

MEETING MINUTES *(Approved by Council)*

Attendees:

COUNCIL MEMBERS:

BARNESLEY, Roger	<i>BCCAT Co-Chair & President Emeritus, Thompson Rivers University</i>
FLEMING, Rob	<i>BCCAT Executive Director & Co-Chair</i>
BILLY-MINNABARRIET	<i>Vice-President Academic & Strategic Partnerships, Nicola Valley Institute of Technology and IAHLA Director</i>
CAVERS, Ian	<i>Associate Dean of Science Academic, University of British Columbia</i>
GREENGOE, Nicole	<i>Registrar, University of Victoria</i>
LONGO, Julie	<i>Dean of Arts, Langara College</i>
McCredie, Karen	<i>Registrar, Capilano University</i>
MORT, Neil	<i>Director of Enrolment Services, Fairleigh Dickinson University</i>
MYERS, Gordon	<i>Associate Vice-President, Simon Fraser University</i>
O'MEARA, Tami	<i>Counsellor, Selkirk College</i>
OWEN, Bill	<i>Dean, Student Success Enrolment Management, University of Northern BC</i>
RODWELL, Graham	<i>Chair, Psychology & Social Science, Douglas College</i>
RUSSELL, Carolyn	<i>Director, Recruitment, University of Victoria</i>
ST. CLAIR, Ralf	<i>Dean of Education, University of Victoria</i>
SUTHERLAND, Kate	<i>Faculty Member, Thompson Rivers University</i>

Regrets were received from: Sheila Hancock (Faculty Member - English, Kwantlen Polytechnic University), Jim Hamilton (President, Okanagan College), Scott Robinson (Superintendent, Vancouver School Board, Katy Sparrow (Student Representative, Thompson Rivers University).

BCCAT STAFF MEMBERS:

ADAMOSKI, Robert	<i>Director, Admissions & Research</i>
ERSKINE, Ruth	<i>Committee Coordinator</i>
FITZGIBBON, John	<i>Director, Transfer & Articulation</i>
HESLOP, Joanne	<i>Student Transitions Project (STP) Manager</i>
TIKINA, Anna	<i>Research Officer</i>
WINSEMANN, Mike	<i>Director, Information Technology</i>
YORKSTON, Valerie	<i>Executive Assistant to the Council and Communications Coordinator</i>

GUESTS: *Kate Cotie (Strategic Policy & Planning, Ministry of Advanced Education) and John Stubbs, Vice-Chair, Degree Quality Assessment Board (DQAB)*

NEXT MEETINGS (2016-17):

- **Friday, October 7, 2016** – BCIT, Vancouver
- **Friday, December 2, 2016** – Douglas College, New Westminster
- **Friday, March 3, 2017** – Royal Roads University, Victoria
- **Thursday, June 1 (pm) & Friday, June 2 (am)** – BCIT Vancouver

1. Call to Order & Welcome

Roger Barnsley (Chair) called the meeting to order and briefly reviewed the meeting schedule. On behalf of the Council, Roger expressed appreciation for the contributions of the following Council members who will be completing their terms as members this year: Jim Hamilton, Neil Mort, Graham Rodwell, Sheila Hancock, and Katy Sparrow. As well, members were asked to consider who they might recommend to stand as the new student representative for the Council.

2. Approval of Proposed Agenda

The proposed agenda was adopted as presented.

3. Approval of Minutes of the Previous Meeting (March 4, 2016)

The minutes of the March 4, 2016 meeting of Council were accepted as presented. Action items arising were to be addressed through the course of the day's agenda.

4. BCCAT: General Business

Rob Fleming (Co-Chair) provided staff updates and information regarding expense claim processes leading up to the end of this fiscal year.

4.1. Staff Report to Council on External Activities

Rob referred members to the staff report, noting that considerable staff time has been dedicated to the Ministry-led projects, such as EducationPlannerBC.ca (EPBC), articulation committees, DQAB, data management issues and the development of the proposed workplan for 2016-17. As well, staff members have been busy working on a variety of inter-provincial initiatives. Many of these items will be addressed throughout the day.

