

MEETING MINUTES (Approved)

ATTENDEES:

COUNCIL MEMBERS:

FLEMING, Robert	<i>BCCAT Executive Director (CO-CHAIR)</i>
CARDWELL, Steve	<i>Associate Vice-President Academic (& Vice President, Students-Interim), Kwantlen Polytechnic University</i>
CRESPIN-MUELLER, Dorys	<i>Executive Director, Integrated Planning & Effectiveness, Thompson Rivers University</i>
DENTON, Kathy	<i>President & CEO, Douglas College (ACTING CO-CHAIR)</i>
DICK, Brian	<i>Professor and Chair, Engineering Vancouver Island 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>
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: *Verna Billy Minnabarriet, Jim Hamilton, Rummana Khan Hemani, Karen McCredie, Lisa McCullough, Carolyn Russell*

STAFF MEMBERS:

ADAMOSKI, Robert	<i>Director, Research & Admissions</i>
DROPOL, Adina	<i>BCCAT Office Coordinator</i>
ERSKINE, Ruth	<i>Committee Coordinator</i>
GONCHAROVA, Alena	<i>CO-OP Student/Project Assistant</i>
HESLOP, Joanne	<i>Manager, Student Transitions Project</i>
KOOK, Jennifer	<i>Manager, Technology Services</i>
McQUARRIE, Fiona	<i>Special Projects Coordinator</i>
TIKINA, Anna	<i>Research Officer</i>
WINSEMANN, Mike	<i>Director, Transfer and 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, Corporate Planning, International and Quality Assurance Branch. (by phone)

University of British Columbia:

Sam Saini, Associate Registrar, Undergraduate Admissions and Student Recruitment & Advising, Enrolment Services

Paola Baca, Associate Director, Undergraduate Admissions, Enrolment Services

PRESENTATIONS

*Student Transitions Project: Reporting, Reflecting & Remodeling (Joanne Heslop, STP Manager)
Recent Changes to UBC's Admissions Processes – Sam Saini & Paola Baca, UBC Enrolment Services*

MINUTES

1. WELCOME & OPENING REMARKS

We 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^mməθkwəyəm (Musqueam), Skwxwú7mesh (Squamish), Stó:lō and Səlílwətaʔ/Selilwitulh (Tseil-Waututh) Nations.

Rob Fleming and Kathy Denton welcomed all to the meeting.

2. PROPOSED AGENDA

There was one addition to the agenda: a presentation by Sam Saini and Paola Baca (UBC Enrolment Services) on new admissions process at UBC. The agenda was approved, as amended.

3. MINUTES OF THE PREVIOUS MEETING

The minutes from the meeting held on June 6-7, 2019 were approved as presented.

4. COUNCIL BUSINESS

4.1. Membership

4.1.1. New and Reappointed Members

Rob welcomed Steve Cardwell, newly appointed member to the Council, noting that Steve had previously served on the Council (2011-2014).

Rob also confirmed the reappointment of the following members:

- Dorys Crespin-Mueller
- Kathy Denton
- Gerda Krause
- Brenda Louie
- Elizabeth McCausland
- Lisa McCullough
- Diane Naugler
- Steve Roe

4.1.2. Student Representation on Council: Discussion

Rob Fleming raised this discussion, seeking guidance from Council members on how we might improve our approach for identifying, nominating, and engaging students for representation on the Council. He noted challenges we face regarding student representation:

- Transfer students are often (by definition) at a transitional stage of their post-secondary journey. This can mean that they are available for a fairly short period of time.
- Their formal appointments are normally for a one-year period. As a result, they are often only finding their feet regarding the working of the Council and the transfer system near the end of their terms.
- The fact we can no longer offer honoraria can also be a disincentive for students, given their own constraints.

For these reasons, it would seem appropriate to re-evaluate our process for identifying, nominating and engaging student representatives.

