

MEETING MINUTES *(APPROVED BY COUNCIL)*

Attendees:

COUNCIL MEMBERS:

DAVIS, Eric	Provost and Vice-President Academic, University of the Fraser Valley
DENTON, Kathy	President & CEO, Douglas College
DICK, Brian	Professor and Chair, Engineering, Vancouver Island University
FERNANDEZ, Darran	Associate Registrar & Director, Student Support & Advising, Enrolment Services, University of British Columbia
FLEMING, Rob	BCCAT Executive Director (Co-Chair)
GREENGOE, Nicole	Registrar, University of Victoria
HAMILTON, Jim	President, Okanagan College University (Co-chair)
HEMANI, Rummana Khan	Registrar, Simon Fraser University
LONGO, Julie	Program Review Facilitator/Instructor, Langara College
MCCREDIE, Karen	Registrar, Capilano University
MCCULLOUGH, Lisa	Superintendent of Schools (CEO), School District No. 48 (Sea to Sky)
O'MEARA, Tami	Dept. Head, Student Access and Support and Counsellor, Selkirk College
OWEN, Bill	Vice-President Student Recruitment, University of Northern BC
RUSSELL, Carolyn	Director of Recruitment, University of Victoria
ST. CLAIR, Ralf	Dean of Education, University of Victoria

REGRETS: Verna Billy-Minnabarriet (Vice-President Academic & Strategic Partnerships, Nicola Valley Institute of Technology) and Elizabeth McCausland (English Instructor, Douglas College)

STAFF MEMBERS:

ADAMOSKI, Robert	Director, Research & Admissions
FITZGIBBON, John	Director, Transfer & Articulation
HESLOP, Joanne	Student Transitions Project (STP) Manager
JACINTO, Daniel	CO-OP Student/Project Assistant
TIKINA, Anna	Research Officer
WINSEMANN, Mike	Director, Information Technology
YORKSTON, Valerie	Executive Assistant to the Council and Communications Coordinator

GUESTS:

MINISTRY: Kate Cotie, Director, Strategic Policy & Initiatives, Governance, Quality Assurance and Strategic Policy Branch
UVIC: Jim Dundson (Associate VP, Student Affairs), Tony Eder (Executive Director, Academic Resource Planning), and Wendy Taylor (Associate Registrar).

NOTES:

- At the start of the meeting, Jim Dundson provided a welcome and introduction.
- At lunch, we were joined by a few individuals from UVic and just following lunch we were given a brief tour of the campus.
- A glossary of acronyms used in this document (or normally used in Council minutes) is provided on page 7.
A list is also available at www.bccat.ca/pubs/CommonAcronyms.pdf

*Actions
or Outcomes*

1. CALL TO ORDER & WELCOME

1.1 Welcome and Introductions

Jim Dundson opened by acknowledging the Indigenous site and people. He then welcomed the Council to the University of Victoria campus and gave a brief introduction about current developments.

ACTION: A letter of thanks will be forwarded to Christa, with a copy to the Minister.

1.2 Council Membership & Staff Developments

Rob Fleming reported that Christa Ovenell has stepped down from the Council due to leaving the sector. In addition to filling her vacancy and others due in 2018, we are looking for potential students to stand for nomination.

Members were invited to provide recommendations for potential student representatives by contacting Rob or Val.

Rob closed with a few words about John FitzGibbon who is due to retire by the end of the year. He spoke of John's professional and valuable contributions over his seven years with the staff team. All agreed that we wish him well as he approaches this next phase in life. An event celebrating John has been scheduled for December 7th. *(See item 11 for extended comments and a formal motion of Council.)*

Following John's leaving, Meg Stainsby, who has had the role of Dean of Language, Literature, and Performing Arts at Douglas College for the past seven years, will be stepping into the position of Director, Transfer and Articulation at BCCAT in January 2018. Rob expressed a warm welcome for Meg *(in absentia)*. (See www.bccat.ca/about/meg for further information.)

