

Carpentry Articulation Committee Meeting Minutes

June 27, 28, 2017

Okanagan College

Trades Building – Room T215

Present

Name	Institution	Email	Phone
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Welcome & Opening Remarks

Don Naidesh thanked everyone for being here and Okanagan College for having them

~~Introduced Colleen Rogan & Kathryn Rockwell from VIU working with them later today and are here for updates within ITA and their program, etc.~~

Last year's minutes are on the table, and available for review and approval.

Meeting called to order at 8:50

Approval of Agenda

Motion to approve last year's minutes

Jeff & Marvin approved last year's minutes, all in agreement

Overview of today's meeting

Financial report update – Paul from VIU may be able to share more, Colleen & Kathryn will be here later to give an update about harmonization

Chris Teskey from open school is unable to attend, however Don will provide an update. Chris provided a letter about where we currently are about updating our resources which Geoff will read

Kathleen from VIU to share harmonization project with Steve regarding a quick description of what's happening. Hope to have more understanding about it by day's end. Later on will break into groups of 4 to discuss, to create documents we can all use, want to share our opinions

Tomorrow (Wednesday, June 28) Rod from Piping will give a demo of learning resources & putting them online

Learning resources are paper based modules, still discussing an opportunity to put them online for students to access anywhere.

After coffee, go thru level 1&2 Harmonization Resources, some content in level 1 modules is missing, want to make sure it still follows Harmonization. Need to reformat/reword, some things that need to be in Level 1.

Go through reports from college and discuss next year's venue.

Move to approve agenda. Dennis moved & Craig seconded it.

Update

Financial Report

As of October 2016, direction from the ITA is we are no longer allowed to receive financial statements about royalties. The royalties we had, we are no longer allowed to carry it over. By not allowing to do this, some money has gone to other resources for other programs. Examples of projects are: the fast project in which Steve & Kathleen are working on it, Welding used some funding to create their modules.

Paul - liaison for Jesse – heavy duty background - money is being held by ITA

Paul – some funding has been assigned to work on Harmonization. There will be a process in place to apply for funding moving forward

Colleen – this is transition year, looking at other opportunities to be more efficient and use money that makes sense in delivery of programs. More to hear in the next months.

Carpentry lent Plumbing \$30,000, it has been told that the money no longer belongs to Carpentry (it was put into a general royalty fund). Which now needs to be spent on an annual basis.

Colleen – transition year – ITA looking to step away from the responsibility of controlling that fund, may be transferred to Trades Training BC. There will be a meeting with open school to discuss the best way to move forward and how funding will be provided. There has been mention about changing service providers when developing the resources.

Paul– we've worked with open school in the past, ridiculous to move away from working with them

Colleen – 2-3 concerns to take to ITA – moving away from using open school BC & money that his trade (carpentry) is generating

Don – modules are an important resource for students. We need to keep moving forward on the resources as we move to later levels.

Main focus- need resources as we move to later levels. Additional resources. Royalties from modules should go into general fund to create additional resources. Such as online resources.

We could collect administration fee, students pay access fee, use BCID # to log in, it's a way to track them. Opportunities to credit online resources & get away from printed versions of learning modules.

Paul – other ideas for textbook such as open school, other publishers, online. We're spending a lot of instructor time building textbooks,

Questions for Colleen – Concerns are : questions about how current funds are being used; moving away from open school BC; how funds are allocated; being caught with no resources to complete level 3 & 4; desire to build online resources.

ITA

Slide presentation by Colleen Rogan

Basic information about Harmonization review priorities & transition planning

Harmonization was introduced when Shirley Bond was Labor Market Minister

The processes have changed a lot. Now goes through process of developing the Red Seal Standard.

4 priorities of Harmonization – 1. use of trade name;

2. use same total training hours across;

3. same number of levels of training in each province;

4. content of program

Purpose of Harmonization – for mobility of apprentices

Harmonization is now part of development of Red Seal Occupational Standard (RSOS). All trades are developed through this. Barriers - Ontario making changes on how they manage trades system. All jurisdictions support Harmonization, but some have challenges (ie: safety)

Don - Are we leaders/and or falling behind on transitioning compared to other provinces?

Colleen – there's a Harmonized dashboard (on Red Seal website) which shows where we are.

Colleen – new Harmonization outline, now we're working on transitioning apprentices from current program to Harmonization program.