In discussion, members raised the following points:

- If we communicate with those involved with transfer programs across institutions (and advertise in transfer advising offices), we may be able to identify students earlier on in their journey
- It might be appropriate to approach student organizations to identify suitable candidates
- There is considerable value in finding students who are truly representative of transfer students. On the other hand, there may be others who are adept at speaking for students, such as advisors.
- It may be worth considering a more radical approach than we have to date (i.e. inviting focus groups of students to specific meetings for specific discussion purposes)
- Student representation is a priority on provincial boards. It may be worth exploring the possibility of having students with an interest in public policy on the Council for longer periods

ACTION: Rob agreed to take these points under advisement and bring back the issue to Council when staff have had a chance to map out a way forward and consult with the Ministry.

ACTION

4.2. Provincial Issues and Developments

4.2.1. Ministry Update

Jamie Edwardson provided an update on key Ministry developments for information, touching on the following:

- Budget Constraints (current review of internal operations and discretionary funds (including government agencies) to align with current budget constraints, including curtailing travel as appropriate)
- Indigenous Post-Secondary Education - Training for Institutions
- Student Housing
- Open Educational Resources
- EducationPlannerBC / electronic transcripts
- International Education
- Learning Modernization Initiative

4.2.2. Proposed Process for Funding Conference Presentations

Rob Adamoski introduced this item for discussion, focusing on the question of how to support participation of Standing, and Articulation Committee members, and contracted researchers in conferences allowing exchange of information on BCCAT projects, initiatives, and processes, with information from other jurisdictions.

This issue has emerged because staff have been receiving requests for funding for these purposes, and the need for clear principles and processes has become clear. The aim is to maximize benefits while ensuring equitable use of BCCAT's resources.

Members agreed that this kind of support could be motivating and a clear sign of support for articulation committees, smaller institutions, and those involved in key projects and activities of interest across and beyond the BC system. Feedback was received and will be considered as a draft process is developed.

ACTION:

ACTION

- BCCAT staff will take this feedback into account and prepare, as we develop a draft process for approval by Council at a future meeting.
- BCCAT staff will also consider at what kinds of events it may be appropriate for Council or Committee members to speak on behalf of BCCAT.

4.2.3. EducationPlannerBC

Kathy Denton gave an update on developments regarding EducationPlannerBC, touching on the following points:

- EPBC is currently working with the Ministry to transition into a not-for-profit society
- At this stage, 21/25 institutions have onboarded. Okanagan College joined in July, and UVic and UBC are due to onboard next.
- Transcript services - EPBC is working with registrars to inform how best to smooth these processes.
- EPBC is extensively involved with engaging the wider public in recent weeks and months. This has included workshops with parents, advisors, and others.

4.2.4. Indigenous Articulation Committee

Rob Fleming and Mike Winsemann reported on recent meetings with the new Co-Chairs of the Indigenous Articulation Committee in June and September to assist them as they determine what role they may best play in supporting Indigenous education in the BC post-secondary system. For example, they are considering how they might help institutions engaged in Indigenizing curriculum, and how Indigenous courses might be listed on the BC Transfer Guide.

At this stage, the committee is working on its draft Terms of Reference, criteria for membership, and potential projects.

There was some discussion regarding the criteria for membership of this committee and how the remit of this group appears to be broader than it was for the former First Nations Articulation Committee. (This committee may comprise members from IAHLA, FNEESC, Elders, and Knowledge Keepers, so representation is wide-ranging.)

Members agreed that it is encouraging that this committee is looking at how it might support the wider system, and some wondered whether they may be involved in outlining Indigenous content requirements.

4.2.5. Learning Modernization Initiative

Rob reported on a teleconference with Emilie Hillier (MOE) and post-secondary institutional contacts to discuss current issues and next steps. Key points of interest include the transcript issues, engagement/implementation, and a potential literacy assessment forum (probably in spring 2020).

4.2.5.1. Careers Summit

Steve Cardwell gave a brief update about this event - the second provincial Ministry of Education Careers Summit, hosted by Kwantlen Polytechnic University. The event was very well attended --including by representatives from both education ministries.