2. ADOPTION OF PROPOSED AGENDA

- **MOTION:** *To adopt the proposed agenda as presented.*

*D. Fernandez
N. Greengoe
**CARRIED
UNANIMOUSLY.***

3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

- **MOTION:** *To approve the October 2017 Council minutes as presented.*

*T. O'Meara
R. St. Clair
**CARRIED
UNANIMOUSLY.***

4. COUNCIL BUSINESS

4.1. Provincial Issues and Developments

4.1.1. Ministry Update

Kate Cotie gave a brief update regarding current developments at the Ministry, including the initiative regarding supporting access for former youth in care and Indigenous students, public education and awareness regarding the legalization of cannabis, and a review of board appointments.

4.1.2. "Former Youth in Care" Post-Secondary Forum

Several Council members had participated in this forum hosted by UVic on the day before the Council meeting. They reported that the discussions had been enlightening, powerful, and transformational for those present. One key issue raised was the vital function of language on perceptions and interactions. For this reason, the term "Former Youth in Care" was reconceived as "students with lived experience in care." At the event, students spoke from their personal experiences. The Ministers of Children and Families, and from Advanced Education, Skills and Training also spoke. Council members who had participated noted:

- The remarkably non-linear nature of the students' experiences (starting study, stopping out, etc.) and that mobility is key for these students. This also serves as a reminder that speed to completion for studies is not always a marker of success.
- The waiver of tuition fees is just the start of support for these students; there is much more to do. Institutions need to identify these students and develop a range of supports focusing on a wide variety of basic needs.

ACTION: *Nicole Greengoe agreed to circulate the report on the proceedings once it has been finalized.*

ACTION: *In Council documents and communications, we will aim to use "person first" language to address the issues identified in these discussions.*

4.1.3. Learning Modernization / K-12 Changes Updates

Nicole Greengoe reported on discussions at the K-12 Implementation Forum – The Post-Secondary Context which was held on November 29, 2017. It included VP Academics, Registrars, K-12 superintendents, and Ministry representatives. Participants noted the constructive and reassuring nature of the discussions which helped to identify the complexity of issues (e.g. large institutions facing different admissions challenges than smaller ones). This seemed to help participants move beyond intricate admissions issues and onto larger questions ("What kind of students are coming to post-secondary education?", and "How do we grapple with these changes while staying competitive and supporting students?"). Presentation materials are expected to be available shortly.

4.2. Staff Report to Council on External Activities

The Staff Report was provided for information. Rob reported that considerable staff time and resources have been focused on the Ministry's EducationPlannerBC project, meetings with post-secondary sector groups and deans, the Degree Quality Assessment Board, organizing the Joint Annual Meeting (JAM), and facilitating discussion regarding the K-12 Learning Modernization Implementation.

4.3. 2017-18 Projects and Activities Chart

The Project and Activities Chart was provided for information. Rob noted that most items were on track, with a few being carried over as planned.

4.4. Policy Revisions

Two recently revised policies (following decisions made at the previous Council meeting), 1C: BCCAT Policy Guidelines, and 3A: Membership in the BC Transfer System were provided for information. Policy 3B2: Listing of Transfer Agreements with Non-Member Institutions in the BC Transfer Guide, is undergoing further edits in order to streamline it. The final version will go first to the TAC in January 2018 before it is brought to the Council in March. At that time, we will also present revisions to the current Logo policy (likely to be reframed an administrative procedure document).

Since the template for the Letter of Assurance related to BC Transfer System membership has undergone revisions, we have received the newly signed versions from private and out-of-province institutional members.

ACTION: Present Policy 3B2 to the TAC, and bring the finalized version to the Council at the March 2018 meeting, along with the proposed changes to the current BCCAT Logo policy document.

4.5. Yorkville University Application

At the previous meeting of Council, it was decided that the decision to vote on approving this application should be tabled, pending confirmation of PLAR process and policy, and formal correspondence from the DQAB affirming that their degree approval conditions have been met. We are still awaiting documentation.

ACTION: Bring forward this item when the outstanding information has been received.