ACTION: Council members have asked that BCCAT staff to consider how best to simplify the format of the staff report to improve its readability and usefulness. Members also asked that the projects chart include items which emerge throughout the year despite not being part of the original workplan.

4.2. 2015-16 Projects and Activities Chart

This chart was provided as a final overview of the status of 2015-16 projects and activities by year end. Rob noted that most items are currently on target. This chart, and an overview of 2015-16 publications and resources will be provided at bccat.ca/about/annual_review, alongside the 2015-16 Annual Review.

4.3. Provincial Issues and Developments

4.3.1 Ministry Update

Kate Cotie provided a brief update (for information only) regarding issues and developments currently facing the Ministry. Among other issues, she touched on the Private Training Act currently in process, and institutional policies for addressing sexual violence.

4.3.2 Quality Assurance Process Audit (QAPA)

John Stubbs, Vice-Chair, Degree Quality Assessment Board (DQAB), and Rob Fleming gave a joint presentation on the pilot process developed for periodic review of institutional program approval and review processes. Members were referred to the Terms of Reference for the new standing committee and framework documents. The committee, comprised of DQAB and senior public post-secondary leaders across sectors, will oversee a pilot project throughout 2017 with the goal of refining the ongoing process overseen by the DQAB

4.3.3 Graduation Years Consultation

Kate Sutherland, Nicole Greengoe, and Ralf St. Clair commented on the proceedings at the Post-Secondary Institution Advisory Committee held on April 25, 2016. There remains a lack of clarity as to what problems the proposed changes are meant to address. There was agreement at the meeting that communications with key stakeholders needs to be improved, and it was suggested that this was an appropriate role for institutions and institutional associations. Assessment processes are also a major topic of discussion. (See item 5.3.3 below regarding a related BCCAT research project.)

5. Provincial Issues and Developments

5.1. Transfer and Articulation Committee (TAC)

5.1.1 Transfer and Articulation Committee (Last Meeting: May 20, 2016)

Ian Cavers provided a brief overview of discussions at the last meeting of the TAC. A major topic of discussion was the issues surrounding the proposed changes to secondary school graduation requirements. The Committee also discussed strengthening the process for commissioning and overseeing Transfer Innovation (TI) and research projects.

5.1.2 Columbia Bible College BTA with UFV

Another key item of discussion at the TAC was the development of a Block Transfer Agreement between Columbia Bible College (General Studies Diploma) and the University of the Fraser Valley (Bachelor of General Studies Degree). This agreement is the first of its kind under the new BCCAT policy, "Listing of Transfer Agreements with Non-Member Institutions in the BC Transfer Guide" (Policy 3.B.2).

➤ **MOTIONS:** To approve (a) listing in the BC Transfer Guide the Block Transfer Agreement developed between Columbia Bible College (General Studies Diploma) and the University of the Fraser Valley (Bachelor of General Studies Degree), and (b) the request of the Transfer and Articulation Committee that Council delegate to the TAC decision-making authority regarding the inclusion of Block Transfer Agreements under the Non-Members Policy (3.B.2).

I. Cavers / G. Rodwell
CARRIED.

5.2 Articulation Committees

5.2.1 Articulation Committees Update

Ruth Erskine reported that we have received meeting minutes from 41/68 articulation committees for this year, and all of the minutes from the previous year. Coordination of the committees this year was considerably stronger due to a more strategic approach:

- Communicating with members in January offering to assist with meeting planning
- Reminders of dates/locations of meetings
- Offering related resources, documents and templates and suggestions for activities
- Inviting suggestions for representation and TI/project proposals
- Providing key info in a spring update (newsletter).

BCCAT staff members attended 38 articulation committee meetings this year and it was noted that there was strong attendance throughout the committees. John FitzGibbon prepared a summary of the major themes raised at committee meetings this year for TAC and briefly reviewed them for Council. Members noted that the issues outlined (indigenization, K-12 curriculum changes, international students, etc.) may be appropriate to focus on at future discussion forum events.

ACTION: The Articulation Committees Themes document will be presented to the Council at the October 2016 meeting.