Transition planning is an integrative process – have to look at it every year. First do gap analysis – high, medium & low priority gaps. High gaps in carpentry – example: scaffolding and access (must be dealt with face to face in technical training). Second Draft 3 scenarios. Third Webinar (then come up with final transition plan then communicate to apprentices, employers).

Dennis brought up concern over major employer sponsor not knowing about it.

Colleen assures every employer received documentation regarding it.

Colleen talked about gaps in training. Gap at level 2 & 4

Group - We should have a module for gap training; pieces missing; need it by April 2018;

Colleen – ITA will fund the 30 hours of gap training, if you need a particular module, it's up to us as a group to discuss.

Kathryn – provided details of the gap handout

Colleen – ITA website shows all information for carpenter trade; shows all transition plan including the dates.

Kathryn – there are currently 11,000 apprentices in the system

Group – won't know how Gap Training will affect us until we get those students. It's become common for students to do back to back training – will not be allowed. Funding for gap training is a barrier to the gap training – (example - they have to get gap training before the finish level 2 training).

Colleen – we haven't dictated the delivery of gap training at all. We'll fund the 30 hours of gap training, then it's up to training provider of how they want to deliver that gap training.

Group – discussion about gap training

- ITA has a different code for gap students

Kathryn – SLE's – we are redeveloping it fit. Validation – need to pilot it with harmonized group of students. Harmonized level 1 exam ready. Field Test – exam is ready and in play, we collect stats on it for 100 rights, then will go to full launch. We've completed Level 1, starting on level 2 (August September to finish), then to start on level 3.

Group discussion regarding SLEs

If we ought to implement SLEs for foundation, and if so, how? We are looking at it, just can't do it right now.

Kathryn - We're aware of all the comments on SLE's, just needs to be done deliberately and with thought. Foundation students vs. apprentice students. Right now our priority is Harmonization and how to deliver it.

Group – when will field testing of SLE's start

Kathryn – targeting September intake. In the interim, you'll upload marks for inclass assessment only; 2 institutions involved in the pilot (Camosun & VIU)

Kathryn – we will be piloting level 2 SLE next April, send your request to Jesse if you're interested.

Marvin - introduced Steve Moores

Steve Moores welcomed everyone to Okanagan College; numbers are strong for building; we are pleased to host the meeting

Break 10:30

ITA

Kathryn Rockwell – slide presentation

Apprentice numbers

Highest level achieved – OTT – considered an apprentice but haven't completed training

We have no way of knowing if apprentice is still active unless they tell us.

Inactive – means the student haven't interacted with us in 18 months / Active is within 18 months.
(refer to handout which shows all slides)

Currently 11,000 apprentices in system

A lot of people drop out after level 1 or 2

Transition plan had to include gap training,

Kathryn – there are about 2,000 seats per year province wide (doesn't include foundation numbers, only apprentices)

Kathryn – 276 new registrants since February 2016. Next year will be even more. It is full as we move through the transition

- Exam stats 2016 level 1 on handout - 68% pass, average score overall 74%, this exam has been revised so Harmonized exam has been updated (apprentice's first time)
- Level 2 – 71% pass rate (of 439 writes); average score 74%
- Level 3 – 72% pass rate (of 439 writes); average score 75%
- Interprovincial result 2016 – national pass rate 44% (includes those challenging exam)

Group – concern over exams because they are not built from the modules,

Kathryn – we build exam through Peer review

Group – are we looking at the exam question the way an apprentice is looking at it?

Kathryn – we get people that haven't been involved in developing an exam to help

Group – pass or fail rate of those challenging versus those apprenticing?

- A challenge for BC – comparison between those who've gone through the 4 years to those who've challenged it. What's the IP pass rate for challengers?
- When new IP was introduced, "blue sheets" were sent in; IP was to get feedback, what was the information?

Kathryn – yes we do our own statistics on the IP. I'll take that question to Kristin for an answer.

We can use the feedback on the exams. Encourage students to fill out the blue sheets & comment on the questions

Group – Concerns over the test questions; don't rely on modules because they don't reflect the test questions.

Kathryn – a lot of opinions/diversity of experience, so can modify the question to make it work for BC

Group – after we've harmonized, the system is not perfect

- What about the learners? They're willing to do less/specialize more
- Any way or recognition of their hours and to write exam? Teaching vs. working

Kathryn – will talk to Assessments Department

Group – employer hires apprentice, registers him with ITA, employer has responsibility. Is that employer the right one for the student? Student has to take ownership of their own learning.

End of slide presentation

Don Naidesh – report on curriculum part of Harmonization postponed until Wednesday.