5. TRANSFER & ARTICULATION

The TAC has not met since the last Council meeting, so there was little to report. The most important development is the planned changeover from John to Meg Stainsby in the role of Director, Transfer & Articulation, as of January 2018. (See item. 1.2 above.) John FitzGibbon noted that, given Meg's skills and experience, she will be well placed to take on this role.

5.1. Joint Annual Meeting – Nov. 17, 2017

A summary providing an overview of the 2017 Joint Annual Meeting was provided for information. All in all, the event was well attended (152 participants). And there was good engagement throughout the day. In particular, the panel discussion, "Indigenization in the BC Post-Secondary System", stimulated thoughtful discussion. (Rob Fleming expressed his thanks to Verna Billy-Minnabarriet for overseeing the panel, and to the panellists as well for their participation.) The presentations have been uploaded to the website, and we are gathering feedback through an online survey. The event continues to present an important opportunity for post-secondary partners to connect and share, and to underscore the value of maintaining a "system-oriented" focus in matters of transfer and articulation. See www.bccat.ca/articulation/jam for further details.

6. ADMISSIONS

6.1. Admissions Committee – Last Meeting (October 20, 2017)

Karen McCredie (Committee Chair) gave a brief summary of the discussions at the last Admissions Committee meeting. She noted that Andrew Arida is now stepping down, following three terms as a member. Developments regarding two key projects are outlined below.

6.2. Admissions Projects

6.2.1. Admissions Policies and Practices for Underrepresented Students

This project is currently ahead of schedule. Review of literature and websites (of admissions policies and practices) is now complete. The next step will be approaching institutional research offices for data regarding these student groups and interviewing admissions offices.

6.2.2. Admission of High School Non-Graduates to BC Post-Secondary

This study began with research regarding the admission of mature students and grew to a wider look at all non-graduates, since the admission issues appear to relate more to challenges faced by non-graduates than to high school grades. This project is also ahead of schedule, having focused on CDW and Student Outcomes data, and data from other jurisdictions to compare. At this stage, a consultation with BC registrars is underway, looking at policies and practices.

PRESENTATION: Student Transitions Project (STP) - Recent Student Mobility Research

Joanne Heslop, STP Manager

7. RESEARCH

7.1. Research Committee (Last Meeting: Nov. 24, 2017)

Bill Owen (Committee Chair) provided an overview of discussion at the last Research Committee meeting. Key projects are outlined below. In particular, he noted that we will be issuing a renewed Call for Proposals for Contemporary Issues in Post-Secondary Education. (See www.bccat.ca/research/call for details.)

ACTION: Council members were encouraged to spread the word regarding this CFP.

7.2. Research Plan Refresh

Robert Adamoski noted that BCCAT's Research Plan (see www.bccat.ca/research/plan) is updated and published each year to keep system partners apprised of current research projects as well as longer-term project ideas for potential consideration down the road. These projects arise from discussions across BCCAT's committees and with key institutional contacts and sector groups.

This is an appropriate juncture to re-evaluate the longer-term research themes initially developed about 5 years ago. With this in mind, we will proceed with refreshing the research plan to identify which themes may no longer be relevant, and whether there are new, emerging ones which should be incorporated.

ACTION: The draft revisions to the Research Plan will be presented to the Council in March 2018 after it has been reviewed by the standing committees. It may also go to the BCRA for review at their Spring 2018 meeting.

7.3. Research Projects

7.3.1. Charting the Growth of Post-Degree Certificates and Diplomas in BC

This project surveys the development of these programs in BC, with reference to other jurisdictions. It is clear that there are a wide variety of different programs with many different titles, raising issues regarding interpretation and nomenclature.

7.3.2. Contemporary Issues Projects

7.3.2.1. Indigenous Persistence

The final report for this project was presented with a background document outlining that the research had been carried out through BCCAT's "Contemporary Issues in Student Mobility" funding program overseen by the Research Committee. The authors of this report have indicated that they would like to have it published as a BCCAT publication. At Council's direction, a process for considering such requests was drafted and approved at the March 3, 2017 meeting. At that same meeting, this report was presented and warmly received.

