

BC Electrical Instructors Articulation Committee
Hosted by College of the Rockies, Cranbrook BC
June 4, 2019 – June 5, 2019
Meeting Minutes

Attendees:

Myles Andrew- University of Fraser Valley	Paul Mensch- College of the Rockies
Tom Babott- Selkirk College	Dave Murdoch- College of the Rockies
Dave Briggeman- Selkirk College	Olaf Nielson- Camosun College (SLP)
Joy Brown- Department Head, Trades	Mark Oickle- Camosun College
Roger Cannon- Kwantlen Polytechnic University	Peter Poeschek- Thompson Rivers University
Nathan Chapin- BC Institute of Technology	Lee Pollack- North Island College
Charles Davis- BC Institute of Technology	Amie Schellenberg- Thompson Rivers University
Carmen DeGoey- Camosun College	Mike Schroeder- Camosun College
Claudio Dibiasse- Okanagan College	Ted Simmons- BC Institute of Technology
Mike Finch- Thompson Rivers University	Daniel Smythe- University of the Fraser Valley
Jim Gamble- Okanagan College	Kevin Szol- College of the Rockies
Jeff Janzen- Kwantlen Polytechnic University	Cam Thiessen- Northwest Community College
Samuel Johnson- Vancouver Island University	Mike Turley- Thompson Rivers University
Rick Heikkila- Vancouver Island University (Vice-Chair)	Randy Underwood- Thompson Rivers University
John MacMillan- College of New Caledonia	Jeremiah Williamson- Okanagan College

Guests:

Jim Gamble, OC	Natasha Noble- Nelson Education Ltd.
Kristen Holliday- ITA	Julie Beaudette – Nelson Education Ltd.
Kirstin Leversage- ITA	Marlin Ratch- ITA
	Colleen Rogan- ITA

Regrets:

Jim Reaugh- British Columbia Institute of Technology (Chair)

Recorder: Karen Langan, College of the Rockies

Tuesday, June 4, 2019

1. Introductions and Acknowledgements

Jo Ann Smith, Indigenous Education Coordinator and Academic Advisor at College of the Rockies welcomed the members to the College and acknowledged we are on the traditional territory of the Ktunaxa People who have lived on this land for more than 10,000 years. College of the Rockies serves the communities of the East Kootenays, all of which are located on the traditional lands of the Ktunaxa People. We acknowledge, value and honour our partnerships with four Ktunaxa communities, as well as with the Shuswap band and Metis Nation of BC.

Joy Brown, department head for trades programs, welcomed everyone to the COTR. The college has 5 regional campuses with the main campus in Cranbrook, the trades programs are offered at the Cranbrook campus. Our dean of trades and technology, Jack Moes, is away right now but welcomes the articulation members to our campus.

The meeting was called to order by Rick Heikkila at 9:09 a.m.

2. Approval of the Agenda

Motion: To accept the agenda as presented

- Kevin Szol

- Secoded- John MacMillan

Carried

3. Approval of the Minutes

The committee brought forward the motion on page 10 of the 2018 minutes which reads:

Motion: Moved by Myles Andrew- Pending any inaction of Motion #1 and Motion #2 the EIAC will draft a letter to the Ministry responsible outlining our concerns. Secoded by Cary Britton, Carried

This motion reflects the \$447,000 dollars that was accumulated in the electrical royalty fund account, how it was transferred from the Queens Printer to the ITA and how it is not available for institutions as curriculum resource funds.

Discussion:

What is happening to the funds as we move forward and what is happening with the ongoing revenue from the sale of the learning guides?

The money has to be clearly defined and tracked; money has been received for harmonization but there is no word about maintenance funding.

ITA spoke up and indicated that they did not receive a formal request for this information and would need one sent; however, the motion indicates that a letter will be sent to the Ministry.

Action Item: The new chair needs to follow up on this motion. There needs to be clear guidelines on who will write the letter and the facts included need to be clear and concise. Olaf would be a good resource. The new chair will decide who will be part of a small committee of members with past history to work on this. Suggestion to cc the letter to ITA.

