

# SHEET METAL AND ARCHITECTURAL SHEET METAL ARTICULATION COMMITTEE MEETING MINUTES

**Meeting Date:** June 22, 2021

**Location:** Online meeting hosted by Okanagan College.

**Meeting Time:** 8:30am – 1:00pm

**Committee Members:**

Bob Pascuzzi	(SMWTC)
Erich Moeller	(BCIT)
Brian Coey	(Camosun College)
Jesse Cramp	(RCABC)
Teresa Kisilevich	(SLP)
Antonio Henriques	(Okanagan College)

**Minutes taken by:** Vanessa Hunter (Okanagan College)

## **Participants:**

- **BC Institute of Technology:** Erich Moeller (SMTL Instructor)
- **Okanagan College:** Antonio Henriques (SMTL Instructor; Articulation Committee Co-chair), Teresa Kisilevich (Associate Dean of Trades, SLP)
- **Sheet Metal Workers Training Society Local 280:** Bob Pascuzzi (SMWTC program leader and chief instructor)
- **Roofing Contractors Association of BC:** Jesse Cramp (ASM Instructor)
- **Camosun College:** Brian Coey (SMTL Instructor)

## **Guests:**

- **Industry Training Authority:** Vern Webster
- **BC Campus:** Tim Carson

**Regrets:** n/a

## **ADMINISTRATION**

### **1.1 Welcome/Introductions**

- The meeting was called to order at 8:34 a.m. Antonio Henriques SMTL Instructor, Co-chair, welcomed everyone to the virtual meeting.
- No meeting in 2020 due to COVID-19.
- Administrative welcome – Teresa Kisilevich A.D. of Trades O.C, newly appointed SLP as Steve Moore retired from position last year.
- Teresa acknowledged the traditional territories
- Everyone introduced themselves.

# SHEET METAL AND ARCHITECTURAL SHEET METAL ARTICULATION COMMITTEE MEETING MINUTES

## **1.2 Review, Discussion, & Approval of proposed Articulation Agenda**

- MS/C to accept Agenda as written
- Acceptance moved: Antonio
- Seconded: Brian

## **1.3 Review, Discussion, & Approval of Previous Year's Minutes**

- MS/C to accept the minutes of last meeting, June 25, 2019.
- Approval moved: Antonio
- Seconded: Jesse

## **PRESENTATIONS**

### **2.1 ITA Report/Presentation - Vern Weber**

- Vern Weber – ITA Program Developer Officer. Vern to send out report with presentation report.
- Reporting is done differently due to virtual component.
- Skilled trades certification discussion, compulsory training by Govn't.
- Standard level exams, relaunch of exams. Waived SLE due to COVID-19. Set to relaunch for September 1, 2021.
- Harmonization progression status – level 3 April 2021, and level 4 April 2022.
- Discussion of exam development with Articulation Committee in early September, location TBD.
- Discussed IP Exam results
- ITA updates and changes.
- Question and answer period. Focus on GAP training and harmonized training.
- Articulation Committee thanked Vern for the presentation

### **2.2 BC Campus Presentation – Tim Carson**

- Tim Carson – Provincial Trades Representative, Open Education, BC Campus.
- Acknowledged the traditional territories
- BCCampus is an extension of the ministry of education.
- Open education is a freedom to use, customize, improve and redistribute educational resources without constrain. Resources that are developed for teaching, learning and research.
- Curriculum resource development update and upcoming.

# SHEET METAL AND ARCHITECTURAL SHEET METAL ARTICULATION COMMITTEE MEETING MINUTES

- Faculty have full legal right to customize and contextualize resources to fit their needs.
- Discussed licensing, six different kinds of cc (Creative Commons). The basic cc by license is:
  - BY** Attribution- copy, distribute, display, remix – as long as they give credit to whoever built it.
  - NO** No Derivative Works- Only copy, distribute, display or perform verbatim copies of your work.
  - SA** Share Alike – Others can distribute your work only under a license identical to the one you have chosen for your work.
  - NC** Non-Commercial -Others can copy, distribute, display, perform, or remix your work but for non-commercial purposes only.
- Choices for Students – Low-cost resources, Accessibility, Audio format, Hard Copies.
- Offer speedy revisions – Reviewers can submit a suggestion, which is then sent to the original author to make revisions and edits for digital documents.
- OER resources – Pressbooks guide, Self-Publishing Guide, Accessibility Toolkit, Faculty OER Toolkit.
- Recent projects – 20 projects completed across a range of disciplines and trades.
  - Math for Trades vol 2
  - Basic HVAC Electrical
  - Welding (Instructor Resource)
  - Hairstylist (Barbering)
  - Horticulture Line F (3-4)
  - Hairstylist (Hair-Colouring)
  - Piping- VR (Gas Appliances Camosun)
- Articulation Initiatives**
  - Millwright – level 1 (BCIT)
  - Sheet Metal – Level 1 (OC/Camosun)
  - Plumbing – Level 3 (ITA/BCcampus)
  - Trades Summit – Fall – Hyflex Trades Summit – virtual and face to face (recording will be made available as well)
    - An opportunity to networking, communities of practice, professional development, showcase projects.
  - Question and answer period.

