

# Meeting Minutes

## Education Council

**Date:** Nov. 16, 2022

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

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

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

**Official Guests:** Giovanna Catussi; Erika Ram; Jan Smith; Laura Vail; Todd Odgers; Tami Pierce

**Minute taker:** Joanne Schaap

**Regrets:** Bobby Davidson; Celine Loriot; Michael Currie, Vice Chair; Morgan Westcott

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Chair Eric Fry called the meeting to order at 2:30. After acknowledging the ancestral lands on which BCIT is situated, Andrea Ralph was welcomed as the newly elected representative for BCGEU Support Staff; and Giovanna Catussi as the appointed member as the Student Advocate, replacing Danielle Landeta-Gauthier who is leaving BCIT.

1. Approval of Agenda  
MOTION: It was moved by Andrea Matthews and seconded by Edward Fajardo and carried that the agenda be approved. The motion was carried.
2. Approval of Education Council Meeting Minutes  
MOTION: It was moved by Shawna Waberi and seconded by Shan Satoglu and carried that the Minutes of Sept. 21, 2022 be approved. The motion was carried.
3. Business Arising from the Minutes  
None
4. Reports  
4.1 Report from the Chair – Eric Fry  
At the June 29, 2022 meeting, the Board of Governors approved the proposals for the Advanced Certificate in Digital Health; and the Associate Certificate in Health Care Unit Clerk.

Education Council Reconciliation Plan working group had their initial meeting on Oct. 19, 2022. A reconciliation action plan template is being used a model for the EdCo group. New members are welcome. The next meeting will be on Dec. 15 and will take place at the new Health Science building by the copper shield, and will be an opportunity to learn the significance of the display.

#### 4.2 Institutional Report

##### a. VP Academic – Tom Roemer

###### Two-Year Review of Microcredentials

A background was given for the rationale for establishing micro-credentials at BCIT. Microcredentials were introduced as a response to new learner behaviour (i.e. the rising interest in a-la-carte, just-in-time education) as well as the accelerated need for up-skilling & co-skilling due to social and technological change. Many of these trends were exacerbated and accelerated by the pandemic. An academic mandate came from the Ministry of Advanced Education and Skills Training along with funding to develop these credentials to

support economic recovery. BCIT's key design feature is stackability as this credential can be used as building blocks to larger credentials. Since the microcredential framework was officially endorsed by Education Council in the fall of 2020, the institute awarded almost 350 microcredentials and 1100 badges.

- i. Gasfitter Apprenticeship (Class A)  
This Red Seal Apprenticeship Training for Gasfitter – Class A falls under the authority of the Industry Training Authority. Since it does not lead to a BCIT credential, approval is not needed from Education Council. This was taken for information.

b. Program Cancellations

- i. Certificate in Advanced Marketing Management, SoB+M
- ii. Certificate in Advanced Business Management, SoB+M
- iii. Certificate in Advanced Human Resources Management, SoB+M

All three programs are part of a suite previously offered by School of Business + Media as 'Senior Management Certificates.' Due to low enrolment, the program area is recommending they be canceled. 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 Kirksal Icoz and seconded by Shan Satoglu that Education Council advises the Board of Governors that the recommendation to cancel the Certificate in Advanced Marketing Management was carried out in accordance with the requirements of Policy 5405.

The motion was carried.

MOTION:

It was moved by Angie Chan and seconded by Shawna Waberi that Education Council advises the Board of Governors that the recommendation to cancel the Certificate in Advanced Business Management was carried out in accordance with the requirements of Policy 5405.

The motion was carried.

MOTION:

It was moved by Margareta Dovgal and seconded by Shawna Waberi that Education Council advises the Board of Governors that the recommendation to cancel the Certificate in Advanced Human Resources Management was carried out in accordance with the requirements of Policy 5405.

The motion was carried.

#### 4.3 Program Reviews

- a. Final Recommendation and Action Plan (formerly called Final Report)
  - i. Diploma in Nautical Sciences, SoT  
Steve Perry, Dean of School of Transportation, noted that 24 recommendations were brought forward, which included changes to goals, reducing program length and credits, and changing curriculum.
- b. One-Year Status Report
  - i. Certificate in Software Systems Developer, SoCAS  
Dean Hildebrand, Dean of School of Computing and Academic Studies, explained that two of the six goals have been completed, and those which are in process will be completed once a major change is done.

#### 4.4 Report from Students – Tanya Fuchs

The Student Association's Food Pantry, which is partnered with Greater Vancouver Food Bank, is being well-used. A flag competition was held at ATC. The childcare canopy project is underway. The SA is hosting a Winter Fest on Nov. 29 from 10-6 in partnership with the City of Burnaby. It is open to the broader Burnaby community. Their Annual General Meeting will be held Nov. 28, 2022.

#### 5. Report from Standing Committees

##### 5.1 Programming Committee – Cheryl Cahill

Cheryl reported that the Programming committee met on Nov. 2, 2022 and reviewed one submission.

###### a. Notice of Intent:

###### i. Diploma in Graphic Design and Interactive Media, SoB+M

This Notice of Intent was brought forward to provide a pathway to a diploma from the Associate Certificate in Graphic Design Foundations and Certificate in Graphic Design. This was taken for information.

##### 5.2 Policy Committee – Margareta Dovgal on behalf of Michael Currie

Margareta advised that the Committee met on Oct. 26, 2022 and received updates on several policies from working groups:

- Policy 5101 Student Regulations. This is being deconstructed and Policy 5110 Attendance is being created. Currently it is undergoing a community consultation. Due to the high interest in this policy, the deadline was extended by 2 weeks.
- Policy 5012 Assigning of Credits to Courses
- Policy 5102 Student Code of Conduct
- Policy 5103 Student Evaluation
- Policy 5104 Student Code of Academic Integrity
- Withdrawals, Leaves and Refunds is being created as a new policy

##### 5.3 Educational Technology and Learning Design Committee – Erika Ram

The Committee met on Oct. 12, 2022. There is a vacancy yet for the student services seat. The collaboration tools Thought Exchange has just been completed. They are also updating their Terms of Reference.

#### 6. New Business

##### 6.1 Exemptions from Education Policy

###### a. Advanced Certificate in Geographic Information Systems, SoCAS

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. To ensure students finish the program in a reasonable time frame so that their knowledge and technical skills upon graduation are based on current industry standards and practice, the program is asking for a 4-year time limit to complete the credential.

###### MOTION:

It was moved by Cheryl Cahill and seconded by Shan Satoglu that the request from the Advanced Certificate in Geographic Information Systems program for a four-year time limit to complete the credential be approved by Education Council.

The motion was carried.

#### 7. Any Other Business

There was no other business.

8. Next Meeting Date  
Wed. Feb. 1, 2023, 2:30-4:30, Royal Oak Boardroom
9. Adjournment  
The meeting adjourned at 4:13 p.m.