5.2.2 2016 JAM Update

The 2016 JAM event will take place on Thursday, November 10, 2016 at the Westin Wall Centre Airport Hotel in Richmond. Development of the program is currently underway. The Honourable Andrew Wilkinson, Minister of Advanced Education, has confirmed that he will be opening the event. As well,

we will be scheduling the BCCAT Transfer Awards ceremony for the lunchtime session. For details, check bccat.ca/articulation/jam

5.3 TAC Projects

A prioritized list of potential projects for 2016-17 was provided for reference. Council members noted that the projects listed would all be valuable and useful to the system.

5.3.1 *Dual Credit Forum*

This event, “Building Our Dual Credit Future: Strengthening Transitions and Student Success,” took place on April 22, and was attended by representatives from 21 institutions and 17 school districts. A report of the proceedings has been forwarded to SAAF for their review and approval, and will be made available on the website when finalized. See bccat.ca/about/dual for more information.

5.3.2 *Experiential Learning*

John reported that the final report for this project is expected to be approved at the September 23 TAC meeting. It has occasioned considerable interest across the system and Nancy Johnston and Andrea Sato did presentations on the topic to the English and Political Science articulation committees.

5.3.3 *Impact of K-12 on PSE*

John FitzGibbon informed members that Fiona McQuarrie (Associate Professor, Organizational Studies at the University of Fraser Valley, and former Special Projects Coordinator at BCCAT), is overseeing a project looking at implications of high school curricular changes on post-secondary education (in other jurisdictions). The paper is expected to be completed over the summer, and likely to be presented to Council at the October 2016 meeting.

5.4 Transfer Innovation (TI) Project Updates

John FitzGibbon provided an update on the status of new and ongoing TI projects. John also noted that articulation committees have shown recent interest in submitting TI project proposals.

6. Admissions

6.1 Admissions Committee

6.1.1 *Admissions Committee (Last Meeting: April 8, 2016)*

This meeting focused primarily on projects in process and those proposed for the 2016-17 workplan.

6.2 Admissions Projects

6.2.1 *Indicators of Preparedness for Mature Students*

Anna Tikina provided a brief overview of this recently completed project. The report describes key project findings on issues such as English Language Proficiency, work/life balance with post-secondary education, and student success. The report also provides suggestions on how to help mature students through admissions processes.

ACTION: It is expected that this report will be ready for presentation to the Council in the fall.

6.2.2 *Availability of Applicant Data in Various Admissions Process*

Robert Adamoski described how the new developments regarding Education Planner BC have changed the focus of this project. The project reviews whether, and in what manner applicant data is captured and shared in jurisdictions with common application services. The BCRA is providing advice for the project through a working group. It is anticipated that the resulting paper will be a useful reference for EPBC Committees.

6.2.3 *Increasing Availability of Transfer Data*

Anna Tikina gave a brief demo of the features of QLIK software to present data on credit transfer. There is great interest from articulation committees who see the potential to quantify how their agreements are supporting students... John FitzGibbon reported that five articulation committees

recently passed motions to request a QLIK demo for their purposes. Currently, data is accessed by BCCAT staff under a research agreement and our ability to share it is limited. We continue to work with the CDW and contributing institutions to make the data more freely available.

6.2.4 Exploring Dual Credit Student Progression and Academic Success

This project builds on a recent BCCAT report on dual credit. It aims to assess the effectiveness of dual credit programs through a quantitative case study of dual credit students' success in the South Island Partnership. It also looks at opportunities and barriers for doing similar studies in other BC regions. Robert Adamoski reported on a few highlights of the findings in the draft report.

6.3 Student Transitions Project (STP)

6.3.1 STP Update

Joanne Heslop provided a brief overview of findings from recently completed and current STP projects. For further information regarding STP reports and publications, see www.aved.gov.bc.ca/student_transitions/

7. Research

7.1 Research Committee

7.1.1 Research Committee (Last Meeting: May 13, 2016)

That primary focus at this Research Committee meeting was to review current projects, and finalize planning for 2016-17. There was also review and discussion regarding how to maintain the quality of BCCAT research processes.