The committee brought forward the motion on page 11 of the 2018 minutes which reads:

Motion: Moved by Ted Simmons- That the EIAC send a letter to BCATTA that the committee is opposed to the development and use of Standard Level Exams and challenge exams. Secoded by Clarence Burlock. 11 in favor, 6 opposed & 2 abstained- Carried.

Action item: The new chair of the EIAC will act upon this motion.

Motion: To accept the May 29 – May 30th, 2018 minutes after discussion of previous motions (action items).

- Ted Simmons

-Secoded – Tom Babott

Carried

4. ITA Presentation- Colleen Rogan, Kristen Holliday and Kirstin Leversage

Topics of Discussion: (the PowerPoint presentation was sent by separate email to all members by the chair)

1. Apprenticeship numbers
2. IPSE Statistics
3. Code Books for exams
4. SLE Development and Implementation
5. Harmonization Transitions

If an apprentice is inactive for 18 months they are deregistered with ITA. As soon as they register, for example a work based training is recorded, they are flipped over into active.

How does ITA come up with the questions for taxonomy?

The industry reps and the instructors come up with the questions. Wording within some competencies lend themselves to generate the taxonomy questions. The process is organic and flows with the group, a lot of this is based on the content in each section.

How are SLE results being used to evaluate private training institutions?

What is the plan to use the data for SLE's as a training tool for the province?

When it comes to evaluating training providers; all private providers are required to write the SLEs. The SLEs are less about evaluating and more about discussion. We use the data as a training tool. They are modeled to the Red Seal Exam. Using these exams are a practice for studying and writing the final exam. ITA can provide institutions the results broken down by GLC.

How do the fail rates compare to other provinces?

The National Pass Rate Stats reflect IP statistics, apprentices, challengers, failures etc.

Why is the ITA moving towards standardized exams?

They have been in place for many years. Students in session right now will be writing them. Institutions decide when they schedule their exams, either paper or online.

Is the royalty still on the ITA binders? Where are the funds kept and who is responsible for it? Will there be more funds for curriculum development moving forward?

Not in a position to talk about those right now. Would require a formal request and then ITA will outline the funds. ITA is in discussion with TTBC. Olaf will bring it forward to BCCATTA.

Is there any stats available on how the students in the pilot did?

Purpose of the pilot was to get feedback. The data will be reviewed in the post pilot review in the summer. IE challenges are not included in the slides shown at the meeting.

What is the timeline for students to see their marks? A 2nd year class can end on a Friday and the 3rd year starts on the Monday.

Electronic form is faster than paper form for receiving results. There can be a 1 day to 5 day turnaround for receiving results. If a cohort has a high fail mark ITA does not post this information until they contact the instructor (a courtesy).

Does ITA have a bank of exams?

ITA has more than one form to ensure exams are not compromised. Currently they are working on static forms. Online exams will scramble the questions so one person's exam will look different than another exam.

Red Seal Exams- the apprenticeships are provided with a formula sheet. Is that the same thing as the SLEs?

It is a different formula sheet than the RSE.

Do students have to write the Standard Level exam to pass the level?

Yes, to complete each level students must write the SLE. ITA does not have all of the marks from the institution; so they send the marks for the exam back to the institution who blends the marks. Sometime there is a delay in getting the blended mark back to ITA. The SLE complies with both the 2015 and 2018 Code Book.

One of the concerns is that smaller institutions are not able to participate in dual streams as outlined by ITA.

ITA can work with these institutions with the challenges of the dual stream.

Further questions can be forwarded to Rick and he will send them to the ITA.

Discussion:

Members are wondering why the exam has been reduced from 4 hours to 2 hours and still 100 questions. The exam should be 50 questions for every two hours. Students are not completing the exams in the pilot project. Further discussion is needed on this subject.

Prior to moving to the next agenda item, Rick announced that John Todrick passed away on January 6, 2019. John was a very energetic and valuable member of the committee and Rick encouraged everyone to remember him in their own way.

