

MEETING MINUTES *(APPROVED BY COUNCIL)*

Attendees:

COUNCIL MEMBERS:

HAMILTON, Jim	<i>President, Okanagan College (CO-CHAIR)</i>
FLEMING, Robert	<i>BCCAT Executive Director [CO-CHAIR]</i>
BILLY-MINNABARRIET, Verna	<i>Vice-President Academic & Strategic Partnerships, Nicola Valley Institute of Technology</i>
DAVIS, Eric	<i>Provost and Vice-President Academic, University of the Fraser Valley</i>
DENTON, Kathy	<i>President & CEO, Douglas College</i>
DICK, Brian	<i>Professor and Chair, Engineering, Vancouver Island University</i>
FERNANDEZ, Darran	<i>Associate Registrar & Director, Student Support & Advising, Enrolment Services, University of British Columbia</i>
GREENGOE, Nicole	<i>Registrar, University of Victoria</i>
HEMANI, Rummana Khan	<i>Registrar, Simon Fraser University</i>
LONGO, Julie	<i>Program Review Facilitator, Teaching & Curriculum Development, Langara College</i>
McCAUSLAND, Elizabeth	<i>English Instructor, Douglas College</i>
McCREIDIE, Karen	<i>Registrar, Capilano University</i>
O'MEARA, Tami	<i>Dept. Head, Student Access and Support, and Counsellor, Selkirk College</i>
OWEN, Bill	<i>Vice-Provost, Student Recruitment, University of Northern BC</i>
ST. CLAIR, Ralf	<i>Dean of Education, University of Victoria</i>

REGRETS: *Lisa McCullough, Superintendent of Schools (CEO), School District No. 48), Carolyn Russell (Director of Recruitment, University of Victoria).*

STAFF MEMBERS:

ADAMOSKI, Robert	<i>Director, Research & Admissions</i>
HESLOP, Joanne	<i>Student Transitions Project (STP) Manager</i>
STAINSBY, Meg	<i>Director, Transfer & Articulation</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 *Hosts: Kevin Bird (Executive Director of Student Services) and Michelle Sound (Aboriginal Program Assistant), Emily Carr University of Art & Design.*

/HOSTS: *Presenters: Patrick Loughheed and Andrew Drinkwater (Partners and Co-Founders, PLAID Consulting), and Andrew Arida, Director, Undergraduate Admissions, UBC.*

NOTES:

- At the start of the meeting, Kevin Bird welcomed the group, and Michelle Sound acknowledged the Indigenous people and territory of this site. At lunch, Kevin Bird returned to give an overview of key developments underway at ECUAD.
- 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. WELCOME & OPENING REMARKS

The meeting began with the following acknowledgement:

We would like to begin by acknowledging that the land on which we gather is the unceded territory of the Coast Salish peoples, including the territories of the x^wməθkwəyəm (Musqueam), Skwxwú7mesh (Squamish), Stó:lō and Səlílwəta?/Selilwitulh (Tseil-Waututh) Nations.

Kevin Bird (Executive Director, Student Services) welcomed the group, and Michelle Sound (Aboriginal Program Assistant) spoke about services for Indigenous students, and invited members to check out ECUAD's Aboriginal Gathering Place.

The Co-chairs introduced Meg Stainsby, newly installed Director, Transfer & Articulation, as of January 1, 2018. Rob Fleming referred members to the finalized report, *Indigenous Education Pathways* available at www.bccat.ca/pubs/Indigenous_Pathways.pdf

2. ADOPTION OF PROPOSED AGENDA

- **MOTION:** To adopt the proposed agenda as presented.
- **ACTION:** Rob Fleming noted that two pending items carried forward from the previous meeting will be postponed until the June 2018 meeting of Council (i.e. changes to the logo policy document, and the application of Yorkville University for membership of the BC Transfer System).

MOTION:
R. St. Clair
T. O'Meara
CARRIED.

ACTION

3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

- **MOTION:** To approve the December 2017 Council minutes, including revisions as discussed.

MOTION:
B. Owen
T. O'Meara
CARRIED.