It looked at questions concerning how we might equip students for post-secondary success and ultimate achievement of their career goals. For more information, see https://archive.news.gov.bc.ca/releases/news_releases_2017-2021/2019EDUC0048-001127.htm

ACTION: Rob Fleming will see if he can obtain the PPT slides of the Careers Summit presentation for distribution to the Council.

ACTION

4.2.6. BCCAT Transfer Awards

Val Yorkston presented the recommendation of the Awards Committee that the Leadership Award be awarded jointly to Debbie Lin (Manager, Transfer Credit, Undergraduate Admissions, Enrolment Services, UBC) and the UBC Student Communications Services Team. The following motion was tabled:

➤ **MOTION:** To accept the recommendation from the Awards Committee regarding the recipient(s) of the 2019 BCCAT Transfer Awards.

MOTION

T. O'Meara / B. Dick CARRIED.

Val also mentioned (a) that we are looking for a volunteer from the Council to participate on the Awards Committee, and (b) the committee will be evaluating the awards program this year. Any recommendations for changes will be brought forward to the Council.

4.2.7. Staff Report to Council on External Activities

This document was provided for information.

ACTION: As per a Council member request, BCCAT staff will update the report format to more clearly highlight the nature and purpose of the reported events and activities.

ACTION

4.2.8. Projects & Activities Chart

This document was provided for information.

5. TRANSFER & ARTICULATION

5.1. Transfer & Articulation Committee (TAC)

The new TAC Chair, Diane Naugler, gave an overview of the discussions at the meeting of the TAC held on September 20. Key issues discussed that day are covered in the items below.

5.1.1. Native Education College & Listing of Course-to-Course Agreements

The TAC reviewed an application from the Native Education College (NEC) to become a member of the BC Transfer System. NEC does not meet the current criteria under BCCAT Policy 3A to become a member of the BC Transfer System, as the institution must be either publicly funded or a private degree granting institution. However, under BCCAT Policy 3B, institutions are eligible to be considered for listing in the course to course section of the BC Transfer Guide

under exceptional circumstances. It was under these criteria that NEC was considered. The TAC was supportive of NEC's inclusion in the course to course section of the BC Transfer Guide, and acknowledged NEC's long history of participation within the BC Transfer System. BCCAT will work NEC to onboard their institution at a mutually determined timeline.

BCCAT will consider whether changes are necessary to Policy 3A to allow for membership for institutions such as NEC.

5.2. Articulation Committees

Ruth reported that articulation committee meeting minutes are still coming in (40 committees have submitted to date). Meanwhile, she has been gathering feedback from the committee chairs and SLPs on who would like to attend future orientation workshops and what specific information they would like to receive.

5.2.1. 2019 Joint Annual Meeting

The JAM program (draft) is available on the website, and council members are invited to register and attend as well. (To date, 111 individuals have registered.) Due to the possibility of strike action, it had become necessary to change the venue. The event will now take place at the SFU Wosk Centre for Dialogue. Details are available on the JAM webpage.

5.2.2. Fall Update

The Fall Update was provided for information. It serves as an overview of key issues and developments of interest for articulation committee members and others.

5.3. TAC Projects

5.3.1. Flexible Pre-Majors

Fiona spoke to this issue arising from recommendations from the recently completed Flexible Pre-Majors report. There appears to be no clear process for updating FPMs on the BC Transfer Guide, so Fiona and Mike have developed a process. Articulation committees with FPMs have been contacted to request that they send in their updates by October 14th.

5.4. Transfer Innovation (TI) Projects

5.4.1. TI Projects Update

Fiona reported that there are no new TI projects due to the review of the TI program. One project, by the Modern Languages Articulation Committee, is in process.

5.4.2. TI Program Review

Mike reported that the framework for the TI program is being revised. The subcommittee overseeing this project has had fairly wide-ranging discussions, concluding that the program should be continued but the framework should be revised to ensure higher quality proposals and projects, and greater relevance to transfer system issues. A proposal for a revised program will be submitted to the TAC at the January 2020 meeting.

