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# MEETING MINUTES (Approved)

## Attendees:

### COUNCIL MEMBERS:

Roger Barnsley	<i>BCCAT Co-Chair &amp; President Emeritus, Thompson Rivers University</i>
Rob Fleming	<i>BCCAT Executive Director &amp; Co-Chair</i>
Ian Cavers	<i>Associate Dean, Science, Curriculum &amp; Learning, University of British Columbia</i>
Nicole Greengoe	<i>Director, Student Services &amp; Registrar, Camosun College</i>
Jim Hamilton	<i>President, Okanagan College</i>
Julie Longo	<i>Dean of Arts, Langara College</i>
Neil Mort	<i>Director of Enrolment Services, Fairleigh Dickinson University</i>
Gordon Myers	<i>Associate Vice-President, Simon Fraser University</i>
Bill Owen	<i>Dean, Student Success Enrolment Management, University of Northern BC</i>
Graham Rodwell	<i>Chair, Psychology &amp; Social Science, Douglas College</i>
Carolyn Russell	<i>Director, Recruitment, University of Victoria</i>
Katy Sparrow	<i>Student Representative, Thompson Rivers University</i>
Ralf St. Clair	<i>Dean of Education, University of Victoria</i>
Kate Sutherland	<i>Associate Vice-President Academic &amp; Interim Vice-Provost, Open Learning, Thompson Rivers University</i>

*Regrets were received from: Sheila Hancock (Faculty Member - English, Kwantlen Polytechnic University), Verna Billy-Minnabarriet (Vice-President Academic & Strategic Partnerships, Nicola Valley Institute of Technology and IAHLA Director), Karen McCredie Registrar, Capilano University), Tami O'Meara (Counsellor, Selkirk College), and Scott Robinson (Superintendent, Vancouver School Board).*

### BCCAT STAFF MEMBERS:

Robert Adamoski	<i>Associate Director, Admissions &amp; Research</i>
John FitzGibbon	<i>Associate Director, Transfer &amp; Articulation</i>
Joanne Heslop	<i>Student Transitions Project (STP) Manager</i>
Anna Tikina	<i>Research Officer</i>
Mike Winsemann	<i>Assistant Director, Transfer &amp; Technology</i>
Valerie Yorkston	<i>Executive Assistant to the Council and Communications Coordinator</i>

*GUEST: Kate Cotie (Strategic Policy & Planning, Ministry of Advanced Education).*

*Discussion Points or Reference*

*Actions  
or Outcomes*

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## 1. Call to Order & Welcome

Roger Barnsley (Co-Chair) called the meeting to order and provided a brief outline of the day. He then introduced Katy Sparrow, the new student representative, and members introduced themselves.

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## 2. Approval of Proposed Agenda

The proposed agenda was adopted as presented.

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## 3. Approval of Minutes of the Previous Meeting (October 2, 2015)

The minutes of the October 2, 2015 meeting of Council were accepted as presented. Action items arising were addressed through the course of the day's agenda.

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## 4. BCCAT: General Business

### 4.1. Staff Report to Council on External Activities

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Rob Fleming informed members of recent correspondence related to a student complaint. He outlined the response drafted on behalf of the Council which identifies the limits of the Council's authority with respect to policies and practices of autonomous institutions. Council members agreed that the letter as outlined should be expedited, with copies to Council members.

Rob then highlighted the following:

- Considerable time has been spent in recent months on the Ministry's Common Application project initiative (COAP) and also on matters related to the Degree Quality Assessment Board (DQAB)
- There have also been a number of inter-provincial activities and projects, including follow-up from the Inter-Provincial Transfer Forum, the National Transcript Guide, PCCAT Board and conference planning, and shared transfer-related technologies across provinces.
- As well, BCCAT staff have been involved with various aspects of the K-12 to Post-Secondary Transitions project. (See item 4.4.2 below for more information.)

## 4.2. 2015-16 Projects and Activities Chart

This chart was provided as an overview of the status of projects and activities scheduled for 2015-16. Rob noted that most items are currently on target. There were no comments or questions.

### 4.2.1. BCCAT 2015-16 Activities – Infographic

This infographic was developed to offer a high-level picture of the projects and activities currently undertaken by the Council. See [bccat.ca/about/work](http://bccat.ca/about/work) for access to the PDF.

