

MEETING MINUTES

BCIT EDUCATION COUNCIL

Date: 18 Mar 2026 at 2:30-4:30pm

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

In Attendance: Shawna Waberi, Chair; Morgan Westcott, Vice Chair; Michelle House-Kokan, Vice Chair; Michael Currie; Bobby Davidson; Maninder Dhesi; Jennifer Figner; Bob Gill; Linh Hoang; Amanda Koehler; Trevor Lord; Andrew Maxwell; Judy Phipps; Reza Assadi Sami; Jeff Zabudsky.

Recorder: Kerri Macmillan

Official Guests: Ian Linkletter; Peter Warren; Krista Lambie.

Regrets: Laura Vail; Eugene Eng; Eric Fry; Amy Goldlist.

Shawna called the meeting to order at 2:34pm.

1. Shawna recognized the honour and privilege we have to gather on the unceded and traditional territories of the Coast Salish Nations of the xʷməθkʷəy̅əm (Musqueam), Səl̓ílwətaʔ/Selilwitulh (Tseil-Waututh) and Skwxwú7mesh (Squamish) people.
2. Approval of Agenda
MOTION: It was moved by Trevor Lord and seconded by Reza Assadi Sami that the agenda be approved. The motion was **carried**.
3. Approval of Education Council minutes 11 Feb 2026
MOTION: It was moved by Michelle House-Kokan and seconded by Maninder Dhesi that the minutes of 11 Feb 2026 be approved. The motion was **carried**.
4. Business Arising from the minutes - none
5. Reports
 - 5.1. EdCo Chair – Shawna Waberi
 - Shawna brought attention to the [Truth and Reconciliation Commission of Canada: Calls to Action](#) and the #94in94 campaign from 2022 encouraging Canadians to read the Calls to Action and challenge people to connect with actions. Our next council meeting is 49 days away, Shawna proposed council to commit to our own #49in49 campaign – to read the Calls to Action and create a plan for action and share those plans at the next meeting. A meeting of the EdCo Reconciliation group will be set in the spring.
 - The Board met on Feb 24 with no approval items from EdCo. The Board approved a proposal for a select group of Statement of Completion programs to follow the major change process to shift them to the Associate Certificate level. These proposals will come through the Programming Committee and to EdCo over the coming year.
 - The spring EdCo and Board elections are underway; voting is March 20-27.
 - There was a roundtable of introductions for new member Andrew Maxwell who is filling the role of VP Student Experience for the remainder of the EdCo year.

5.2. Institutional Report – Jennifer Figner

- The Provost and VP Academic has approved suspending the Diploma in Full-Stack Web Development program due to low enrolment. Suspension provides an opportunity to pause to evaluate the program and look at options for the best offerings going forward. Faculty are able to shift to other courses and current students will follow a teach out plan. This was taken for information.
- The Provost and VP Academic has approved a new English for Professional and Academic Success (EPAS) pathway which provides pre-entry language pathway for domestic and international student and draws on the curriculum from previous similar programs.

5.3. Program Review Reports

a. One Year Status Report

- i. Bachelor of Engineering in Mining & Mineral Resource Engineering and Diploma in Mineral Exploration & Mining Technology, SoC&E - Interim Dean Michael Currie reported on the progress on items such as faculty attending instructional skills workshops, curriculum changes to include increased student activities and enhanced assessment strategies. The recently suspended degree will allow opportunity to assess accreditation requirements. There are ongoing consultations with industry and potential future program changes.
- ii. Diploma Architectural & Building Technology, SoC&E Interim Dean Michael Currie highlighted many recommendations are underway with ongoing work to reduce the intensity and number of credits for student wellbeing improvement. The department have been collaborating with the Teaching and Learning Unit for enhancements to student assessment, accessibility and inclusion. Faculty have made adjustments to provide more timely feedback to students, stagger the scheduling of exams and assignments and increased work-integrated learning opportunities to pre-pandemic levels.

5.4. Report from BCIT Student Association – Andrew Maxwell

A recent student referendum was held with positive results to increase student fees over three years to establish a permanent Events Department with budget to provide events for all campuses. The Peak Leadership program recently completed. The new Child Care facility started pouring the foundation.