Move to next topic

BC Carpentry Harmonization Project

Introduction

Kathleen Bortolin – introduced herself & Steve. She works at VIU, helps instructors, she works with Steve & Tim. Will talk about what has happened in last 10 months, program will wrap up in September.

History of project – how it was created, acronyms for project, program outline, curriculum development project.

Level 1 there are 15 achievement criteria associated with practical project (ie; build stairs) (time to complete project, list of resources, ideas about activities students can do; what instructors can do to walk through the project, what does the Rubric look like?). There's different ways to do projects.

Group – discussed where did Harmonization come from?

- Would be better to work together
- Files.tradestrainingbc.ca - all trades are listed there, all the material is there

Kathleen – gave example of a project (ie; build a garage), showed example of the sheet the student would get & what's required of them

All Rubric are in a different format, some are in a checklist. Given to students. Outlines show exactly what is expected of each student

Showed another example from Level 3 – not online yet; building a steel stud wall, a variety of Rubric that you can choose

Break for Lunch

Continue with Kathleen's topic of BC Carpentry Harmonization Project

Small Group Discussions

All participants were assembled into groups of 4 to discuss Level 1 & encouraged to write everything down to give back to Kathleen for review.

Open for discussion – kudos to the people who worked on this

- Didn't always use the rubric
- Integration of them?

- Overwhelming theme is the time consideration – easy to get through it, more time for other areas
- Biggest change is all the tools, have to actually use the tools to understand it, build a tool box with all the tools is a good way to learn about all the tools
- What's been done with the blueprints? Read them, drawing, etc.
 - Blueprint reading hasn't changed, for the drafting they do the accessory building, draw a floor plan (due in 1 week)
- For code stuff its content specific

Self-assessment & group assessment

Thoughts: getting students to lay out what was happening in the program by the use of an anonymous form

How often are guys challenged?

The rubric is good so they understand the extent of what is expected them

Steve – likes the template to make sure project is done properly, plus it's easy to mark

Students like the verbal input also

Kathleen – your ideas are welcome, just send it to her or Steve

Meeting adjourned at 2:55

Wednesday, June 28, 2017

Meeting called to Order at 8:31

Don - Next articulation meeting same time next year at Camosun

Group – all in agreement

Don – introduced Rod Lindstone from Camosun (piping), & Amar Sihota from Queens Printer

Pilot Project – Online resources for Piping

Introduction

Amar – proposal for camosun to provide Piping Level 1. Queens Printer was to provide digital.

Queens Printer role - Need a secure website, digital textbooks, collect royalties

Students purchase gift card, scan # , will download the publication = brought the cost down

Piping level 1 was a PDF

Another pilot project – OK Electrical wanted to do Level 1 as well. Wanted to pull out self-tests & answer key, print self-test and sell to students.

Electrical went from 10 weeks to 17 weeks online blended (5 weeks face to face, the rest online)

Slide Show

Rod - Put proposal to ITA to get 2 extra weeks in Level 1. What if we take theory out & deliver it online? Will be 150 hour online course (5 weeks) of instructor support.

- Online is very much student driven, instructor will be available during certain times throughout the day through discussion board.
- About 100 videos; screen capture lectures; learning task pages with links; students want a once a week face to face session online
- 10 students that participated --- recruiting happened too late (2 months before start of course); has to be the right student (time management must be good); students were all still working at this time (therefore don't have to take 6 weeks off work)

Amar – perhaps level 1 wasn't the best level to do online

Rod – the stuff on line is not repeated text book stuff, its value added stuff.

- At end is the self-test (not for grade yet, but a condition for the next learning task)
- Competency quizzes don't open until the learning task is completed

Amar – demonstrated how to get onto the online learning – go to home page, enter gift card #, BCID #, log in. Always there for that student, doesn't get removed from online. Currently PDF, but can be put on as other formats. Students have search capabilities on the sight. This program gets downloaded to your basic BCID.

Amar – learners all types, nice to have other options (print, digital)

Rod – what about students sharing the PDF? Should be able to print only what they need from the PDF

Amar – this is only available to the students as a Pilot Project.

Rod - next face to face is in October.

Amar – 1st week was onsite, instructor wished he'd booked it for 2 weeks so they could mesh as a group & have group support with each other

Rod – we should have done 1 or 2 learning day first before course started to get the students up and running. Did a survey which showed the keeners like it because they could move along quicker than others.

