

## Working Committee Meeting Summary Report to the ABE Articulation Steering Committee 2018

Committee Name: <i>Education &amp; Career Planning Articulation Working Committee</i>	
March 22 & 23, 2018	
<b>Attendance:</b>	
<b>Committee Member Name</b>	<b>Institution Name</b>
Mary Shier (co-chair)	College of the Rockies
Diane Gilliland (co-chair)	Camosun College
Brittany Sully	Douglas College
Andrea Kosling	Selkirk College
John Patterson (Friday only)	Thompson Rivers Univ. – Open Learning
Rich DeRooy	Northwest Community College
Cindy Reeves	Vancouver Community College
Holly Keutzer	Northern Lights College
Jan Oosterhof-Contant	University of the Fraser Valley
Janet Sinclair (Thursday only)	Vancouver Island University
<b>Guest Name</b>	<b>Institution/Agency</b>
Ruth Erskine	BCCAT
Shantel Ivits	VCC
Courses reviewed:	
New Courses Approved for the Handbook: <i>i.e. Name of course; name of institution</i> <div style="text-align: right;"><i>Moved by: George Jones; Seconded by Mary Smith</i></div> <div style="text-align: right;"><i>Name of course; name of institution, etc.</i></div>	
<b>Courses Rearticulated:</b> <i>i.e. Name of course; name of institution (as above)</i>	
<p><b>Motion:</b> recommend to remove EDCP 030 and EDCP 047 from VIU from the grid.  <u>Moved: Janet    Seconded: Diane    Carried</u></p> <p><b>Selkirk</b> EDCP 02 and 49 are at EdCo. Andrea asked for one year extension. Committee granted.</p> <p><b>NWCC</b> EDCP 020 and 030 – no change to original course outlines. <b>Successfully renewed.</b></p> <p><b>UFV</b> ECP 074 -- no change to original course outline. <b>Successfully renewed.</b></p> <p><b>Motion:</b> recommend to remove UFV's ECP 064 from the grid.</p>	

Moved: Jan    Seconded: Rich    Carried

**VCC** – Cindy noted that names have changed. She will ask Allison Schubert (on leave) which courses need to be removed and/or updated and renewed.

**NLC -- EDCP 030** – Holly asked for one-year extension. Committee granted. Holly will ask about BEST 031.

**COTR**

**Motion:** recommend to remove EDCP 070 (CP) from COTR from the grid at the intermediate level.

Moved: Mary                      Seconded: Jan carried

**Camoson** – need to check renewal grid for dates

**Action:** create list of institutions that need a letter from Steering Committee for renewal of fundamental and intermediate level courses.

**Courses approved with Pending status:** *(please clearly identify what is pending, how and when it will be resolved)*

**Motion:** recommend to place IECE 032 from VIU onto the EDCP grid at the fundamental level on condition that it is approved at EDCO.

Moved: Rich    Seconded: Andrea    Carried

**Action:** send motion to Fundamental Working Committee

**Action:** send request to Indigenous Working Committee to move the course from the provincial to the fundamental level on the grid.

**Motion:** recommendation to renew BEST 051 (CP) from NLC at the provincial level on the condition that it is approved by the NLC's EdCo.

Moved: Holly    Seconded: Jan    Carried

**Motion:** to recommend to place CLFE 0311 from VCC onto the EDCP (CP) grid at the fundamental level on the condition that Learning Outcomes on the Course Outline are referenced to a link of the ABE Articulation Handbook in the BC Transfer Guide and the year it was articulated.

Moved: Holly    Seconded: Jan    Carried

**Action:** send motion to Fundamental Working Committee

**Changes to Learning Outcomes:** (please specify what will come out and exact wording of what will go in to the ABE Articulation Handbook; include m/s/c)

**Motion:** to clarify why learning outcomes are the same at different level, add new wording to the CP and SS streams' General Topic Outlines in the ABE Articulation Handbook:

“Note the learning outcomes listed are the same for Fundamental, Intermediate, Advanced, and Provincial levels because of the developmental nature of the content. Accordingly, the depth and breadth at which topics are explored and expectations of student work will vary with each level.”