Teresa: Is there a method to track usage? Tim: Yes, we do, and we have a page that allows for instructors to disclose their adoption.

# SHEET METAL AND ARCHITECTURAL SHEET METAL ARTICULATION COMMITTEE MEETING MINUTES

Teresa: Is there a quick uptake of OER resources upon release? Tim: Yes, but depends on the discipline. It does take some time for there to be an uptake.

Antonio: Opportunity for other trades to be targeted for OER? Tim: Grants are made available to the system, and we wait for people to develop something once the funding is there.

Tim: Open campus is willing to partner with public and private trainers - once it's open, its open, it's available to anybody and everybody who accesses it.

- Articulation Committee thanked Tim for the presentation

## REPORTS FROM TRAINING INSTITUTIONS

\*\* Group agreed to send their data regarding classes and apprentice numbers, new equipment, and specialty training courses to be included with minutes\*\*

### 3.1 Report from SMWTC – Bob Pascuzzi

SMWTC Report

Bob Pascuzzi Chief Instructor.

First, and most importantly, I would like to thank our entire staff for their calm and thoughtful approach to the pandemic and the hurdles we had to overcome for the last 16 months. With out their resourcefulness, professionalism, technological skills, adaptability, and caring attitude, it would have been an uphill battle all the way. They worked tirelessly for many hours outside of their normal workday and outside of their normal work conditions and asked for nothing in return. The staff as a team pulled together and were successful in delivering quality, relevant training under some adverse conditions. They did all of this with a smile on their face because they have faith. It gave our students confidence in the institute and delivery methods we were forced to use. The staff is not always recognized for the effort they make as individuals or thanked for that effort. I am extremely proud to have been a part of that team and I thank our staff and our students for a great year despite the difficulties.

Classes

2019 Total 19 classes

3 classes of 1<sup>st</sup> year . 4 classes of 2nds , 4 classes of 3rds, 4 classes of 4<sup>th</sup>'s, 1 class of ASM1, 1 class of ASM2, and 1 class of ASM3

2020 Total 12 ½ classes

# SHEET METAL AND ARCHITECTURAL SHEET METAL ARTICULATION COMMITTEE MEETING MINUTES

4 classes of 1<sup>st</sup> year , 2 classes of 2nds , 3 classes of 3rds, 1 ½ classes of 4<sup>th</sup>'s, 1 class of ASM1, and 1 class of ASM3

2021 To date Total 9 classes

3 classes of 1<sup>st</sup> year . 1 classes of 2nds , 1 classes of 3rds, 2 classes of 4<sup>th</sup>'s, 1 class of ASM2, and 1 class of ASM3

Due to Covid after the first round of classes the school shut down for a bit as we retooled to go to remote learning. Entering all quizzes into an on-line format and purchasing lap-tops to lend to each student and I-pads for each student. Restructuring drafting room and computer room to 8 students per room with monitors at each station to use as we "Teamed" our screen to theirs. Added an extra week to each program and added 1 ½ days of AutoCAD training before the class begins. Bit slower initially but I feel strongly that the investment in time in Level 1 will pay off in Level 2, 3, and 4.

Hired a couple different part-time instructors to help fill in where needed due to COVID restrictions. It also gave us a chance to screen potential future instructors as we will be hiring at least one more full time instructor later this year or early next year.

No new Machinery since the beginning of 2020. Focusing on delivery of material remotely required most of our resources of time and energy.

Purchased a building to start a 4<sup>th</sup> stream of classes. Should be open for classes at the start of the new year

Looking for machinery to place in the school

We are hoping to begin our Continuing Education Classes starting in the fall if COVID restrictions allow for this.

