

MEETING MINUTES (APPROVED)

ATTENDEES:

COUNCIL MEMBERS:

FLEMING, Robert	<i>BCCAT Executive Director (CO-CHAIR)</i>
CRESPIN-MUELLER, Dorys	<i>Executive Director, Integrated Planning & Effectiveness, Thompson Rivers University</i>
DAVIS, Eric	<i>Provost and Vice-President Academic, University of the Fraser Valley</i>
DENTON, Kathy	<i>President & CEO, Douglas College (Acting Co-Chair)</i>
FERNANDEZ, Darran	<i>Associate Registrar & Director, Student Support & Advising, Enrolment Services, University of British Columbia</i>
HEMANI, Rummana Khan	<i>Registrar, Simon Fraser University</i>
KRAUSE, Gerda	<i>Dean, Faculty of Science, Langara College</i>
LOUIE, Brenda	<i>Vice-Principal, Columbia College</i>
MCCAUSLAND, Elizabeth	<i>English Instructor, Douglas College</i>
MCCULLOUGH, Lisa (Fri)	<i>Superintendent of Schools (CEO), School District No. 48</i>
MILLAR, Ashley	<i>Langara-Simon Fraser University Transfer Student</i>
NAUGLER, Diane	<i>Dean, Business and Applied Studies, North Island College</i>
O'MEARA, Tami	<i>Dept. Head, Student Access and Support, and Counsellor, Selkirk College</i>
ROE, Steve	<i>Dean of Academic & Professional Programs, Northern Lights College</i>
REGRETS:	<i>Verna Billy-Minnabarriet, Brian Dick, Jim Hamilton, Karen McCredie, Carolyn Russell.</i>

STAFF MEMBERS:

ADAMOSKI, Robert	<i>Director, Research & Admissions</i>
BIELKA, Adam	<i>Research and Policy Assistant (Coop Student)</i>
DROPOL, Adina	<i>Office Coordinator</i>
HESLOP, Joanne	<i>Student Transitions Project (STP) Manager</i>
McQUARRIE, Fiona	<i>Special Projects 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: *Ministry of Advanced Education, Skills and Training:*
- *Jamie Edwardson, Executive Director, Planning, International and Intergovernmental Branch*
- *Randall Gerlach, Director, Intergovernmental Relations*

1. WELCOME & OPENING REMARKS

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^wməθkwəy̓əm (Musqueam), Skwxwú7mesh (Squamish), Stó:lō and Saíl̓wətaʔ/Selilwitulh (Tsleil-Waututh) Nations.

Rob Fleming (Co-Chair) and Kathy Denton (Acting Co-Chair) opened the meeting, welcoming new Council members and guests from the Ministry of Advanced Education, Skills and Training: Jamie Edwardson (Executive Director, Planning, International and Intergovernmental Branch) and Randall Gerlach (Director, Intergovernmental Relations).

1.1. Council Membership: New Appointments and Re-appointments

Rob announced the reappointments of Jim Hamilton, Verna Billy-Minnabarriet, Brian Dick, Rummana Khan Hemani, Karen McCredie, Tami O'Meara, and Carolyn Russell.

He then welcomed the newly appointed members: Dorys Crespín-Mueller, Gerda Krause, Brenda Louie, Ashley Millar, Diane Naugler, and Steve Roe.

1.2. BCCAT Staff Team

Rob informed members of recent changes to the BCCAT staff team:

- Fiona McQuarrie returns as Special Projects Coordinator, on secondment from the University of the Fraser Valley
- Adina Dropol is our new Office Coordinator
- Adam Bielka is a Coop Student, stepping in this year as Research and Policy Assistant.

Rob also noted that Meg Stainsby will be starting her PhD in Creative Writing shortly, and will be working remotely from Wales for six months in October-November. During this period, Mike Winsemann will also be reducing his hours with EducationPlannerBC, and returning full time to BCCAT.

1.3. BCCAT Booking Accommodations

ACTION

Due to increasingly higher hotel rates in the Vancouver area, Rob asks that Council members book accommodation well in advance of scheduled Council and Committee meetings. If you require any assistance, please contact Adina (604-412-7793; adropol@bccat.ca).

2. ADOPTION OF PROPOSED AGENDA

The agenda was adopted as presented.

3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING (June 7-8, 2018)

Rob noted that all action items from the previous meeting are executed or on today's agenda for follow up except the logo policy which is being considered in relation to the redesign of the BCCAT.ca website. The minutes of the 127th meeting held on June 7-8, 2018 were accepted as presented.

4. COUNCIL BUSINESS

4.1. Provincial Issues and Developments

4.1.1. Ministry Update

Jamie Edwardson and Randall Gerlach provided a brief update from the Ministry, touching on organizational/structural changes, key priorities, K-12 transitions (working with the Ministry of Education), and Indigenization in the post-secondary system.

4.1.2. Degree Quality Assessment Board (DQAB) Update

(NOTE: Brenda Louie recused herself from the following discussion.)