5. Institutional Reports presented by the Chairs:

Okanagan College –Claudio DiBiase

Our current May intake include a level 1, 2, 3 and 4 apprenticeships with three foundation classes, two in Kelowna and one in Salmon Arm. We just completed 2- level 1's, 2- level 2's, 2- level 3's, and 4 – level 4's apprenticeship courses. In August we will be offering, 1- level 1, 2 - level 2, 1 – level 3, and 2 – Level 4's. Currently October looks good 2- level 2, 3 - level 3, 4 - level 4 and 3 foundation classes.

Challenges, we facing our waitlists are going down. The big flow of level 4s will be finishing. We do not have a big waitlist for level 1s while level 2 and 3 are not bad. Another challenge we faced this

year was harmonization and implementing learning resources for level 1 and 2. Instructors are doing a super job and we are awaiting what level 3 will bring.

Students struggle with the Nelson publication with some figures not included and alignment issues. Student complaints are being sent to instructors who also have challenges with the new model and harmonization. We have 12 fulltime instructors, one at 75% regularization and 5 subs. We will be hiring another sub to fulfill department changes coming in the near future.

Coast Mountain College – Cameron Thiessen

Currently we are not running first year classes due to low enrolment. This year we ran a level 2,3, and 4 as well as 2 foundation classes. Foundations is offered every year in Terrace and alternating cycle in Prince Rupert and Houston. The School district has been a good source of students for the foundations program. CMC has just completed an 18 million dollar trades building renovation and is in the process of setting up the electrical shop space. The new electrical lab space is a great improvement. This year there are 2 full time instructors and 2 terms. Overall numbers appear to be on the decline as of late. We are hoping for an upswing in class enrolments as the LNG project proceeds forward and continues to stimulate our local areas economy.

BCIT- Ted Simmons

We are extremely busy. We currently have 46 Instructors and this year we will deliver 102 Apprenticeship classes, 26 Foundation classes and 3 Security alarm classes. Our major challenges involve staff recruitment and training space. BCIT has delivered 15 harmonized level 2 classes and 4 harmonized level 1 classes.

Selkirk College - Tom Babott

We are running 6 apprenticeship courses and 2 foundation. High number of level 4s. Selkirk College has three fulltime instructors and a part-time instructor at 80 percent. Still relying on retired instructors to come in for relief. We continue to refurbish our campus, our new administration building and cafeteria has recently opened. Our electrical lab and classrooms are currently being upgraded, completion slated for September 2019. A thank you to larger institutions for sending students our way. Currently recruiting for a new dean, and instructional staff as I will be retiring within the next year. Another thank you for all the work that the committee does in supporting the electrical trades and students and for sharing their knowledge.

I continue to sit on the BC Fed apprenticeship and skills training committee and will forward the minutes to the members via the Vice-Chair, Rick.

KPU- Roger Cannon

Our electrical department has grown, we are now the largest department on the campus. Challenges are classroom and Shop space; with our shop location remaining the same for the last 10 years. This past year we ran 17 apprentice classes with 4 foundation. This year we anticipate running 14 apprenticeship and 4 Foundations classes. The greatest demands are in levels 3 and 4. We only run one level 1 class a year. Harmonization is a challenge to stay up to the changes with curriculum. Which to use Nelson or the Binder system? For the moment our administration is stable.

North Island College – Lee Pollack

We have

- 2 harmonization foundation with 2 non-harmonization class,
- 1 harmonized level 1 and 1 non- harmonized,
- 2 harmonized level 2 and 1 non- harmonized,
- 4 level 3, and
- 4 harmonized level 4 and 4 non- harmonized.

Level 2 harmonization is difficult to get through because of the mass amount of material. We thank all of the bigger institutions for sending their waitlists our way; we have 50 percent local students and 50 percent from out of region.

TRU- Peter Poeschek

We are running the same amount as past years, approximately 29 to 31 apprentice classes and 4 to 5 foundation classes. We have offered 2 level 1 harmonized classes and 3 level 2 harmonized classes. The Nelson packages were not working well for the January level 1 and 2 classes so we went back to the BC Trades modules binder packages. There are 13 faculty, 11 full-time and 2 sessional faculty who we try to keep working full time. We have moved 5 of 7 electrical labs into the new trades building and the labs much larger than our previous lab spaces.