# SHEET METAL AND ARCHITECTURAL SHEET METAL ARTICULATION COMMITTEE MEETING MINUTES

## 3.2 Report from BCIT –Erich Moeller

### Program Report from BCIT Sheet Metal Dept.

When the Pandemic struck in March 2020 we were in the last 2 weeks of a Level 3 class. We managed to finish that class with some difficulty but we did finish.

After a re-group, re-schedule and re-tooling of the program and department we began delivering a “blended” version of the program.

We have since managed to deliver :

3 Harmonized Level 1 classes

1 Current Level 2 class

2 Harmonized Level 2 classes

2 Current Level 3 classes

1 Current Level 3 class

1 Harmonized Level 3 class

2 Current Level 4 classes

This increased number of deliveries was due to overlapping classes. While one class worked online, another was able to attend the practical portion on campus.

Although it was a less than perfect learning model, it allowed us to clear a backlog of students this past year.

The only major equipment purchase of note was a Walkie-Stacker manual forklift to assist with moving and racking sheets on pallets.

# SHEET METAL AND ARCHITECTURAL SHEET METAL ARTICULATION COMMITTEE MEETING MINUTES

## **3.3 Report from Camosun College – Brian Coey**

Camosun College Articulation Report

June 21<sup>st</sup>, 2021

Since the Covid 19 pandemic, we cancelled 3 intakes, (L1, L3 and a foundations), but always kept our L4 running (3 intakes). Since last July, we have been running split days with our classes. In most cases, we have done shop and layout on campus and all theory online. For most classes this works out to be 3hrs on campus. We have 1 class on campus in the morning and another in the afternoon so we can run 2 classes at once.

We have made up the cancelled sections and are currently running our last class before we shut down for the summer.

The biggest challenge we have faced with this model is travel time for the students. Some come from up island and drive for 1.5 hrs to and from school. This gives us a “break” in the middle of the day for everyone to get to where they need to for theory or get to the shop. We include a lunch break in this time. The way we have dealt with it is to have assignments for a portion of the day and those who travel must still get the work done by the next day.

As far as harmonization, we ran 1 Level 2 gap training and have now moved to HL2 only. We are currently running a CL3, with 5 students, which should finish up that group. We will have our first HL3 in the fall. We are scheduled to run a CL4 in the New Year, hopefully finishing that group and be 100% harmonized after February 2022.

We have had 4 IP writes (11, 11, 15, 15) since COVID began with fairly poor results (50%-60% pass rate). Our last class was an 80% pass rate.

Overall, things are going well. I think COVID has been tough on everyone and teaching even just theory online is not ideal, but has some benefits to it.

Tony and I have been working with BC Campus on textbooks and it's going great. My first book on Layout L1 is just about to be launched. It's a digital layout book with animations and step by step procedures, pretty cool stuff. We're hoping for another chunk of funding coming.

Were looking forward to being full time face to face come September.

# SHEET METAL AND ARCHITECTURAL SHEET METAL ARTICULATION COMMITTEE MEETING MINUTES

## 3.4 Report from RCABC – Jesse Cramp

### Report from RCABC

#### Training 2020 – 2021 (Sept – Aug)

RCABC ran 5 apprenticeship classes

- 2 Level 1
- 2 Level 2
- 1 Level 3
- Enrollment total 50
- CofQ completion 86%
- 3 Skill Source classes (Intro to trades)

#### Training 2021 – 2022 (Sept – Aug)

RCABC plans to run 5 apprenticeship classes

- 3 Level 1 (3x16)
- 1 Level 2 (16)
- 1 Level 3 (16)
- Registration opens next week (June 28, 2021)

#### New Equipment 2020 – 2021

- Eastwood Elite Foot operated Shrinker/Stretcher
  - TK 30 Bar folder
  - TK Manual Flanger (Easy Edger)
- 6' x 6' double sided wall mock-ups (8 total) scheduled to be built
- Aluminum & Phenolic composite panels to suit mock-ups



# SHEET METAL AND ARCHITECTURAL SHEET METAL ARTICULATION COMMITTEE MEETING MINUTES

## **3.5 Report from Okanagan College – Antonio Henriques**

Okanagan College

Articulation 2021 Institution Report

The last Articulation Committee meeting was in 2019. This institutional report will retract training at Okanagan College from June 2019 in 12-month increments.

### **June 2019 – June 2020**

For this period Okanagan College offered 2 Harmonized level 1 intakes, 2 current level 2 intakes, 2 current level 3 intakes, and 1 current level 4 intake. Classes were full with 16 students a piece, most with a waitlist. Due to the COVID 19 pandemic, a current level 3 intake with a April 2020 start date was not offered at this time, and a Harmonized level 1 intake with an early June 2020 start date was also not offered at this time.