Robert Fleming reported that Columbia College has notified the DQAB and BCCAT of a planned change in operational structure so will be seeking renewed ministerial consent. If ministerial consent is granted the change is not likely to impact BC Transfer Guide agreements as the school would continue to offer the same curriculum under the operational name of Columbia College. Rob noted that the new president (Robin Hemmingsen) has been installed following the recent retirement of Trevor Toone.

4.1.3. Learning Modernization Initiative

4.1.3.1. Ministry of Education fora

Plans are underway for two sessions to focus on discussions regarding the Learning Modernization Initiative. The first (planned for November 6, 2018) will feature an update from the Ministry of Education for post-secondary institutions, and an opportunity to share responses to date. The event will be held in conjunction with SAAF. Details to follow shortly.

ACTION

4.1.3.2. SFU's Developing Minds Symposium

Meg Stainsby and Rob Fleming attended this symposium hosted by SFU last year. Both noted these events as excellent opportunities for dialogue across the secondary and post-secondary systems. The event allows participants to share from different philosophies, all recognizing the importance of developing critical thinking for students. The next event is February 15th, 2019 and will focus on the literary arts. (See www.sfu.ca/conferences/criticalthinking.html)

4.2. Staff Report to Council on External Activities

The Staff Report on External Activities provides an overview of key activities undertaken by BCCAT staff. Rob Fleming highlighted the following points:

- Considerable staff time is spent on work related to Ministry-related projects (such as EPBC), conferences and other system meetings, DQAB, and research projects.
- Several BCCAT staff members participated at the PCCAT conference in PEI in June.

4.3. Projects & Activities Chart

The 2018-19 Projects & Activities Chart is provided to the Council on a quarterly basis as a regular update relating to the 2018-19 Work Plan, approved at the June 2018 meeting. Members accepted this update, and there were a few questions regarding issues and challenges which can sometimes entail delays for certain projects, such as low responses to Calls for Proposals, and external projects (e.g. EPBC) that may affect staff workload. Overall, projects and activities are on track.

4.4. BCCAT Transfer Awards

Valerie Yorkston presented the report and recommendation of the Awards Committee regarding the 2018 BCCAT Transfer Awards. The report outlined the nomination and adjudication process, providing brief profiles for each nominee under consideration for an award.

Following review of the report, members voted unanimously to approve the recommendations, and to present the 2018 BCCAT Transfer Awards to the following awardees:

TRANSFER AND ARTICULATION COMMUNITY LEADERSHIP AWARD

- **Dezene Huber** - Professor (Conservation Science and Practice, and Ecosystem Science & Management), University of Northern BC
- **Adrian Lipsett** - Program Manager, Creative and Applied Arts, Langara College

LEADERSHIP AWARD (Joint Nomination)

- **Rick Chester** Faculty Member, Natural Resources and Engineering, BC Institute of Technology
- **Norm Shaw** Association of BC Forest Professionals (ABC FP) (previously an instructor at BCIT, and member of the Forestry Articulation Committee)

MOTION: To approve the recommendations of the Awards Committee regarding the winners of the 2018 BCCAT Transfer Awards.

MOTION:
D. Fernandez
T. O'Meara
CARRIED.

The awards will be presented at the 2018 Joint Annual Meeting on November 16, 2018.

In addition, the Awards Committee proposed changes regarding process and communications/documentation for the purposes of better clarity regarding distinctions between award categories, and a more robust nomination and endorsement process. These changes were approved in principle with the suggestion that the committee work out a protocol for informing appropriate administrative staff of nominees from their institutions. Members also agreed that increased attention should be given to raising awareness about the Rising Star award, encouraging nominations wherever appropriate.

ACTION

5. TRANSFER & ARTICULATION

5.1. Transfer & Articulation Committee - TAC (Last Meeting: September 21, 2018)

Eric Davis, Chair of the TAC, provided a brief overview of discussions at the last TAC meeting. Draft minutes from the meeting will be provided at the December meeting of Council. Eric noted the recent addition of two new members, Diane Naugler and Dezene Huber.

ACTION

5.2. Articulation Committees

5.2.1. Spring 2018 Articulation Committee Themes

Meg provided a document outlining key themes in articulation meeting discussions this past year. Key topics included Indigenization, K-12 changes, and mental health issues. Members noted the value of this distillation and suggested they may offer ideas for future research or initiatives. They also recommended that this list be passed to the Deans groups for their information.

ACTION

In closing, Adam Bielka informed members about a project he is working on, looking at articulation committee attendance.

5.3. 2018 Joint Annual Meeting – November 16, 2018

Planning and preparation for the 2018 Joint Annual Meeting is well underway. Ruth reported that we have 80 registrations to date. This year, the event will be held downtown at the Pinnacle Hotel Harbourfront. Further details, including a link to the draft program are available at <http://www.bccat.ca/articulation/jam>.

