4, 2015 be approved.
3. Reports
3.1 Report from the Chair – Richard Plett
The office of Academic Planning and Quality Assurance (APQA) hosted two LEAN workshops to review the Program Development process. Most of the feedback from the participants was related to the Concept Paper stage. Key objectives (quality, agility and risk management) and emerging themes were identified:
 1. Increase transparency and awareness of new program concepts.
 2. More focus upfront to qualify fewer, high-quality new program concepts.
 3. Compress concept paper approval process.
 4. Negotiate more efficient interface with Board of Governors, particularly the business forecast which is now required at concept paper stage.
 5. Establish clear expectations for Roles, Responsibilities, and Accountability for all stakeholders.

APQA established a high level prioritization list of policies. Those which are up for review in the next academic year are:

- 5003 Admissions
- 5012 Assigning Credits to Courses

- 5050 International Education
- 5401 Program Development and Change
- 5402 Program Review
- 5403 Course Outlines & Course Names
- 5404 Program Advisory Committees
- 5601 Faculty Qualifications

Richard participated in a Board of Governors Risk Registers/Assessment Ranking workshop on Jan 30, 2016. At the Board meeting on March 1, approval was given to the cancellation of the Advanced Certificate in Health Care Quality Management program, and to the realignment of the Board Faculty seat term with the Student Association and Education Council election cycles.

For the 2016 Council Election, the nomination period opens on March 29 and closes April 8. Voting opens on April 20 and closes on April 26. Positions that will be available are five FSA Faculty, one support staff, and four seats for students, of which three are elected and one is delegated by the Student Association. The current terms for these positions are expiring as of May 31, 2016.

Education Council meeting dates for the next academic year are being set, but are pending on the dates of the Board of Governors meeting which have not yet been established.

The annual Education Council Luncheon is set for May 12, 2016.

3.2 Institutional Report, VP Academic – Tom Roemer

The Board of Governors approved the fiscal plan for 2016/17. There are 36 new programs planned for the next three years. Establishing the infrastructure for education innovation is in process. There is much activity with International, which brings in new students and allows domestic students the opportunity to go abroad.

As per policy 5103, section 5, “Student requests for exceptions from a maximum time limitation will be reviewed by the appropriate associate dean and dean. Final decision rests with the Vice-President, Academic, or delegate”. Tom has delegated this decision to the dean who would be able to resolve this more quickly and be better aware of the circumstances. He also intends to work more closely with the Associate Deans to support them in their roles.

In a recent communication with BCAIU, it was revealed that there currently is a backlog of application requests awaiting approval at AVED. This is causing some concern for post-secondaries and with the DQAB.

a. Program Review – One Year Status Report

- i. Diploma in Electrical and Computer Engineering, SoE
Craig Cowan noted that the bulk of the changes in this review have been with restructuring the terms as well as some curriculum changes. It is a two year process and has gone well.
- ii. Diploma in Sustainable Resource Management (now Forest and Natural Areas Management), SoCE
Wayne Hand spoke to the one-year update. Significant changes were identified in the review, which resulted in a name change to Forest and Natural Areas Management. The program was redesigned resulting in a reduction of 10.5 credits.

3.3 Report from Students – Heyden Vargas

Heyden Vargas reported that the Student Association recently hosted a TEDx conference. A number of their board members recently went to Victoria as part of the annual Lobby Days with the government.

They produced and presented their document “Building a Strong BC - One Student at a Time” which was well received.

4. Standing Committee Reports

4.1 Programming Committee – Jennifer Figner

Jennifer reported that the Programming committee met on Feb 17, 2016. Andrea Matthews replaced Debra Williams on the Committee, who recently retired. Jennifer provided an overview of each of the following submissions:

a. Major Change

i. Certificate in Security Systems Technician Program, SoCE

The last change to this program was in 1997 and technology has changed considerably since then. The changes are to align with ITA and credits will be reduced from 56 to 53.5.

MOTION:

It was moved by Jennifer Figner and seconded by Vinay Punwani that the proposal for a major change to the Certificate in Security Systems Technician Program be approved. Questions were taken from the floor. The motion was carried.

ii. Certificate in Automotive Technician Foundation, SoT

The proposal is for a name change from Automotive Technician Foundation to Automotive Technician Honda/Acura Foundation Program. The duration of the proposed intake will increase from 30 to 32 weeks by including a 2-week work practicum.