Amar –student's EI was approved

Commuter for out of town students not an issue

Skype could be used, up to 5 students at a time but risk losing connection by distraction of phone

Rod – gained instructor time from this pilot project

Looked at it as overtime (the 150 hours)

Group – should we look at getting our modules as on line format?

Don – option of PDF

Amar – proposed to ITA that royalty did not get impacted. Other formats available too.

Don – we can continue to have hard copies of our resources available.

Group – any chance a tablet can be preloaded with all class material and give to each student? Would be updated, no paper copies, would be frozen so it can't be manipulated. Bring it back to get updated for the next level?

Group – pre loaded tablet works

Amar – who is responsible for support?

Group – seems lots of students want it

Rod – all using electronic for first portion of Foundations

Amar – will take feedback back to office

Break

Level 1 & 2 Harmonization

Don – provide update with where we are with modules for level 1 – printed. Level 2 should be ready at workshop in September to go over. Then continue with level 3. Should be ready December for bookstores, hope to get them on BC Trades website to look at before. Will find out if open school will continue publishing level 3 & 4. Ongoing maintenance that needs to happen.

Geoff to read the report:

Geoff – Chris Tesky is project manager at open school for all trades. We were first to produce this, therefore have format that all other trades are following. Original goals of us developing our own resources was to modernize it. Quite easy for open school to open that document and make corrections. Hoping with funding release that the turnover on errors can be faster, working on that with open school. I think royalty fund will be there for us to continue to use.

Chris' report – (read by Geoff) read letter from group that's working on carpentry apprentice Learning manuals introducing & explaining themselves.

Level 4 – proof of finished version available for bookstores to order for September.

Level 2 – working on level 2, will be awhile more. Old level 2 had revision, but we weren't aware how much it would cost, and didn't include enough money in budget for good images.

Geoff - When I started, my goal was to get all 4 levels up, so they now are. Content is now considered modern format. Now in E-Pub (can make a digital format).

Will meet in September to fix level 1, and get Level 2 sorted out, upgrade level 2 images, continue to do so for Level 3 & 4 over the next couple years.

Level 3 will be December 2019

Level 1 harmonized is now available on BC's Trade Module website.

Budget on level 4 approx. \$100,000

Approx. \$400,000 spent so far. Could have spent another \$25,000 for each level. Errors because rushing to get them out.

We got them out, now we're finding errors. The best way for us to keep track of errors is:

1. make a list and email it to me,
2. Go to **BC Trades Modules** website and report it

Group – can we ask tool manufactures to pay us to use their tools in the images? Then we're making money

Group - How long does it take to get instructor access to website?

Geoff - 5 min., have to get your BCEID first (group agrees that it's quick).

Thinks its important to show students how to access the BC Trades Module Website and demonstrates to the students how to report an error.

Geoff – now speaking about: Repository (Photo Library) page (in BC Trades website)

All images are in Repository, a little difficult to get images out. Geoff demonstrated how to get images out. Images are the very last thing to go into site, hoping SME will go through one more time.

Other questions regarding this or website?

Group – are we updating images as we're updating modules?

Geoff – not sure

Group – who maintains website?

Geoff – Open School, hoped Open School will maintain some kind of contract to maintain this.

Group – can we send photos to open school

Geoff – some images we would have taken a photograph, you can send them to us. In Supplementary Resources tab, you can add things. ie: I uploaded a powerpoint on installing a sky light.

You can put it in Supplemental Resources tab right now. Its password protected. Make sure you use good labelling on images.

Group – who's going to monitor it? Don't want it to be a dumping ground of images.

Don - Motion made to take a vote – 1. put resources online & 2. Lock out PDF so students can't download or copy them

Group – wording too vague

Tim S – Motion - Make the resources available for student purchase in digital form

Don – reviews ordering of book store. Will ask Amar how long it takes to get the cards. If students are accessing PDF they're going to Trades Modules website.

Tom – if we carry on as book format, we include with that a digital access and increase price to cover royalty, then student has the hard copy and access electronic version

Jeff – not for us to decide how it's going to go. Motion was “make it available digitally” and they're working on it with our feedback. It'll take a while for it to go through system, level 1 will start.

Tim – request a motion

Don - All in favour?

Unanimous vote

Break for Lunch

Tour of Trades facility after lunch

Don – send me thoughts/ opinions for review .

If issues with first year's modules and looking to add content,

Only Level 1 is harmonized, level 2 is upgrade with images at this point. Level 2 that we will work on in September will be Harmonized.

Program update from each college

Adjourn at 2:40