7.2 Research Projects

7.2.1 Associate Degree Data Sources

This review stemmed from a recommendation coming out of the provincial associate degree review to develop metrics for monitoring the utility of BC's associate degrees. The resulting paper has been made available as a resource for institutions.

7.2.2 Academic Credit

This project was proposed as a survey of practices based on the observation that institutions appear to assign credit in different ways. The report recommends that it is important to understand the consequences of different definitions of academic credit, and the potential value of making those processes more explicit. The report is due for publication shortly.

7.2.3 Dual Admissions

This project and related customized reports for the four institutions that are involved in the case-study are in process. Preliminary results indicate issues in infrastructure, communication, data tracking and sharing. The paper is also designed as a reference for other institutions that might be contemplating dual admission partnerships.

7.2.2 Contemporary Issues in Student Mobility Projects

Anna Tikina gave a brief overview of current projects (Indigenous Persistence and Flexible Pre-Majors) and the forthcoming CFPs for new projects to be issued shortly.

8. Interprovincial Issues & Developments

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

The PCCAT Board are focused on developing a strategic plan which will take into consideration the scope of PCCAT's work (e.g., research, resources, policy suggestions) and how it should connect with provincial

bodies. Consideration is being given to proposing a more formal role for provincial CATs in PCCAT priority and initiative setting to enhance transfer and mobility in Canada.

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

The 2016 PCCAT Conference will be held at the Sheraton Wall Centre in Vancouver, and registration to date suggests we may see the highest attendance yet. This is a valuable opportunity to connect and share with others involved in the work of transfer across Canada. See <http://pccatweb.org/pccat/> for further details.

8.2 National Transcript Guide Project

The new National Transcript Guide was launched in February. (See <http://guide.pccat.arucc.ca/en/>)

The next step is setting up a working group to take responsibility for updating the Guide. Rob Fleming closed by noting that this project was completed under budget. Those monies will be used for future work, software license fees, communications, etc.

8.3 Shared Technologies

Rob reported that agreements for sharing the new Transfer Credit Evaluation System technology developed by Campus Manitoba (CMB) have been finalized between Campus Manitoba / Brandon University and BCCAT / BCIT. ACAT is currently working through similar arrangements with CMB in keeping with established terms.

9. Websites and Communications

9.1 EPBC Initiative Governance and Timelines

[NOTE: Due to a shortage of time, items 9.1 & 9.2 were addressed the following day, on June 3, 2016.]

Following a motion at the March 2016 Council meeting to discontinue the Education Planner Advisory Committee, a letter of appreciation was sent out to members of the committee on behalf of the Council. Rob Fleming referred members to a chart outlining the governance structure of the Ministry and Sector-led EPBC Initiative and outlined the mandates of various committees and the involvement of BCCAT staff.

9.2 EducationPlannerBC (EPBC)

Mike Winsemann gave a brief demo of the new, expanded features on the EducationPlannerBC.ca site. The new site was due for launching shortly. Members congratulated Mike on his leadership regarding these developments.

9.2 Creative Commons vs Copyright Issue

There was nothing to report on this issue as it is pending the results of our discussions with BCIT regarding preferred practices. .