Moved: Jan      Seconded: Holly      Carried

**Motion:** recommend to add the provincial-level Work Experience description and learning outcomes as a new stream under the EDCP umbrella to the ABE Articulation Handbook

Moved: Diane      Seconded: Holly      carried

**Action:** Mary to reference links to definition

**Action:** Mary to send out final version to committee (can delete this when done)

INSERT ACTUAL LEARNING OUTCOMES

**Action:** Rich to make minor edits (second person to third person) as discussed. Committee will give feedback.

**Motion:** recommend to add the provincial-level Portfolio description and learning outcomes as a new stream under the EDCP umbrella to the ABE Articulation Handbook

Moved: Rich      Seconded: Holly      carried

## PORTFOLIO

### Course Description:

Creating a well-organized, comprehensive portfolio is an in-depth process. This is a Prior Learning Assessment and Recognition (PLAR) course and as such, students will be granted credit for past and current personal knowledge, skills, and abilities. As part of the learning process, students must document these experiences and tailor them toward a specific purpose. It is recognized as a provincial-level elective toward the BC Adult Graduation Diploma.

Portfolio provides an opportunity for students to present and engage with faculty in the coordination and review of their work.

The first task involves choosing **one** of the following targeted portfolio options:

1. **Career Portfolio** –This type of portfolio can help take an inventory with a job-related goal. Some examples include searching for a job, identifying new career options and choices, or recognizing a need or desire for further learning.

OR

2. **Subject-specific Portfolio** –This portfolio can help showcase strengths in a specific area of competency. Some examples include photography, art, music, storytelling, parenting, addictions recovery, and cultural engagement. It can also help identify an area for continued learning.

OR

3. **Essential Skills Portfolio** –This portfolio can help track skill strengths and identify further improvement in the area of reading, document use, writing, numeracy, oral communication, thinking, working with others, computer use, and continuous learning.

### **Learning Outcomes:**

#### **Purpose**

Students will:

- establish the goals and overall purpose of the portfolio
- identify the intended audience of the portfolio
- choose type of portfolio

#### **Collection**

Students will:

- identify a variety of contexts where learning occurred i.e. education, training, employment, projects, community service, hobbies, accomplishments and activities
- gather and organize documents with significant learning experiences

### **Reflection**

Students will:

- assess learning that resulted from these experiences
- identify and justify skills transferable to portfolio purpose

### **Evaluation**

Students will:

- emphasize strengths to be used toward portfolio
- reorganize skills by theme
- formulate portfolio skill themes

### **Selection**

Students will:

- select items that best provide evidence of strengths and accomplishments toward portfolio purpose
- assemble portfolio

### **Celebration**

Students will:

- celebrate completion of portfolio and share with others
- describe transferable skills and strengths
- present the portfolio

**Issues Identified :**

### **Open EDCP Provincial Online course now available**

Mary gave an update and a demo. Committee members had guest access to the new Career Planning course for viewing. Course is available on BC Campus for download onto learning management systems. Three versions are available; for Moodle, for D2L, and a general version which can be adapted to other Lms's such as Blackboard.

## **Student Success online course**

Mary put forward the idea of submitting another proposal to create an open online Student Success course. The EDCP Working Committee supports the idea.

## **Health and Wellness**

Committee would also like to develop a Health and Wellness stream and potentially Essential Skills and would like to get feedback from Steering Committee.

**Action Taken:** *(please include here any motions other than course approvals and changes to Handbook)*

**Motion:** to adopt the Agenda with amendments

Moved: Rich Seconded: Holly Carried

**Motion:** to accept the 2017 Minutes as presented

Moved: Holly Seconded: Rich Carried

**Motion:** To elect Janet Sinclair as vice-chair.

Moved: Andrea Seconded: Jan Carried

Diane and Mary will continue as co-chairs.

## **Adjournment**

**Motion:** to adjourn on Thursday at 4:00pm

Moved: Mary Carried

Committee would also like to develop a Health and Wellness stream and potentially Essential Skills and would like to get feedback from Steering Committee.

**Action:** Working Committee to gather materials for Health and Wellness for next spring.

**Action:** create list of institutions that need a letter from Steering Committee for renewal of fundamental and intermediate level courses.

**Motion:** to adjourn Friday at 2:53

Moved: Rich Carried

**Elections:** *(eg. chair, co-chair, vice-chair)*

Co-chairs: Mary Shier & Dianne Gilliland

Vice chair: Janet Sinclair

**Next year's meeting date and place:**

Mar 14 & 15, 2019 Location: BCCAT Board room

(Super-meeting Feb 28 & Mar 1, 2019 does not work for Diane, John, Holly, and Jan)