UFV- Myles Andrew

We are running 12 apprentice classes and 3 foundation. We are also running an electronics common core, robotics & automation program and starting up a digital manufacturing program. There are 5 fulltime and 3 sessional staff. We run primarily level 3 and 4 classes this past year. Level 1 and 2 are on the new harmonized system using the Nelson resource materials. Our challenges are classroom and lab space as programs are outgrowing the facility.

VIU- Samuel Johnson

For the 2019-2020 year we are offering harmonized classes: 3 foundation, 1 level 1, 2 level 2, 6 level 3 and 2 level 4. We are running a pilot project whereas contractors will be get certification to put in Electrical Vehicle charge stations. We will be hiring two more instructors. We have a long waitlist for level 3, and level 2 and 4 have over 100 on the waitlist. Our challenges are the prep time for harmonization, for relief instructors we rely on retirees and classroom space. Our courses are offered back to back. Our new electrical building is on a 5-7 year plan. At VIU we continue to build ongoing long-term partnerships with industry and over 3 million dollars in bursaries go out every year. We have a peer support program in which students in higher level math or engineering courses get paid to sit in our classes and offer students extra math support after class.

Camosun College- Carmen Degoey

Our class offering is very similar to last year with 5 to 6 foundation and 33 apprenticeship classes. We targeted level 3 last fiscal and were one FTE above our base. Camosun has 14 fulltime continuing Instructors, 4 of which are new from last fiscal and 4 term instructors. Our department has a program leader for the Foundation Program for the first time. We have a lab tech who is a Red Seal

Certified Electrician. Camosun offers special projects: (WITT) women in trades training, (TASK) trades and skills knowledge program, ACE-It and (IPTT) Indigenous peoples in trades training. We actively deliver apprenticeship at some of the penitentiaries and have signed another two year contract. Our challenge is working on harmonization off the side of our desks. We have long wait lists except for level 1 as the foundation program takes most of the students. Another challenge is attendance; the apprentice's accountability to attend their classes. Thank you to the Curriculum Sub Committee members who dedicated so much of their time on the new student resources.

CNC- John MacMillan

Not much has changed at CNC; we have 5 fulltime and one staff on call. Our satellite campus in Quesnel has one instructor. We offer one foundation, 1 level 2, 1 level 3 and 4 level 4. Our foundation program fills up quickly so we usually offer two a year. We usually run 14 apprentice classes every year with level 3 and 4 the busiest. Our CTC (ACE-IT) program and trades discovery program run through four different trades and we have a full course offered for Indigenous women in trades. There is a new civil engineering program that will be offered.

COTR- Dave Murdoch

We run 8 apprenticeship classes and 2 foundation classes. Our level 4 industrial classes are not high numbers. We have a partnership with Teck Coal called the MAP (Mining Apprenticeship Program) that has electrical and heavy duty mechanics complete their apprenticeship at Teck Coal but be hired by COTR.

Our numbers have been good and we have several out of region students. We have four fulltime instructors. For level 1 and 2 we offered one of each harmonized. COTR uses the Nelson packages; though we note there needs to be more work done on the packages. We have two trade samplers and will be running another one for the third year in a row. We have a new trades building were our electrical program is housed.

6. SLP Presentation- Olaf Nielsen

ITA will be focusing on equity and diversity initiatives as well as Indigenous as they move forward. ITA is hiring a new director for women in trades. Currently they have a director for Indigenous in trades. Nationally, the reports on women in Red Seal trades is approx. 14 percent. In BC, it is approx. 10 percent in all trades. ITA has seen that some colleges are experiencing an increase from outside their area for unused seats in electrical training due to waitlists in some areas. ITA will be releasing dollars from their Labour Market Demand Fund to meet the demands of waitlists. Even with additional funding for waitlists, there are still institutional challenges with available space and finding qualified faculty to take on more training.

7. Harmonization Effects

What is working? What is not working? What could work better?