4. COUNCIL BUSINESS

4.1. Provincial Issues and Developments

4.1.1. Ministry Update

Rob Fleming informed members that Kate Cotie has moved to a new role in the Ministry, and was not able to attend this meeting. Meanwhile, Tony Loughran continues as interim Assistant Deputy Minister. We hope a new Ministry representative will be able to join us for the June meeting (and subsequent meetings of Council).

4.1.2. Degree Quality Assessment Board (DQAB) Update

Rob noted that there are two new DQAB members: Verna Billy-Minnabarriet and also Hugh Brock (Deputy Provost, UBC). The full list is provided at:

<https://www2.gov.bc.ca/gov/content/education-training/post-secondary-education/institution-resources-administration/degree-authorization/degree-quality-assessment-board/current-board-members>

4.1.3. Indigenous Issues & Developments

Verna Billy-Minnabarriet updated members on recent developments concerning Indigenous post-secondary education, focusing mainly on policy and curriculum. Rob also spoke briefly about new legislation in Ontario, which identifies funding and a roadmap for Indigenous institutions to become degree granting. It was noted that there are clear and concerted strategies underway to advance Indigenous education within and across provinces.

4.2. Staff Report to Council on External Activities

Rob Fleming noted that considerable staff time is being spent on activities related to the EducationPlannerBC project. In addition, there have been numerous meetings with sector groups, deans, and other system groups. There have also been ongoing DQAB meetings, and a few forums, including a recent one entitled: Critical Thinking in BC K-12 Curriculum. Rob also presented at the PCCAT retreat on governance and at the ONCAT Board in January on the BC experience and transfer policy and research. Rob informed members that a new Executive Director has been appointed at ONCAT; Yvette Munro formerly of York University.

4.3. Projects & Activities Chart

This chart was provided as an overview on the status of current and ongoing projects and activities.

4.4. BC Presidents' Meeting – Dec. 8, 2017

Rob Fleming provided his presentation from this event for information.

4.5. Policy Revisions

Policy 3B, *Listing of Transfer Agreements with Non-Member Institutions in the BC Transfer Guide*, was presented to Council with incorporated changes as requested by Council members at the December 2017 meeting, in addition to other revisions. The revised policy was reviewed and endorsed by the Transfer and Articulation Committee on January 26, 2018. This new policy will replace Policy 3B2 (regarding Non-Member Institutions).

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- **MOTION:** To approve Policy 3B: Listing of Transfer Agreements with Non-Member Institutions in the BC Transfer Guide, as presented or amended, and withdraw policy 3.B.2.

MOTION:
T. O'Meara
K. Denton
CARRIED.

4.6. BCCAT's 30th Anniversary (1989-2019)

A background memo was provided outlining potential activities and projects to commemorate BCCAT's upcoming 30th anniversary. BCCAT staff members have been brainstorming and Frank Gelin has also provided some suggestions and expressed an interest in participating.

- **ACTION:** Council members were invited to contact Val Yorkston or Rob Fleming if they are interested in participating with planning or forwarding suggestions.

ACTION

5. TRANSFER & ARTICULATION

5.1. Transfer & Articulation Committee (Last Meeting: Jan. 26, 2018)

Eric Davis (Committee Chair) provided a brief overview of the discussions at the last TAC meeting. One key item focused on the K-12 curriculum changes. Members felt it important that the articulation committees should be involved with the implementation of these changes. As a result, Meg is liaising with representatives from the Ministry of Education to coordinate Ministry attendance at key upcoming committee meetings. Eric also reported that TAC had discussed an emerging issue regarding the IT implications of research projects or reports.

5.2. Articulation Committees

Meg Stainsby reported that we have received 62 of 66 sets of articulation committee meeting minutes. Two of the outstanding four sets of minutes would arise from committees that may no longer be operational. TAC may be asked to review the situation at its next meeting. Meanwhile, BCCAT staff are preparing to attend many of the committee meetings, and will shortly be looking at talking points and key topics. Meg also noted that planning for the 2018 Joint Annual Meeting (JAM), set for 16th November, is underway.

5.3. TAC Project Updates

Meg provided updates on current TAC projects (including Transfer Innovation projects). Council members noted the usefulness of the summary document provided.