6. Standing Committee Reports:

6.1. Programming Committee – Michelle House-Kokan

The committee had no program proposals so didn't meet in February.

a. Program requests for Exemptions from Policy

This proposal provides for exemption from Policy 5003 – PR1 Admissions and Recognition of Prior Learning Procedure, 10.3 Multiple Credentials, section c ii. allowing graduates from each of these programs to use up to a maximum 71% (normally 50% maximum) as outlined as earned credit towards each of the other programs: Advanced Certificate in Emergency Nursing Specialty (Combined Option), Advanced Certificate in Critical Care (Combined Option), and Advanced Certificate in Critical Care Nursing Specialty (Standard Option). The programs are critical to health care in our province, especially in rural areas. The Ministry supports this process.

- i. Advanced Certificate in Critical Care Nursing Specialty (Standard Option), SoHS

MOTION: It was moved by Shawna Waberi and seconded by Bob Gill that the proposal for the Advanced Certificate in Critical Care Nursing Specialty (Standard Option) exemption from policy 5003 – PR1 10.3 section c ii be approved.

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

- ii. Advanced Certificate in Critical Care Nursing Specialty (Combined Critical Care/Emergency Option), SoHS

MOTION: It was moved by Shawna Waberi and seconded by Reza Assadi Sami that the proposal for the Advanced Certificate in Critical Care Nursing Specialty (Combined Critical Care/Emergency Option) exemption from policy 5003 – PR1 10.3 section c ii be approved.

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

- iii. Advanced Certificate in Emergency Nursing Specialty (Combined Emergency/Critical Care Option), SoHS

MOTION: It was moved by Shawna Waberi and seconded by Reza Assadi Sami that the proposal for the Advanced Certificate in Emergency Nursing Specialty (Combined Emergency/Critical Care Option) exemption from policy 5003 – PR1 10.3 section c ii be approved.

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

6.2. Policy Committee – Morgan Westcott

The Policy Committee continued work on:

- P5103 Student Evaluations on existing framework
- P5104 Student Code of Academic Integrity with strong participation from the BCIT Community aligning with P5102 Student Code of Conduct (Non-Academic) to streamline the processes.
- P5405 Program Suspension and Cancellation will target to come to the community this fall.
- P5401 Program Development and Credentials is beginning the two-year review cycle and forming the working group.
- 5102 Course Credits will have small changes to the examples in the document.
- A review of the Glossary of Educational Terms definitions is underway to ensure updates or changes are made to bring the list of terms up to date.

6.3. Educational Technology and Learning Design Committee – Ian Linkletter

- AI Governance – The AI Taskforce will include ETLDC into the conversation to liaise between all groups and include how Algorithmic Impact Assessments are impacted.
- The Learning Hub has introduced a new tool “Lumi” which is an extension to create quiz/exams from the course content. The ETS group is investigating these offerings.
- With the introduction of AI functionality on browsers, the Respondus lockdown browser has been introduced within the Learning Hub for quiz/exams. Integrity Advocate is another tool that monitors students – faculty have the opportunity to use one or the other. ETLDC is providing feedback on faculty resources.
- Zero Textbook Cost (ZTC) initiative received a grant that has helped grow the number of courses utilizing open education resources, instruction created, and library resources to lower student textbook expenses. A new checkbox is on course outlines with a link to assist faculty. One in three courses now utilizes ZTC. The project website zerotextbookcost.com includes more information. March 24 event “ZTC Faculty luncheon” in Townsquare A/B where a student panel will talk about textbook affordability.

7. New Business

7.1. Notice of Motion to amend the Bylaws and Standing Procedures.

This notice of motion is bringing forward small changes for review. There are edits to the composition of standing committees and edits to names to bring to current practice. Council is advised to review the changes and bring questions for discussion and voting to the next meeting. Approval will require a two-thirds vote.

Discussion:

7.1.b. Executive Standing Committee is removing the student seat. A sector scan found that BCIT is the only institute to include a designated student seat on Executive. It remains very important to BCIT to have meaningful contributions from students while ensuring their roles are not spread too thin.

8. Any Other Business – none
9. Next meeting: 6 May 2026, 2:30-4:30 @ SE40 Royal Oak Boardroom
10. Shawna adjourned the meeting at 3:52pm.