

# MEETING MINUTES

## BCIT EDUCATION COUNCIL

**Date:** 11 Feb 2026 at 2:30-4:30pm

**Meeting Location:** SE40 Royal Oak Boardroom (room 120) @ 4551 Wayburne Drive, Burnaby

**In Attendance:** Shawna Waberi, Chair; Michelle House-Kokan, Vice Chair; Morgan Westcott, Vice Chair; Nathan Chapin; Michael Currie; Bobby Davidson; Maninder Dhesi; Jennifer Figner; Bob Gill; Eric Fry; Amy Goldlist; Linh Hoang; Trevor Lord; Judy Phipps; Reza Assadi Sami; Laura Vail.

**Recorder:** Kerri Macmillan

**Official Guests:** Erika Ram; Peter Warren; Krista Lambie;

**Regrets:** Jeff Zabudsky; Eugene Eng; Amanda Koehler; Pratham Pannu; Tami Pierce.

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Shawna called the meeting to order at 2:32pm.

1. Shawna recognized the honour and privilege we have to gather on the unceded and traditional territories of the Coast Salish Nations of the xʷməθkʷəʔəm (Musqueam), Səl̓ílwətaʔ/Selilwiltuh (Tseil-Waututh) and Skwxwú7mesh (Squamish) people.
2. Approval of Agenda  
**MOTION:** It was moved by Morgan Westcott and seconded by Reza Assadi Sami that the agenda be approved. The motion was **carried**.
3. Approval of Education Council minutes 19 Nov 2025  
**MOTION:** It was moved by Amy Goldlist and seconded by Nathan Chapin that the minutes of 19 Nov 2025 be approved. The motion was **carried**.
4. Business Arising from the minutes - none
5. Reports
  - 5.1. EdCo Chair – Shawna Waberi
    - Shawna spoke about the *Truth and Reconciliation Commission Calls to Action* – specifically actions 62 and 63 on Education for Reconciliation. Intentional reconciliation is important, as is educating ourselves through seeking advice, sharing knowledge and imbedding best practices into curriculum. Shawna suggests the Reconciliation Working group now move to an institute-wide Reconciliation Working Group with communication platforms with the goal of advancing not just the EdCo Reconciliation Action Plan, but action in reconciliation in education at BCIT. Sharing how faculty are indigenizing their curriculum, lessons learned and who reconciliation champions are to help guide others and facilitate further change.
    - The Board met Dec 3 and approved the amendment to Procedure 5003-PR1 Admissions and Recognition of Prior Learning and Policy 5201 Recording in the Classroom as well as approving the two new program proposals.
    - Shawna welcomed Judy Phipps who joined council in the fall through by-election. Thanks were given to departing members Travis Penner, Nathan Chapin and Student VP Experience, Pratham Pannu, who has resigned from his seat at the Student Association. Considering council has fewer members, a reminder was

given to council to provide as much notice as possible if you are unable to attend a meeting so we can confirm quorum can be met.

- Spring EdCo and Board elections, including a by-election for two seats, will begin with the call for nominations at the end of February.

#### 5.2. Institutional Report – Jennifer Figner

- An action plan is being developed for the Education Plan that was introduced to EdCo in June with hopes of bringing a draft to the next meeting with the final plan anticipated in May.
- The project to upgrade the Enterprise Resource Planning (ERP) system replacing Banner is anticipated as a three-year project. Jennifer will continue to update council with progress.
- The Ministry has commissioned a Provincial Sectoral Review to review long term sustainability of the sector which will complete at the end of March.

#### 5.3. Program Review Reports

##### a. One Year Status Report

##### i. Diploma Prosthetics & Orthotics, SoHS

Lisa Chu, Dean School of Health Sciences, thanked the program review team. Most recommendations are complete with ongoing work tied to ongoing faculty development. The team has completed a comprehensive plan to develop a master's degree to meet the coming change in 2030 required by Orthotics Prosthetics Canada as entry-to-practice. The continuing work will focus on the master's degree development, curriculum balance and increasing hands-on student experience, improvements to the physical learning space, competency evaluations, faculty development and diversifying applicants.

#### 5.4. Report from Student Association (SA) – Pratham Pannu has resigned from the Student Association, no report provided.

#### 6. Standing Committee Reports:

##### 6.1. Programming Committee – Michelle House-Kokan

The committee reviewed the following proposals and recognized the amount of work put into these high-quality proposals.

##### a. Major Change Proposals

##### i. Diploma in Broadcast and Online Journalism, SoB+M

This change follows the program review and will amalgamate three diplomas into one program with three options to create foundational skills that cross industry specific areas. The new program name will be Diploma in Broadcast and Media Production with a target to begin September 2027.

**MOTION:** It was moved by Michelle House-Kokan and seconded by Bob Gill that the proposal for the Diploma in Broadcast and Online Journalism be approved.

Discussion: It was confirmed that current students will complete the program they entered into and any students not completing as planned will be handled case-by-case to support their completion. Concern was expressed in the reduction of communication courses. A program representative confirmed conversations will continue over a potential new foundational communications course and if a change after today's approval is needed, will be proposed through a minor change. This program serves an industry with specialized communications skills.

The motion was **carried**.

- ii. Certificate in Construction Supervision and Associate Certificate in Construction Operations, SoC&E  
This change follows the program review and will reduce both credentials from 24 to 18 credits and aims to eliminate duplication, increase affordability and accessibility for students. The target to begin is September 2026, offering current students the choice to continue with the program they entered or switch to the new structure.

**MOTION:** It was moved by Michelle House-Kokan and seconded by Morgan Westcott that the proposal for the Certificate in Construction Supervision and Associate Certificate in Construction Operations be approved.

The motion was **carried** with one abstention.

6.2. Policy Committee – Morgan Westcott

The policy committee adopted a new process document to support working groups with a framework to follow. The committee is also adopting the IDEAS Policy Framework as guidelines when reviewing policies. The Glossary of Terms was removed as a policy in 2023, the committee will work to create a process to maintain its currency. Policy work continues on P5103 Student Evaluations, P5104 Student Code of Academic Integrity, P5405 Program Suspension and Cancellation and will be adding P5401 Program Development and Credentials for the two-year review.

6.3. Educational Technology and Learning Design Committee – Erika Ram

- Policy 3501 Acceptable Use of Information Technology was revised, approved and published. ETLDC feedback was well reflected in the revisions. Items such as prohibition language was shifted towards innovations with risk assessments put in place, approvals aligned with FIPPA, restrictions on BYOD were removed. Guidance is being developed by ITS to support institute understanding of this policy.
- Policy 6700 Privacy Management is in the early stages of review and ETLDC is involved at this stage.
- Previously there was an AI Governance Committee which is now replaced with an AI Council with renewed membership which will include the educative perspective and include the exploration of tools and expanding on existing tools.
- A lock down browser is now in a pilot phase through the Learning Hub for bring your own device (BYOD) programs, further feedback will be provided. There are discussions around balancing use without over-relying on tools.

7. New Business – none

8. Any Other Business – none

9. Next meeting: 18 Mar 2026, 2:30-4:30 @ SE40 Royal Oak Boardroom

10. Shawna adjourned the meeting at 3:32pm.