6. ADMISSIONS

6.1. Admissions Committee – Next Meeting (April 27, 2018)

Karen McCredie (Chair) noted that the committee has not met since the last Council meeting. Meanwhile, development of the work plan for next year continues, and will be finalized at the next committing meeting.

6.2. Admissions Projects

6.2.1. Admissions Policies and Practices for Underrepresented Students

Anna Tikina reported that the literature review first draft has been completed and offers valuable information for institutional partners, and should help to clarify definitions of “under-represented students” across the system. Surveys were launched over January and February for which analysis is underway. Interviews will be held shortly. Anna noted that there was much discussion in the literature review regarding first generation learners, but they are not easily identified. Members noted CUSC survey may be helpful to identify what questions may or may not be answered.

- **ACTION:** Rummana and Nicole will let Robert Adamoski and Anna Tikina know what they find when they look into the CUSC data for SFU and UVic.

ACTION

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

The literature review for this project is currently underway, and the survey has been launched to Developmental Education administrators.

PRESENTATION: Repeated High School Course Information in the University Admissions Process”

Project undertaken by PLAID Consulting. Presentation by Patrick Lougheed and Andrew Drinkwater (Partners and Co-Founders). Andrew Arida, Director, Undergraduate Admissions, UBC, also participated.

7. RESEARCH

7.1. Research Committee (Next Meeting: April 6, 2018)

Bill Owen (Chair) noted that the committee hadn't met since the last Council meeting. Meanwhile, work continues on developing next year's work plan.

7.2. Research Plan Refresh

Robert Adamoski provided an overview regarding the newly overhauled Research Plan which has been refreshed to address emerging issues and changing priorities (since some topics now have diminished currency). The refreshed work plan is written in active voice and presented in broad terms to allow for more specific framing as key issues emerge. Members commented on the wide reach of the plan, and the fit of these topics within the BCCAT mandate, as expressed in the Ministry's forthcoming Letter of Expectations. It was noted that research priorities would be specified in the Council's work plan and in the Annual Review.

7.3. Research Projects

7.3.1. Contemporary Issues Projects

The deadline for the current CFP has just passed (February 28, 2018), and three letters of intent have been received. The Research Committee will evaluate and decide on these when they meet in April. As well, the second phase of the Indigenous Pathways project will go forward. (The first phase focused on staff perspectives. The second will look at student perceptions.)

8. TECHNOLOGIES

8.1. EducationPlannerBC

Kathy Denton, Karen McCredie, and Mike Winsemann updated members on governance and operational issues. Transition planning is underway. A decision has been made to continue with the existing committee structure for an extended period, and an information sharing agreement is expected to be signed by the PSIs for use of EPBC services by March 31, 2018.

Meanwhile, a work plan and budget are in development and priorities are being set for the next year. Two institutions, UFV and Langara, are due for onboarding within the next month and others will be joining later this year by September, 2018. A plan for onboarding to the high school transcript exchange is being developed by the Ministry of Education. Services currently provided by BCcampus will be transitioned to EPBC when it becomes a standalone, not-for-profit society.

8.2. Transfer Credit System (TCS) Developments

Mike Winsemann gave a demonstration of key features and enhancements of the new Transfer Credit System (TCS) which was launched in early February 2018.

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

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

9.1.1. 2018 PCCAT Conference

The 2018 PCCAT Conference is going to be held in conjunction with ARUCC and CACUSS on June 20-21, 2018 in PEI. The program is coming together, and will include a session on Quality Assurance. (See www.pccatweb.org for details. Meanwhile, changes in governance and membership are in process in order to facilitate more formal collaboration with the Canadian "CATs" and provide value-added services.

9.1.2. PCCAT Sponsorship

In recent years, BCCAT has supported PCCAT in a number of ways, including conference sponsorship. The sponsorship terms were outlined in a document for member reference, and the following motion was put forward:

- **MOTION:** To approve that BCCAT commit to the Silver sponsorship category for PCCAT for the 2018 conference, and proceed with forwarding payment of \$5,000 accordingly.
- **ACTION:** BCCAT staff members will forward payment for the PCCAT Sponsorship (Silver).