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

- **FEATURE ARTICLE: Starting at college a smart move for BC students**
<http://vancouver.sun.com/news/local-news/starting-at-college-a-smart-move-for-b-c-students>
- Selkirk partners with Suriname tech school to develop, enhance geriatric nursing practices
<http://academica.ca/top-ten/selkirk-partners-suriname-tech-school-develop-enhance-geriatric-nursing-practices>
- Fleming, Royal Roads offer new diploma-to-degree pathways
<http://academica.ca/top-ten/fleming-royal-roads-offer-new-diploma-degree-pathways>
- Fleming, UBC produce new diploma-to-degree program to meet industry need for multi-skilled graduates
<http://academica.ca/top-ten/fleming-ubc-produce-new-diploma-degree-program-meet-industry-need-multi-skilled-graduates>
- SFU establishes university-wide strategy to address Canada's innovation gap
<http://academica.ca/top-ten/sfu-establishes-university-wide-strategy-address-canada%E2%80%99s-innovation-gap>
- PSE institutions must do more to align grads with labour market, writes Conference Board
<http://academica.ca/top-ten/pse-institutions-must-do-more-align-grads-labour-market-writes-conference-board>
- The importance of becoming "global citizens" through study abroad
<http://academica.ca/top-ten/importance-becoming-%E2%80%9Cglobal-citizens%E2%80%9D-through-study-abroad>
- Experiential learning is the key to more agile grads, writes RBC CEO
<http://academica.ca/top-ten/experiential-learning-key-more-agile-grads-writes-rbc-ceo>
- BC creates 754 new seats for in-demand trades training
<http://academica.ca/top-ten/bc-creates-754-new-seats-demand-trades-training>
- Canada announces \$1 M to support Indigenous youth in trades
<http://academica.ca/top-ten/canada-announces-1-m-support-indigenous-youth-trades>
- BCcampus to begin province-wide indigenization process for higher ed
<http://academica.ca/top-ten/bccampus-begin-province-wide-indigenization-process-higher-ed>
- Credit transfers must keep up with growth of non-traditional PSE pathways
<http://academica.ca/top-ten/credit-transfers-must-keep-growth-non-traditional-pse-pathways>
- How Canadian universities are moving to "Indigenize" the academy
<http://academica.ca/top-ten/how-canadian-universities-are-moving-%E2%80%9Cindigenize%E2%80%9D-academy>
- Canada should "be doing everything it can" to court international students for immigration, says minister
<http://academica.ca/top-ten/canada-should-%E2%80%9Cbe-doing-everything-it-can%E2%80%9D-court-international-students-immigration-says>
- Educational and vocational career paths no longer a straight line, experts say
<http://academica.ca/top-ten/educational-and-vocational-career-paths-no-longer-straight-line-experts-say>
- Free tuition does not mean zero overall cost, says ON premier
<http://academica.ca/top-ten/free-tuition-does-not-mean-zero-overall-cost-says-premier>
- BC must reform leadership appointment process, write CUFA BC executives
<http://academica.ca/top-ten/bc-must-reform-leadership-appointment-process-write-cufa-bc-executives>
- Universities need to change to accommodate more indigenous students
<http://academica.ca/top-ten/universities-need-change-accommodate-more-indigenous-students>
- Yukon enters BC Association of Institutes and Universities
<http://academica.ca/top-ten/yukon-enters-bc-association-institutes-and-universities>
- Educators call on BC government to reverse cuts to adult ed
<http://www.vancouver.sun.com/news/educators+call+government+reverse+cuts+adult/11353616/story.html>
- Canada joins network to improve the international exchange of student data
<http://www.universityaffairs.ca/news/news-article/canada-joins-network-to-improve-the-international-exchange-of-student-data/>
- First-Time Graduates and Graduates with Prior Awards <https://nscresearchcenter.org/undergraduatedegreeearners-2014-15/>
- We need student-ready PSE more than PSE-ready students
<http://academica.ca/top-ten/we-need-student-ready-pse-more-pse-ready-students>
- Innovation to Watch at the University of Sydney <http://higherstrategy.com/innovation-to-watch-at-the-university-of-sydney/>