- **MOTION:** That the report "Indigenous Educational Pathways: Access, Mobility and Persistence in the BC Post-Secondary System" be approved to be published by BCCAT under the standard terms required for BCCAT publications.

T. O'Meara
B. Dick
**CARRIED
UNANIMIOUSLY.**

PRESENTATION: Block Transfer Agreements Project

Daniel Jacinto, BCCAT Project Assistant / Co-op Student

8. TECHNOLOGIES

8.1. EducationPlannerBC

Kathy Denton and Karen McCredie provided brief overviews of current discussions taking place by the EPBC committees overseeing governance and ongoing operations. The expectation is that a new governance board with a refreshed structure will be established by around this time next year. Meanwhile the working group continues to focus on risk assessment, onboarding, and transcript exchange.

8.2. Transfer Credit System (TCS) Developments

Mike Winsemann reported that data migration is underway this month, and testing will take place in January with a view to launching in February. The new system was presented at the Joint Annual Meeting in November 2017 where it was noted that this upgraded platform will be available to use for all forms of articulation.

9. INTER-PROVINCIAL ISSUES & DEVELOPMENTS – R. Fleming

9.1. Pan-Canadian Consortium on Admissions & Transfer (PCCAT)

The 2018 PCCAT Conference is going to be held in conjunction with ARUCC and CACUSS on June 20-21, 2018 in PEI. A Call for Proposals will be posted shortly. Check www.pccatweb.org for details. Meanwhile, the PCCAT board are reviewing their Terms of Reference and focusing on strategic planning as concerns research, and PCCAT's role in relation to provincial organizations. It is likely this will lead to recommendations on a more formal relationship with the Canadian "CATs".

9.2. PESG Fall 2017 Data Summit

Rob Fleming provided an overview regarding his participation at this event, including presentations along with other Canadian "CATs" and an international panel discussion. He provided presentation slides for information.

9.3. ARUCC Groningen Steering Committee

Robert Adamoski and Rob Fleming are participating on this task force looking at "Advancing Student Mobility through Data Exchange". They gave a brief project update, and presented a draft letter of endorsement for consideration by the Council. Council members approved the letter for sending to ARUCC. For further information, see <http://arucc.ca/en/resources/task-force-groningen.html>

ACTION: Rob Fleming will ensure that the approved letter of endorsement is sent out on behalf of BCCAT.