MOTION:

It was moved by Jennifer Figner and seconded by Anthony Chan that the proposal for a name change from Automotive Technician Foundation to Automotive Technician Honda/Acura Foundation Program be approved. Questions were taken from the floor. The motion was carried with two abstentions.

b. Concept Papers

i. Diploma in Airport Operations, SoT

This concept paper is for a diploma having a dual credential with BCIT and International – China – Chongqing General Vocational Institute of Engineering Technology. This international partnership will undergo audit and site inspections to ensure BCIT’s standards are being met.

MOTION:

It was moved by Jennifer Figner and seconded by Vinay Punwani that the Concept Paper for the Diploma in Airport Operations (International – China – Chongqing General Vocational Institute of Engineering Technology) be approved. Questions were taken from the floor. The motion was carried with one abstention.

ii. Diploma in Computer Systems Technology, SoCAS

This International concept paper between BCIT and China Dongguan Polytechnic will be structured after BCIT’s CST diploma program in curriculum structure, sequencing, learning outcomes and delivery method. Students will be able to graduate with both a BCIT international diploma and a Chinese diploma.

MOTION:

It was moved by Jennifer Figner and seconded by Eric Fry that the Concept Paper for

the Diploma in Computer Systems Technology (International – China – Dongguan Polytechnic) be approved. Questions were taken from the floor. The motion was carried with one abstention.

The committee noted that a business analysis should also be done for these types of proposals. Quality assurance is needed. Sometime in the future, the VPA's office would like to see an International Diploma established on a per-country basis with a generic framework robust enough for all the implementations.

iii. Advanced Certificate in Renewable Energy Electrical Systems Installation & Maintenance, SoCE

This certificate is being brought forward to meet the need for upgraded skills in the installation of all renewable energy technologies.

MOTION:

It was moved by Jennifer Figner and seconded by Sanesh Iyer that the Concept Paper for the Advanced Certificate in Renewable Energy Systems Installation and Maintenance be approved. Questions were taken from the floor. The motion was carried.

c. Program Proposal

i. Proposal for Diploma in Automotive Technical Studies, SoT

This international diploma with Chongqing General Vocational Institute of Engineering Technology in China is to prepare students to work in the automotive service and repair industry in China.

MOTION:

It was moved by Jennifer Figner and seconded by Parco Lai that the Proposal for Diploma in Automotive Technical Studies (International – People's Republic of China - Chongqing General Vocational Institute of Engineering Technology in China) be approved. Questions were taken from the floor. The motion was carried with two abstentions.

4.2 Policy Committee – Craig Cowan

Craig Cowan advised that the Committee has not had a meeting since the previous Education Council meeting. Community consultation on the Student Code of Conduct is on hold until legal counsel has had time to review the proposed policy. He hopes to bring a draft of the policy to Education Council in June.

5. New Business

5.1 Request for Exemption from Education Policy (Procedure 5401-PR1): Advanced Specialty Certificate in Adult Echocardiography

This request from the School of Health came forward in response to a program which had been cancelled in 2011, and which the Ministry of Advanced Education had requested to be delivered in 2015 with "one time funding" and has subsequently been requested again for 2017. The 2015 delivery resulted in the graduates receiving a Statement of Completion, but this does not accurately represent the rigor or credit value, hence the program area would like to issue graduates a formal credential. The exemption request is to reinstate and update the cancelled program through the Major Change (MC) process, rather than New Program process. The MC will permit a faster reinstatement and launch in response to employer demand, in time for a January 2017 launch. This program will be a bridge to a longer term solution since there is a sonographer shortage in the province.

MOTION:

It was moved by Richard Plett and seconded by Harj Dhaliwal that the request for exemption from Education Policy (Procedure 5401-PR1) for the Advanced Specialty Certificate in Adult Echocardiography be approved. Questions were taken from the floor. The motion was carried with one abstention.

5.2 Learning & Teaching Framework – David Porter

On behalf of the Learning and Teaching Centre, David Porter spoke to the Learning and Teaching Framework at BCIT. The purpose of this research and community consultation is to improve the learning and teaching process. Many other post-secondaries have already launched task forces and processes. The work on BCIT's DNA done by acting VPA Bill Dow was the starting point for BCIT. Currently in the first phase, ideas are being collected from other institutions. The goal is to present its report with recommendations to the Vice-President, Academic in June 2016, along with an implementation roadmap to inform further action in 2016–17. See <http://bcitlrf.ca/> for further details.

6. Any Other Business

There was no other business.

7. Next Meeting Date

Wed. May 4, 2016, 2:30-4:30, Royal Oak Boardroom

8. Adjournment

The meeting adjourned at 4:25.