- Need a better flow because level 2 is overloaded.
- Students can have four rewrites before a committee decides if they get a fifth.

- The thought was that harmonization was inevitable and nation wide; we are now looking to mold, shape, change and shift the program.
- The RSOS is a provincial outline. When a committee went through and looked at time allocated for each subject the committee told ITA that changes had to be made and the committee needed to review and give input; this was not followed through with. The group wants to move forward to make adjustments provincially and then forward nationally.
- Level two is at 140 percent of allotted time. This is impossible to follow through but ITA says this fits the RSOS.
- What do we see happening with level 3 and 4; possibly adding DC machines to Level 3 which is light.

What we need is a well drafted letter and in that letter- letters from students, letters from industry, from program advisory committees etc.

- Activating collecting data from each institution for what is happening at level 2, use examples: attrition.
- Tell the ministry what doesn't work, include data and show a concrete plan for a solution which have to be concrete and doable. Have a strategy on how to mitigate the issues.
- Include student's emails and letters, provide students with a means to provide feedback. Students have the biggest impact.
- Involve deans. Olaf can bring this information to BCCATTA to get some direction. The right leadership needs to move this issue forward.
- The letter needs to be circulated through this group, agreed upon and cc to ITA and BCCATTA. The same message is then sent to everyone on what our concerns are.
- The next meeting is in October, so this would give enough time to have the letter completed, data and solutions included and circulated to the group.

Motion: The articulation committee compile anecdotal information and data to forward to BCATTA in October for their consideration and presentation to the ITA regarding harmonization curriculum alignment concerns.

- Kevin Szol

-Seconded- Carmen DeGoey

Carried unanimously

Suggestion in reference to Motion above:

- DC Machines- 9% (possibly moved to be in level 3)
- HVAC- 6%
- Motor Control- 5.5% (possibly to be in level 1)

8. Curriculum Sub-Committee Update- Daniel Smythe, UFV

The curriculum sub- committee has two primary projects: One is the TTBC and the other is Nelson Publishing.

The sub-committee worked on Level 1 to develop harmonized ITA learning resources with a February 2018 sprint and implementation in January 2019.

Level 2 was worked on in June with a July sprint. There were a number of significant challenges as we moved away from the model we had been using. The TTBC projects had specific and limited scope, which was to develop and align the student learning materials with the harmonised program outline. The projects did not include budget or scope to update or make corrections to the materials. As a result, the student materials include out of date code and errors, without a plan or funding to assist with correcting or addressing the problems.

The level 3 project is in the planning stage and a teleconference on May 7, 2019 looked at gaps, resources, authorship, hours etc. TTBC will start on this project in the fall with the earliest rollup in April 2020 after the implementation of level 3 in January 2020.

As yet there is no funding available to monitor the updates and make corrections to the ITA binder materials.

The Nelson project built upon previous work done and developed a new Level 1 custom as well as developing a Level 2 custom. The group drew from several additional texts with a total count of 16 Nelson/Cengage textbooks used in the custom texts.

Nelson Publishing has begun mapping their content to develop a Level 3 custom textbook which will be available for the roll out of harmonized Level 3 in January 2020

Discussion:

BCcampus' s mandate is to put these type of resources together and have grants in place to do this.

Any mechanism that we look at can take control of our curriculum. The copyright is now held by the Ministry and administered by the ITA.

If we had full access to the copyright, then Nelson Publishing might publish it.

They are working on Level 3 and they will be working on subject matter experts on the program outline. They will have a level 3 custom text for rollout in January 2020.

There are approximately 10 to 12 people on the curriculum sub-committee and it is hard to entice more people to be on the committee as attendance and participation is purely voluntary. Has anyone pitched for a national curriculum database? Why does every province strike out on their own? A thought!

One suggestion is to have a National conference to have everyone come together to start this. Does the committee feel that there should be a sub-committee moving forward? Agenda item moved to tomorrow's meeting.

Wednesday, June 5, 2019

1. EIAC Elections (New Chair and Vice-Chair):

Motion: To pass chair responsibility to upcoming host institution's representative and elect co-chair for a two year term.