11. Any Other Business & Adjournment - There were no other items of business.

<p>A. Welcome and Opening Remarks</p> <p>The Co-chair called the meeting to order and reviewed the agenda.</p>	
<p>B. 2015-16 Annual Review</p> <p>Rob Fleming and Valerie Yorkston presented the <i>2015-16 Annual Review: Supporting Post-Secondary Student Journeys</i>. This report focuses on the different ways that BCCAT has worked throughout the year to support post-secondary students at key stages throughout their educational pathways. In particular, it presents highlights on the developments regarding EducationPlannerBC.ca. A related infographic will be posted, along with the Annual Review at www.bccat.bca/about/annualreview after the report has been submitted to the Ministry.</p> <p>Rob expressed his appreciation to BCCAT staff and system partners for their contributions to BCCAT’s accomplishments this past year, and he thanked Val Yorkston for her great work on this year’s Annual Review.</p> <p>➤ MOTION: To accept the 2015-16 Annual Review: Supporting Post-Secondary Student Journeys</p>	<p>ACTION: Based on feedback from members, the draft report will be revised to include student mobility stats. These will also be featured in the infographic.</p> <p>T. O’Meara / K. Sutherland CARRIED.</p>
<p>C. 2015-16 Budget Plan vs. Actual Expenditures</p> <p>Rob Fleming reviewed the actual expenditures for 2015-16. He noted that we came in under budget as a result of lower than anticipated operating expenses in several areas, such as for photocopying, travel, printing, and facilities leasing. He also noted the importance of cautious budgeting to ensure enough contingency to cover unanticipated increases in expenditures that may arise.</p> <p>➤ MOTION: To accept and approve the 2015-16 breakdown of actual operational expenditures in relation to the budget plan.</p>	<p>I. Cavers / N. Mort CARRIED.</p>
<p>D. 2016-17 Proposed Budget & Work Plan</p> <p>a) Overview & Proposed Operating Budget</p> <p>Members were referred to the Letter of Expectation from the Ministry confirming the approved budget for the coming year.</p> <p>Rob also noted correspondence related to funding for EPBC developments (which are t under the oversight of the EPBC Steering Committee and Ministry of Advanced Education).</p> <p>Rob Fleming noted the expectation that the work of Council continue to be carried out in alignment with the Ministry’s framework of accountability.</p> <p>b) Proposed Work Plan</p> <p>BCCAT staff members walked through the proposed 2016-17 Work Plan. These are a few of the key points raised throughout:</p> <ul style="list-style-type: none"> • Admissions: Admissions research projects will focus on identifying successful admissions policies and processes, and support the province’s registrars in their discussion of gender declaration in the admissions process. <ul style="list-style-type: none"> ○ The issue of gender nomenclature drew some discussion – some noted the implications for a common application service, and that this issue relates to the 	

entire system, not just to institutions. One member pointed out the importance of identifying non-dominant genders in order to support and prevent individuals from being marginalized.

- **Research:** Research on student mobility patterns and student experiences allows Council to better understand student demand, and to ensure the effectiveness of the BC Transfer System.
 - One member enquired about a project which had been discussed last year – looking into the possibility of creating a provincial credit bank. Rob Fleming confirmed that BCCAT has been exploring that but it would involve sharing data across the system.
 - Another member asked about approaching research universities; the value for institutions and for the system as a whole.
- **Transfer and Articulation:** Main themes this year will include ongoing support for transfer innovation projects, coordinating transfer system activities, and increasing our understanding of transfer through carrying out research across BC and elsewhere.
 - The Joint Annual Meeting is designed to be a system-focused event, but also could be an important opportunity to work together with the secondary system regarding graduation requirement changes (and possibly also a key subject for another discussion forum).
 - The new take-up of the QLIK application is likely to be very useful for articulation committees. Amongst other committees, Engineering has expressed an interest in exploring issues such as student success for that discipline.
- **Collaboration:** BCCAT will continue to facilitate development of practices that strengthen post-secondary access, credit transfer, credential recognition, and quality assurance within and across provincial jurisdictions.
- **Information Technology:** Key projects this year will include the ongoing development of EPBC and the development of the new Transfer Credit System using Campus Manitoba's new platform technology.
- **Marketing and Communications:** This year, we will continue to seek ways to improve our corporate communications. Also, due to developments to EPBC, this will be the first year that the BCTransferGuide.ca will be featured solely for a 2-year transit ad campaign. A similar campaign for EPBC will also run for that period; both are expected to launch in fall 2016.

- **MOTION:** To approve the proposed 2016-17 Budget and Work Plan as presented or amended.

I. Cavers / N. Mort
CARRIED.

In closing, members also put forward the following motion:

- **MOTION:** To recognize the outgoing Council members (Ian Cavers, Jim Hamilton, Sheila Hancock, Neil Mort, Graham Rodwell, and Katy Sparrow) for their contributions and exemplary service.

K. McCredie / B. Owen
CARRIED.

ACTION: Letters of Appreciation will be sent to all outgoing members on behalf of the Council.

E. Next Meetings & Final Adjournment