MOTION:
R. St. Clair
K. Denton
CARRIED.

ACTION

9.1.3. PCCAT History Infographic

Members briefly reviewed an infographic setting out historic markers in the development of PCCAT from 2006 to date. The infographic has been forwarded to the PCCAT board for posting to the website.

9.2. ARUCC Groningen Steering Committee

Rob Fleming and Robert Adamoski both sit on the ARUCC Groningen & Student Mobility Task Force. They will be presenting at an upcoming Groningen conference in April 2018. For further details, see <http://arucc.ca/en/resources/task-force-groningen.html>

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

- [Alberta Education spends \\$8 million for enriched learning around Indigenous culture](#)
- [Immigrants fuel Canada's high education rates](#)
- [U of T "sends global signal" by charging domestic fees for international PhDs](#)
- [Dal focuses search for new VP on "racially visible" candidates](#)
- [UFV partners with Vancouver Film School](#)
- [KPU closes applications from international students](#)
- [Capilano University to launch Cap Core beginning Fall 2018](#)
- [One Thought: Degrees that matter](#)
- [Ex-foster kids in BC flock to college after tuition fees waived](#)
- [How technology can help meet the challenges of two-year degrees](#)
- [One Thought: Canada's secret weapon against inequality](#)
- [January 18, 2018: Capilano University and Quest University Canada collaborate to ease transfer to Capilano University for a Bachelor of Arts with a major in Liberal Studies](#)
- [BC invests \\$4.4M in technology programming across province](#)
- [The changing patterns of college-to-university transfer: examination of Ontario's graduate satisfaction survey 2007-2015](#)
- [Quality Assurance: A simple concept that we overly complicate](#)
- [Your school should not pursue online education for the money](#)
- [Montreal Gazette highlights success of student passport program](#)
- [On 'Experiential Learning'](#)
- [Indigenous graduate numbers grow, spur increase in calls for funding, programs](#)
- [Squamish Nation, SFU commit to collaboration with new agreement](#)
- [BC Interior universities sign MOU to create research coalition](#)
- [Canadian post-secondary enrolments and graduates, 2015/2016](#)
- [Supporting Indigenous students on campus: Finding the best approach](#)

11. ANY OTHER BUSINESS

In closing, Ralf St. Clair informed the Council that this would be his last meeting as his term is finishing and he is unavailable in June. He expressed his appreciation for the opportunity to work with the Council over his first term. The Co-Chairs then extended appreciation to Ralf for his contributions throughout his membership term, and wished him well moving forward.

12. ADJOURNMENT & NEXT MEETINGS:

- **Thursday, June 7 (pm) AND Friday, June 8 (am) 2018** – BCIT – Downtown Campus, Vancouver, BC
(Including the Annual Council Dinner at 5:30pm on Thursday, June 7, 2018)
 - **Friday, October 5, 2018** – BCIT Downtown Campus, Vancouver, BC
 - **Friday, December 7, 2018** – LOCATION TBD
 - **Friday, March 8, 2019** – LOCATION TBD
 - **Thursday June 4 – Friday June 5, 2019** – BCIT Downtown Campus, Vancouver, BC
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RELEVANT ACRONYMS:

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
CATs	Canadian jurisdictional bodies or councils responsible for transfer and articulation
CDW	Central Data Warehouse
CFP	Call for Proposals
CUSC	Canadian University Survey Consortium
DQAB	Degree Quality Assessment Board
ECUAD	Emily Carr University of Art & Design
EPBC	EducationPlannerBC
JAM	Joint Annual Meeting
MOE	Ministry of Education
ONCAT	Ontario Council on Articulation and Transfer
PCCAT	Pan-Canadian Consortium on Admissions & Transfer
RRU	Royal Roads University
SAAF	Senior Academic Administrators’ Forum
SFU	Simon Fraser University
STP	Student Transitions Project
TAC	Transfer and Articulation Committee
TCS	Transfer Credit System
TI	Transfer Innovations (Projects)
UBC/UBCO	University of British Columbia / University of British Columbia - Okanagan
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>