5.4. TAC Project Updates

Meg presented the following two final reports:

- *International Transfer Credit Practices* – This report and an accompanying newsletter are due for publication shortly. The full report will present the data and findings to inform faculty members, and the newsletter will focus more on best practices.
- *Issues and Challenges in Interdisciplinary Course and Program Transfer* – This report is undergoing a few, minor, late changes, but is expected to be published this fall.

5.5. How to Articulate Handbook

Meg presented the 2018 edition of the How to Articulate Handbook which has been updated to align with changes to the BC Transfer Guide and policy developments in recent years. The new edition now incorporates content from the previous “Sending” and “Receiving” guidebooks. The handbook is available at www.bccat.ca/articulate

6. ADMISSIONS

6.1. Admissions Committee – Next Meeting (October 19, 2018)

Robert Adamoski noted the recent appointment of the following new members to the Research Committee: Darran Fernandez, Clayton Munro, and Zena Mitchell.

6.2. Admissions Projects

6.2.1. Admission Policies for Under-Represented Groups

This project looks at policies and practices at BC Transfer System institution for admitting underrepresented groups of students. It also focused on analyzing the sources and the availability of quantitative data on equity students, including student transfer. (See the full report at www.bccat.ca/pubs/underrepresented_groups.pdf and a four-page Executive Summary at www.bccat.ca/pubs/underrepresented_groups_exec_summary.pdf)

6.2.2. Admissions Policies for High School Non-Graduates

This report assesses institutional policies and practices of admissions of high school non-graduates, and identifies demographic and program characteristics of secondary school non-graduates at post-secondary institutions in BC. The report is available at www.bccat.ca/pubs/non-grads.pdf

PRESENTATION: International Students in BC Public Post-Secondary Institutions

Joanne Heslop, Manager, Student Transitions Project

7. RESEARCH

7.1. Research Committee (Next Meeting: November 23, 2018)

Robert Adamoski introduced Dorys Crespín-Mueller as the new Chair of the Research Committee. Two new members have joined as well: Brian Dick and David Wells. The 2018-19 Research Plan is now available at www.bccat.ca/research/plan

7.2. Research Projects

7.2.1. Contemporary Issues Projects

At the June 2018 meeting of Council (Item 7.3.1) it was agreed that BCCAT staff would consider guidelines for requests from authors of “Contemporary Issues” studies to publish final reports on the BCCAT website.

Council members raised a number of issues and questions for consideration, expressing some concern that the BCCAT website should not function as a “library” or repository. This issue will be looked at by the Research Committee at the next meeting.

8. TECHNOLOGIES

8.1. EducationPlannerBC.ca (EPBC)

Kathy Denton gave an update regarding discussions at the Presidents’ meeting, Steering Committee and Working Group. EPBC is in the process of transitioning to a non-profit society. As a result, there are several associates who have been involved in the initial stages of development and planning that will be less involved in this next phase. On behalf of the EPBC committees, Kathy expressed appreciation to Mike Winsemann for his hard work and commitment throughout the planning, development and launch of the EPBC application platform.

8.2. BCCAT.ca Enhancements Project

BCCAT is working with Bayleaf on a refresh and redesign of the BCCAT.ca website with a view to improving search functionality and making BCCAT projects and publications easier to navigate.

8.3. BCTransferGuide.ca External Review

BCCAT has contracted with Plaid Consulting to undertake an external review of the BCTransferGuide.ca website. The findings of this project are expected to inform enhancements in the 2019-20 fiscal year.

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

9.1. CATCAN Network – Terms of Reference

CATCAN is what previously functioned as “WestCAT”, bringing together Western Canadian “CATs” responsible for transfer and articulation in their respective jurisdictions. BCCAT staff members will be participating at an upcoming meeting in Calgary.

CATCAN has finalized its Terms of Reference (an extension of the latest MOU at www.bccat.ca/pubs/PCCAT_MOU_2017.pdf). Key collaborations will focus on technology (transfer databases) and research and data sharing.

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

Several BCCAT staff members (Rob Adamoski, Anna Tikina, Rob Fleming, and Mike Winsemann) participated at the PCCAT Conference in PEI on June 20-21, 2018. This conference was held jointly with ARUCC and CACUSS. Next year’s conference will be held in Regina. It is expected that the CATCAN meeting will be held in conjunction with that event. Further details are available at www.pccatweb.org

9.3. ARUCC/Groningen Communications

Robert Fleming and Robert Adamoski are involved with this committee. A funding drive for this project will begin shortly. On October 11, Rob Fleming and other Steering Committee members will be meeting with the Council of Ministers of Education, Canada (CMEC) post-secondary ADM’s to provide an overview of the initiative.

10. OTHER ITEMS OF INTEREST

A list of links to recommended articles was provided for Council members’ information. See www.bccat.ca/pubs/sept_2018_current_issues.pdf

11. ANY OTHER BUSINESS – There were no other items of business.

12. ADJOURNMENT & CONFIRMATION OF NEXT MEETING DATES

- Friday, December 7, 2018 - Vancouver Community College (Downtown Campus)
 - Friday, March 8, 2019
 - Thursday June 6 – Friday June 7, 2019
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