### **June 2020 – June 2021**

For this time period Okanagan College offered 3 Harmonized level 1 intakes, 2 Harmonized Level 2 intakes with GAP training, 2 current level 3 intakes, 1 harmonized level 3 intake with GAP, and 1 current level 4 intake. Classes were at reduced capacity due to COVID 19 restrictions but were full with waitlists.

### **June 2021 – June 2022**

For this upcoming period Okanagan College has the following offerings of intakes, 1 harmonized level 1, 2 harmonized level 2 with GAP, 1 harmonized level 3 with GAP, and 2 current level 4 intakes. All Classes have a capacity of 16 students and most are currently fully enrolled and waitlisted.

### **Facilities and Equipment**

The down time due to having to reschedule some classes because of COVID 19 allowed Okanagan College to address equipment with needed and prevention maintenance. Machinery that has been acquired in the last two years is as follows, 1 Miller 252, 1 Miller 255 pulse, 2 Miller XR-Aluma Pro push & pull wire feed guns.

# SHEET METAL AND ARCHITECTURAL SHEET METAL ARTICULATION COMMITTEE MEETING MINUTES

## 4.1 Old and New Business

- **Gap B training discussion and decision.**
  - Antonio: OC offered one-week training, no practical's online or videos. From the GAP analysis we wanted 50 hours face to face.
  - Erich: concerns that students may just miss the boat to get into the next level. By offering a GAP analysis, you might not be setting the student up for success.
  - Antonio: GAP training solves the problem of being left in limbo.
  - Erich: ITA needs to decide on training. Maybe the students get sent back to level 2 which they repeat in a harmonized version.
  - Brian: Suggested that it be dealt with on a case by case basis; the student numbers won't be large. No Level 3 GAP, just harmonized. Within 50 hours is negotiable.
  - Antonio: There should be support for the stranglers prior to them going into the harmonized level 3 course.
  - Teresa: Suggests provincial level GAP training, and outline the options to do this provincially. Offered as either take additional training or have the opportunity to go back to level 2. How many employers and apprentices will be impacted by this?
  - Brian: Not too many people once Bob is completed his two classes. Do we leave the current training model as is? Or do we suggest to the ITA to let institutions decide how to run it?
  - Antonio: From an administrative point Teresa, what do you think?
  - Teresa: Suggested if approaching the ITA with this plan, that it be done as a group. The ITA they may grant funding. And then the institutions can coordinate schedules and training.
  - Erich: Brought up GAP A as an example. The approach was taken as a packaged course, allowing them to transition to a harmonized level down the road. GAP training does not need to immediately precede the course.
  - Teresa: Acknowledged worries about apprentices' who may be impacted, maybe come together as a group to decide.
  - Erich: GAP should stick to 50 hours, blended practical and theory.
  - Brian: We can discuss further in September.
  - Teresa: Approach ITA flexibility to account for training by institution.
  - Antonio: Also, to note: EI may be affected, if it is separated.
  - Antonio supports Erich's suggestion to report back to Vern with 50 hours training.

# SHEET METAL AND ARCHITECTURAL SHEET METAL ARTICULATION COMMITTEE MEETING MINUTES

- **Motion** – We move to submit the ITA 50 hours of GAP B theory and practical with the understanding that each institution will schedule as appropriate.
  - Moved: Erich
  - Seconded: Bob

*Teresa departed meeting early with regrets – 11:55 a.m.*

- Antonio voiced concerns about ITA numbers in Vern’s presentation – non-active students could be waiting out COVID-19, and noted the current boom in construction.

- **COVID struggles, solutions, and concerns.**

- **Camosun College**

Brian – We cancelled 3 classes Spring 2020, level 1, level 3, foundation class.

- Caught up on classes now, level 3 is just finishing up and then we’ll be back on track.
- Our biggest struggle is splitting classes half days, to make up for time. Incorporated travel time for travel for some students, but made it easiest for students to get in the shop.
- Allocated time for lunch, assignment work and homework, to allow for travel time between classes.
- Normal COVID-19 struggles, online learning has benefits but we’ve been making do and getting by.
- We’ve made it through, looking forward to September when we’re back face to face.

- **SMTL**

Bob – We’ve tried every combination of schedules, weekly schedules, daily schedules, split classes.