**ACTION:** Val will send out the link to the infographic to Council members.

## 4.3. 2015 BCCAT Transfer Awards

### 4.3.1. Awards Committee Debrief Session & Recommendations

The Awards Ceremony program was provided for information. Following discussions at the October 2015 meeting of Council, the Awards Committee agreed to meet for a debrief session and report to Council. A report was provided to Council, setting out the following recommendations (in summary):

- Step up communications about the awards program and encourage nominations by interacting with articulation committee members and BC post-secondary senior administrators. In addition, Awards Committee members will proactively look out for opportunities to encourage or solicit nominations as appropriate.
- Launch the awards program in March, with a deadline for nomination submission of end June 2016 (in order to align more with "articulation season").
- Schedule the awards ceremony for an appropriate time within the 2016 JAM program, rather than the evening prior. (NOTE: There were a variety of views regarding the best timing of the ceremony. It was agreed that BCCAT staff members will confer to identify the best time as fitting within JAM scheduling.

In addition, Val and Mike will strengthen the wording regarding the questions on the nomination form, and the categories outlined in the information sheet and on the web, in order to clarify key distinctions. Overall, it was agreed that the awards program continues to draw very worthy candidates, affording institutional partners the opportunity to celebrate the achievements of transfer system "champions".

- **MOTION:** To accept the recommendations of the report of the Awards Committee.

I. Cavers / J. Longo  
**CARRIED.**

## 4.4. Provincial Issues and Developments

### 4.4.1 Ministry Update

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Kate Cotie provided a brief update (for information only) regarding issues and developments currently facing the Ministry.

#### 4.4.2 Graduation Years Consultation

John FitzGibbon and Robert Adamoski provided updates regarding the new K-12 Graduation requirement:

- The Post-Secondary Institution Advisory Committee met for the first time on October 26th, 2015. There was a broad range of discussion (examples of key questions were provided for member information.)
- Jan Unwin presented at the 2015 Joint Annual Meeting on the progress of this initiative. Respondents were generally in favour of provincial assessments of literacy and numeracy with caveats and noted the implications for post-secondary education programming and most notably admissions.

The draft grade 10-12 materials for Arts, Math, Science, English, PE/Health, and Social Studies are posted on the Ministry of Education website, and articulation committee members have been invited to review and forward comments to the Ministry.

BCCAT is also preparing to undertake related research:

- Impact of K-12 Education Reform on Post-secondary Education – Proposals for this study have been reviewed, and it is expected that there will be a contract struck by early December.
- Dual Credit Success and Tracking – Expressions of interest have been received. It is expected that there will be a contract struck in December.
- Dual Credit Symposium – BCCAT is working with a SAAF sub-committee to organize this symposium, tentatively scheduled for April 22, 2016.

There was some discussion regarding the proposed Graduation Years timelines and logistics, at which point members moved the following:

- **MOTION:** That BCCAT staff will work with a small sub-committee of Council to develop a document outlining concerns and implications of the changes.

**ACTION:** Gord Myers, Kate Sutherland, and Ralf St. Clair agreed to work together with Rob Adamoski and John FitzGibbon to develop this document. The draft document will be circulated to Council members for review and approval, following which members can share the document with colleagues as they deem necessary for informational purposes.

R. St. Clair /  
N Greengoe  
**CARRIED.**

It was agreed that this document should be provided as a practical, advisory, resource.

#### 4.4.3 Common Online Application Platform (COAP)

Rob Fleming provided an update on the status of this initiative: the report of the advisory committee went to the Minister on October 19<sup>th</sup>. Three working groups were involved in informing the report and recommendations: Governance, Technology, and Business Process.

##### - Education Planning and Application Service (EPAS)

Mike Winsemann gave a demonstration of features for the proposed new EPAS site which would incorporate Apply BC functions and provide more information on the steps involved in the overall post-secondary planning experience. Mike will be meeting with a couple of student focus groups (grades 10-12) over the next few weeks to gather their feedback. This would involve a reshaping of the current EducationPlanner.ca site over time, but the first phase could potentially be launched by spring 2016. The response of the Minister was enthusiastic. Approval to move ahead to next steps and to confirm funding is pending.

**ACTION:** Mike will report back to Council at the March 2016 meeting regarding the outcomes of the student focus groups.

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Mike may also be presenting at the spring conference of the BC Confederation of Parent Advisory Councils (BCCPAC). It was also suggested that it would be helpful to gather feedback from counsellors as well. Members expressed appreciation for the work done on this proposal to date.

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## 5. Transfer & Articulation

### 5.1 Transfer & Articulation Committee (TAC)

#### 5.1.1 TAC (Next Meeting: January 29, 2016)

Ian Cavers (Committee Chair) noted that the main focus at the next meeting of the TAC will be on project planning for the 2016-17 workplan.