-Ted Simmons

-Seconded-Nathan Chapin

Carried

Nominations for Vice-Chair

Roger Cannon nominated Carmen Degoey for Vice-Chair

Mike Finch nominated Jeremiah Williamson for Vice-Chair

Voting was done by secret ballot and counted by the Recording Secretary.

New Vice-Chair: Jeremiah Williamson 2020-2022

The chair is changing all the time, how does this impact the relationship with outside bodies? So, the committee wants to ensure that the objectives, initiatives and motions are moved forward with the new chair. The committee members need to feel more engaged and connect more often.

2. Learner Resource Presentation: Nelson Publishing (Julie Beaudette, Director of Sales for Western Canada, Natasha Noble, Regional Manager, Digital Solutions).

The presentation for Nelson Publishing included an overview of their staff, vision, partners, and what products they have to offer.

They have the Electrical Wiring Series for Residential, Commercial and Industrial. Next steps are filling the gaps for Level 1 and Level 2; mind tap integrations and have Level 3 custom ready for Winter 2020 and Level 4 custom for Fall 2021.

While Level 1 and Level 2 review is one of the goals; the main focus at this time is Level 3.

Nelson Publishing made it clear they are receptive to hearing what the committee wants and needs and their timeline for accomplishing updates and changes is fast.

A concern of the committee is that the ATP cost is high.

Natasha had a presentation for the Nelson digital resources. While updates are made in the paper copies; there is a time lapse to being updated in the digital resource. Custom curriculum can be added digitally. Students can not share their digital handbooks amongst themselves; but the instructor can add to student's digital handbooks or to all of the students as a group.

There are simulations which an instructor can set as a graded activity, practice or score the student. There is a lot of control for the whole system by the instructor. In addition, instructors can imbed or insert images, graphs, videos etc.

In Mindtap, Pathbrite is a site that showcases the student's skills and accomplishments in their trade. There is no fee attached to this site. This site can be used as online resume building.

Mindtap is a partner to D2L, not a replacement.

Action item: When Natasha receives the email addresses from Rick for the attendees at this year's EIAC, she will forward a Mindtap demo.

Discussion surrounding the usage of the Nelson material. A lot of institutions are utilizing part but not all of the Nelson material; very disjointed for the students and the instructors. The binders were a lot easier to learn from and for new instructors easier to work from.

What instructors like is the support they get from Nelson. With the binders not being supported this may be the only option.

The SLE's that the student's are going to be writing- it is from the program outline. The Nelson publisher took the program outline and touched on each of those points in which instructors are required to cover.

3. Electrical Technology Advisory Committee (ETAC) – Jim Gamble, OC

FSR Renewal-

FSR Renewal process was discussed, there will not be a "knowledge update" for this renewal period. A knowledge update is scheduled to come into effect for 2021 in an online or face to face training course. Renewal date is July 31, 2019 and is good for three years. A YouTube video step by step for contractors.

<https://www.youtube.com/watch?v=L614qWui1xM&feature=youtu.be>

Some group discussion around new FSR operational permit process.

CEC Adoption-

We are currently waiting for the signature. Group discussed concerns over delayed adoption of CEC and impact on apprentices.

Compulsory Trades

There was some group discussion regarding the reinstatement of compulsory trades in BC.

4. Curriculum subcommittee Terms of Reference.

The curriculum subcommittee's terms of reference is dated. To move forward with this committee, the terms of reference need to be updated to remove reference to open school BC, to work on student mandate resources, membership and other minor updates.

Motion: The curriculum development subcommittee review the terms of reference and make the appropriate changes and submit it back to the committee for review and acceptance.

-Ted Simmons

-Seconded- Myles Andrew

Carried

5. Next meeting: KPU 2020 TBD- Roger Cannon, new Chair.

Back up Camosun College

*An acknowledgement for all of the time the past chair, Jim Reaugh, has spent on EIAC business.
Thank you, Jim!*

In addition, a thank you to Rick Heikkila in his role as Vice-Chair.

Motion to adjourn at 2:37: Kevin Szol.