- Even having one instructor who focuses on online learning. Bounce from class to class, it’s not great, but we’re getting by. Difficulties of online learning, and using AutoCAD videos for automated drawing. Instructors recorded AutoCAD drawing that can be watched and then the students do. They can play it back at their speed, and can replay it if necessary.
- We’ll likely continue AutoCAD into post-COVID learning.  
Bob shared AutoCAD drawing/video with meeting, “Scalene and Right cone tt”. It’s recorded in Zoom, uploaded for students to playback. The basics of AutoCAD are taught in a 12-hour face to face learning with students on how to use the program, and then most of it is learn

# SHEET METAL AND ARCHITECTURAL SHEET METAL ARTICULATION COMMITTEE MEETING MINUTES

as you go. Feedback from students has been positive for the layout videos, they can watch it all the time and take it leisurely. Students can record theory lessons if they want to review again.

They plan to rebuild some videos, but will likely be able to use most videos for future use.

- **Okanagan College**

Antonio –When concerns regarding COVID really hit, we were a little behind. Our level 2 at that time, we used the direction from ITA if they were 80% complete that we should finish them off. We let them after completing a drafting final and final exam. It worked out pretty well, I felt like they were well suited to complete.

- O.C. cancelled two intakes until July but we returned in September, we had limitations to square feet in the area for physical distancing for students, limited to 8 students per class. We still had 16 students, just 2 streams wide until the end of Christmas. We remained two streams wide in January to run 10 students per class as we were able to relocate to another building.
- We had to set up Moodle pages, which was a steep learning curve, but it worked out as best as it could. We decided to do face to face for two days every week. Shop practical's and drafting on site. We included one day to finish shop practical's, and drafting review on site.
- Theory was done online. We found it was important to allocate time to review it face to face on Monday and Tuesday the things that can't be conveyed online.
- **BCIT**  
Erich- BCIT was in a similar situation, February classes were suspended, finished classes that we could.
- Resumed face to face training for practical's in June. Theory was done up front, practical was delivered afterwards. Some students liked the online model, though surveys should be sent out to students. Academically stronger students suited online model more.
- Drafting component in shop, 16 in shop with social distancing. Incorporated technology in shop to document training.
- We caught up with all the classes that we had delayed, we overlapped classes, gained some ground in respect with while delivery online, a different class was in a practical component in the shop.

# SHEET METAL AND ARCHITECTURAL SHEET METAL ARTICULATION COMMITTEE MEETING MINUTES

- August we will be back to full face classes, we may record lessons but we need to make it secure and ensure intellectual property is used in the right places.
- Delivering full face to face classes in the Fall.
- **Discussion on Return to Class**
- Antonio – Most programs will be returning to class, everyone seems to be leaning towards face to face class time. Exciting to have this behind us, and back to normal.
- Erich – Is anyone planning to continue to use the blended model in the fall?
- Brian- Likes the components of blended learning, but it has to be reviewed by Camosun, and therefore likely not.
- Bob– We are blended learning – hoping to eliminate the afternoon classes.
- Antonio- Compressed day may be online, theory will go to it. Explained theory that doesn't require much backup, white board work, stuff that is easy to teach online. Only 5-hours a week.
  
- **BCCampus**
  - Brian and Antonio worked on project together for Sheet Metal, shared that all four levels will be completed on BCCampus. Anyone is able to participate with them on this, invited the group to participate. Hoping to continue on with the project in the years to come. Shared Layout level 1 -showing animated step by step processes.
  - Limitations with kindle, iPads etc.
  - Process is in final edits with BCCampus. Pressbooks is the system used to develop the project, but it is a learning curve.
  
- **ASM Review** – Architectural Sheetmetal  
Jesse discusses the lack of aluminum composites with regards to exams, is currently looking into implementing into the course and exams.
- **Motion** - Discussion around ASM program outline and the waiting per block, updating CFQ at next Articulation Meeting
- Moved: Bob
- Seconded: Jesse

## 4.2 Election of Chairs

# SHEET METAL AND ARCHITECTURAL SHEET METAL ARTICULATION COMMITTEE MEETING MINUTES

- **Motion** – Bob moved to keep same chairs, Jesse seconded. Brian and Antonio remain Co-chairs.

## **4.3 Next Meeting:**

- Determine location and date of the Articulation Meeting 2022.
- Same time June 2022 – Okanagan College

## **MEETING ADJOURNMENT**

### **5.1 Motion to Adjourn – 12:21pm**

- Moved: Antonio
- Seconded: Bob and Erich