### 5.2 2015 Joint Annual Meeting (JAM); November 6, 2015

John FitzGibbon provided a brief update regarding this year's JAM event. He noted that 63 participants were new to JAM, indicating the high turnover rate in the system. Once again, the event was well attended – with over 150 participants, including some of our counterparts from other provincial jurisdictions. The Minister, Honourable Andrew Wilkinson, opened the event and spoke about the key developments, including the Common Application initiative and inter-provincial mobility. Mike Winsemann gave the keynote address, "The Secret of our Success: Developing Provincial and National Resources." As well, Jan Unwin and others from the MOE provided a summary of developments in the graduation years program, and time was made available for discussion and feedback. There was a panel discussion as well, "Student Viewpoints from the Advisor's Perspective." John mentioned that in previous years this event has functioned as a kind of "transfer conference". Since there are increasing opportunities to address transfer issues at other events, the next JAM may focus more on supporting articulation committee chairs and institutional contacts. Further information, including links to the presentations, are provided at [bccat.ca/articulation/jam](http://bccat.ca/articulation/jam)

### 5.3 Articulation Committees

There are now 68 articulation committees in BC. Most groups met in the spring, and a few in the fall. To date, the minutes from 56 committees have been submitted. John noted that the Indigenous Articulation Committee met for the first time and several BCCAT staff members attended. The meeting was productive, and the next one has been scheduled for June 2016.

### 5.4 TAC Projects

- The Academic Advising research report is in the process of being re-written, following discussions at the September meeting of the TAC.
- The Experiential Learning project is ongoing with Nancy Johnston and Andrea Sator conducting a focus group at JAM.
- Fiona McQuarrie was selected to undertake research into the impact of K-12 system reforms on post-secondary education.
- John recently attended a Dual Credit forum at Olds College hosted by ACAT.

### 5.5 Transfer Innovation (TI) Projects

John noted that there has been no change to the status of TI projects since the Council last met.

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## 6. Admissions

### 6.1 Admissions Committee

#### 6.1.1 Admissions Committee (Last Meeting: October 23, 2015)

Nicole Greengoe reported that this had been the last meeting for David Rees, a long-standing contributor to system discussion and initiatives in BC. The group expressed their appreciation for his contributions over the years. The meeting mainly focused on key projects, such as the International Student Survey (see item 6.2.1) and the Central Data Warehouse Transfer Data (see item 6.2.2). As well, the committee looked at how certain Admissions project may be refined under the new COAP agenda (see item 4.4.3). The committee have begun to look at potential projects and some refinements for the 2016-17 workplan.

### 6.2 Admissions Projects

#### 6.2.1 International Student Survey

Robert Adamoski gave a presentation on the key findings of this project. The survey was conducted in November and December 2014, in order to gather feedback from international students about their learning and living experiences. Results were shared with participating institutions, allowing them to better understand the experiences of their students. BCCAT coordinated the research, in collaboration with a system-wide steering committee. BC Stats administered the online survey.

Over 9,200 international students studying at 24 BC post-secondary institutions responded to the invitation to participate in the survey. Results detail how students chose to study in BC, their experience as they arrived and undertook their studies, and their plans following the completion of their program. For more information see [bccat.ca/research/iss](http://bccat.ca/research/iss)

#### 6.2.2 Central Data Warehouse (CDW) Transfer Data

Anna Tikina gave a presentation, outlining the kinds of information we are able to glean from CDW transfer data. She invited feedback from Council members. Members felt this data would indeed be useful for institutions. Suggestions for additional information to feature included:

- How many credits per student are transferred on average?
- How many/which of these transfers utilized articulation agreements?

### 6.3 Student Transitions Project (STP)

#### 6.3.1 Education Pathways of Grade 12 Graduates vs Non-Graduates

Joanne Heslop presented on this STP project which is nearing completion. For information regarding STP reports and publications, see [www.aved.gov.bc.ca/student\\_transitions/](http://www.aved.gov.bc.ca/student_transitions/)

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## 7. Research

### 7.1 Research Committee

#### 7.1.1 Research Committee (Last Meeting: November 20, 2015)

Rob Adamoski reported that this was the first meeting of the committee chaired by Kate Ross (Associate Vice-President, Enrolment Services and Registrar, UBC and former Council member). As the new Chair, Kate Ross will be attending Council meetings on an occasional basis to report on Research Committee developments. At this point, the committee are focused on projects outlined in the 2015-16 Research Plan. (See [bccat.ca/pubs/researchplan2015.pdf](http://bccat.ca/pubs/researchplan2015.pdf) for further information.)