10. OTHER ITEMS OF INTEREST - The following articles were presented for information only.

- **University of Calgary: Indigenous Strategy** <https://www.ucalgary.ca/indigenous-strategy/>
- **Canada will need to invest in international promotion to maintain current momentum**
<http://www.macleans.ca/education/im-moving-to-canada/>
- **The future of learning demands that PSE get rid of grades**
<https://www.insidehighered.com/advice/2017/11/14/significant-learning-benefits-getting-rid-grades-essay>
- **Can Canada bring more indigenous people and knowledge into universities?**
<https://www.timeshighereducation.com/features/can-canada-bring-more-indigenous-people-and-knowledge-universities?>
- **McMaster launches research centre to cultivate medicinal cannabis knowledge**
<http://dailynews.mcmaster.ca/article/mcmaster-cultivates-medicinal-cannabis-knowledge/>
- **Dual credit gives students a head start – Alberta Government**
<http://nationtalk.ca/story/dual-credit-gives-students-a-head-start-alberta-government?>
- **New agreements pave way for Douglas College Engineering students to complete degree at SFU; UVic**
<https://www.douglascollege.ca/about-douglas/news-and-media/news/2017/November/newagreement-sfu-uvic-engineering?>
- **KPU unveils sweet suite of courses with no-cost textbooks**
<http://www.kpu.ca/news/2017/11/01/kpu-unveils-sweet-suite-courses-no-cost-textbooks?>
- **Post-secondary institutions key to wider understanding of Truth and Reconciliation**
<http://www.cbc.ca/news/canada/kitchener-waterloo/post-secondary-respond-truth-and-reconciliation-waterloo-laurier-1.4382299?cmp=rss&>
- **BC PSE operating grants lag behind enrolment**
<https://www.biv.com/article/2017/10/bc-post-secondary-school-grants-lag-behind-enrolme/?>
- **RRU receives Changemaker Campus designation**
<http://www.royalroads.ca/news-releases/royal-roads-designated-ashoka-u-changemaker-campus?>
- **What’s the ideal mix of online and face-to-face classes?**
http://www.chronicle.com/article/What-s-the-Ideal-Mix-of/241616?cid=trend_right_a&
- **Time to cast aside the “skills gap myth” and address the skills awareness gap: OUSA authors**
<http://blog-en.heqco.ca/2017/10/ousas-victoria-lewarne-and-marc-gurrisi-pses-skills-awareness-gap/?>
- **PSE teaching needs greater consistency, quality control: Bubak**
<http://www.universityaffairs.ca/opinion/in-my-opinion/taking-teaching-free-higher-education/?>
- **Paula Simons: U of A should do more to recruit us, say international students**
<http://edmontonjournal.com/news/local-news/paula-simons-individual-choice-for-many-international-students-to-study-at-university-of-alberta?>
- **Quiet Power**
<https://www.insidehighered.com/advice/2017/10/17/how-online-education-benefits-introverted-students-essay?>
- **‘We must recognize what happened in the past’: SFU pledges to move forward on reconciliation recommendations**
<http://www.cbc.ca/news/canada/british-columbia/we-must-recognize-what-happened-in-the-past-sfu-pledges-to-move-forward-on-reconciliation-recommendations-1.4357610?cmp=rss&>

11. ANY OTHER BUSINESS

As a final note, the Co-Chairs noted that this would be John FitzGibbon's final Council meeting as he would be retiring by the end of the year. They expressed their appreciation to John for his valued contributions in his role as Director, Transfer and Articulation, and offered best wishes for his retirement. In closing, the following motion was put forward:

- **MOTION:** *To formally acknowledge the valuable and substantive contributions of John FitzGibbon as he has served in his role as Director, Transfer & Articulation for BCCAT and to extend very best wishes as he transitions to retirement.*
(R. Fleming / E. Davis **CARRIED UNANIMOUSLY.**)

12. ADJOURNMENT & Next Meetings

- **Friday, March 2, 2018** – Emily Carr University of Art & Design, Vancouver, BC
 - **Thursday, June 7 (pm) AND Friday, June 8 (am) 2018** – BCIT – Downtown Campus, Vancouver, BC
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ACRONYMS USED IN THIS DOCUMENT:

ABE – Adult Basic Education
ACAT – Alberta Council on Admissions and Transfer
AEST – (Ministry of) Advanced Education, Skills and Training
AVED – (Ministry of) Advanced Education – previously used before July 2017
ARUCC – Association of Registrars of the Universities and Colleges of Canada
BCAIU – BC Association of Institutes and Universities
BCIT – BC Institute of Technology
BCRA – BC Registrars' Association
CACUSS – Canadian Association of College and University Student Services
CASS – Community and School Support
CATs – Canadian jurisdictional bodies or councils responsible for transfer and articulation
CDW – Central Data Warehouse
CFP – Call for Proposal
DQAB – Degree Quality Assessment Board
EOI – Expression of Interest
EPBC - EducationPlannerBC
ESL – English as a Second Language
FDU – Fairleigh Dickinson University
JAM – Joint Annual Meeting
MOE – Ministry of Education
PCCAT – Pan-Canadian Consortium on Admissions & Transfer
PSA – Provincial Specialist Association
SAAF – Senior Academic Administrators' Forum
STP – Student Transitions Project
TAC – Transfer and Articulation Committee
TCS – Transfer Credit System
TI – Transfer Innovations (Projects)
UVic – University of Victoria

For a more extensive list of common acronyms used by BCCAT and across the BC Transfer System, see <http://www.bccat.ca/pubs/CommonAcronyms.pdf>