### 7.2 Research Projects – General Update

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Rob Adamoski gave a brief update regarding the following Research Committee projects:

- Dual Admissions – This project is focused on two case studies: Douglas College and Simon Fraser University; and North Island College and the University of Victoria. It will involve surveys of students and recent graduates, as well as interviews with both staff and students.
  - Academic Credit Assessment Policies – A draft report has been received. The review of institutional policies includes definitions of academic credit and examples of existing policies.
  - The committee has requested a full proposal for research examining internal communications regarding Flexible Pre-Majors. Once approved, the contract will be drafted for case studies of at least two institutions.
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## 8. Interprovincial Issues & Developments

### 8.1 Pan-Canadian Consortium on Admissions & Transfer (PCCAT)

THE PCCAT Board are working on strategic planning with a particular focus on potential research. This is likely to lead to recommendations on a more formal role of the Canadian “CATs” in Board governance and PCCAT agenda setting.

#### *8.1.1 2016 PCCAT Conference – June 22-23, 2016; Vancouver, BC*

Planning is underway for next year’s conference which will be held at the Sheraton Wall Centre in Vancouver, BC. It will overlap with the ARUCC conference for a half day. The conference theme will be “The Case for Collaboration: Approaches and Benefits of Credit Transfer Initiatives Across Diverse Institutions, Sectors, and Jurisdictions.” Council members are encouraged to attend. It is expected that the Call for Proposals will be launched over the next few weeks. See <http://pccatweb.org/pccat/> for further details.

### 8.2 Inter-Provincial Projects and Activities

A report outlining the proceedings of the Inter-Provincial Transfer Forum (held in September 2015) is now available online at [bccat.ca/about/iptf](http://bccat.ca/about/iptf). In addition, a video providing an overview of the day has been posted. Discussions from the day are likely to lead to a national agenda for credit transfer, with work coordinated by the “CATs” and PCCAT.

### 8.3 ARUCC/PCCAT National Transcript Guide Project (Phase 2)

This web-based resource is due to be launched shortly. The focus of the project is now on developing a communications and maintenance plan. An operational committee will be established for these purposes.

### 8.4 Shared Technologies

The work continues on steps towards sharing technologies across provincial jurisdictions. The move towards sharing a common platform has necessitated the drafting of a Memorandum of Understanding between the parties involved, including BCIT which serves as the legal body overseeing BCCAT. Manitoba will be building off BCCAT business processes and technology, creating an updated TCES on a .NET platform that will be shared back to BCCAT for adoption. ACAT is currently exploring its options with regards to using BCCAT/Manitoba technologies.

### 8.5 ARUCC Information Release re Groningen Declaration

As a signatory of the Groningen Declaration, ARUCC are now moving ahead with “consultation on a Canadian model for securely exchanging digital post-secondary data.” A news release on this issue was provided for Council reference.

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## 9. Websites and Communications

### 9.1 Education Planner Advisory Committee (Last Meeting: November 20, 2015)

The minutes of this meeting were provided for information. The agenda included a demo of the proposed new EPAS website. (See item 4.4.3 for details.) One item which drew considerable discussion was the question of how to strengthen communications with the Industry Training Authority. Mike and Rob Fleming are planning on meeting with senior administrators regarding this issue.

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## 10. Other Items of Interest - The following articles were presented for information only.

- *uAlberta President calls for AB universities to lead new era in Canadian PSE* <http://academica.ca/top-ten/ualberta-president-calls-ab-universities-lead-new-era-canadian-pse>
  - *The Radical Implications of David Turpin's Installation Speech* <http://higheredstrategy.com/the-radical-implications-of-david-turpins-installation-speech/>
  - *Solving Ontario's post-secondary puzzle* <http://www.thestar.com/opinion/commentary/2015/11/15/solving-ontarios-post-secondary-puzzle.html>
  - *Admissions 101: Why getting into university is no longer all about good grades* <http://www.calgaryherald.com/news/national/admissions+getting+into+university+longer+about+good/11502687/story.html>
  - *Yukon College's Difficult Path to University Status* <http://higheredstrategy.com/yukon-colleges-difficult-path-to-university-status/>
  - *New NS website offers central portal for PSE information* <http://academica.ca/top-ten/new-ns-website-offers-central-portal-pse-information>
  - *Liberal arts degrees bridge disconnect between academia and workplace* <http://academica.ca/top-ten/liberal-arts-degrees-bridge-disconnect-between-academia-and-workplace>
  - *Fields of Study: Some International Comparisons* <http://higheredstrategy.com/fields-of-study-some-international-comparisons/>
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## 11. Any Other Business - There were no other items of business.

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## 12. Adjournment & Next Meetings:

- **Friday, March 4, 2016 (9:30am – 3:30pm)** – University of British Columbia (Vancouver, BC)
  - **Thursday, June 2, 2016 (pm) AND Friday, June 3, 2016 (am)** – BCIT Downtown Campus
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