6. ADMISSIONS

6.1. Admissions Committee

Robert Adamoski spoke on behalf of Karen McCredie (Committee Chair) in her absence. He noted that several new members have joined, filling a number of recent vacancies: Paola Baca (UBC), Paul Campo (CNC), Rummana Khan Hemani (SFU), and Fred Jacklin (VIU). The next meeting will be held on October 11th.

6.2. Upcoming Publications

Robert noted the status of two upcoming publications:

- Academic Credits – Multiple Credits (undergoing peer review)
- Communicating and Implementing Block Transfer Agreements (due for publication this fall).

7. RESEARCH

7.1. Research Committee

The next Research Committee meeting is scheduled for November 8th. The main focus will be to review reports soon to be published and proposals submitted in response to the Contemporary Issues CFP.

7.2. Research Projects

7.2.1. *Credits to Graduation*

Evaluation of the results from the study is still underway. Anna Tikina gave a brief overview regarding findings from this project. One key finding showed that post-secondary pathways are rarely linear, even for students who complete their credential at a single institution. The report is likely to be completed this winter.

7.2.2. *Survey of Mobile Students*

Robert Adamoski presented some early results from this survey, conducted from February to June 2019, and gathering feedback from over 4500 students who moved between BC public post-secondary institutions. Customized reports are due to be provided to institutional research offices later this fall, and the system-level report will be published in 2020.

7.2.3. *Contemporary Issues – Updates*

Anna provided brief updates on 3 current Contemporary Issues projects:

- Indigenous Student Pathways – the second phase of a project on the persistence and mobility of Indigenous students. (Likely to be finalized this winter.)
- Mobility Survey – looking at the awareness and preparedness to share student data across jurisdictions. (Likely to be finalized this winter.)
- Prior Learning Assessment in BC, undertaken by BCPLAN. (Near completion.)

7.2.4. *2019-2020 Research Plan*

A newsletter outlining BCCAT's 2019-2020 Research Plan was provided for information. It is also available at bccat.ca/research/plan

8. TECHNOLOGIES

8.1. BCCAT.ca Redesign Project

The BCCAT site is undergoing a redesign to improve navigability and access to key publications and projects. Work will continue through the fall/winter with a view to possibly launching the improved site in early 2020.

8.2. BCTransferGuide.ca Enhancements

BCTransferGuide.ca is also undergoing improvements. This year, minor enhancements will be carried out as per recommendations from the recent external review. And more substantial improvements will likely be undertaken next year.

8.3. Transfer Credit System (TCS) Update

As part of the ongoing “TCS Suite” project, Douglas College and UNBC have now onboarded their internal transfer tables to the TCS Suite. Work is currently underway with Okanagan College, and there are meetings scheduled with additional institutions in November. As a result, to date, we are looking at over 75,000 more agreements being added to the TCS (26% more than were listed previously).

BCCAT is currently working on a new version of the TCS known as the “Atomic TCS” which will introduce a new data model, and a number of features recommended by users. The Atomic TCS will be demonstrated at JAM and is scheduled to go live in the new year.

9. MARKETING & COMMUNICATIONS

9.1. Upcoming Events/Outreach

BCCAT staff will be attending a number of education fairs over the fall months, including:

- Langara College’s “University and College Pathways Expo”
- Provincial Education & Career Fairs (ECF) in Kelowna, Nanaimo, Abbotsford, Surrey, and Vancouver.

The goal will be to raise awareness about transfer pathway options and BCTransferGuide.ca, and to establish contact with students, advisors, parents, and the wider public.

9.2. Resources for Student Services

Presentation slides accompanying the “Find Your Path” viewbook are now available online, along with other resources for those working with students, to support education regarding transfer in BC. These are available on the website at www.bccat.ca/about/gallery

9.3. Video Project/Testimonials

Over the summer, we embarked on a video project (contracting with Eyes Multimedia), inviting students and post-secondary partners to share their thoughts and experiences of transfer, the BC Transfer System, and BCCAT. A special video celebrating BCCAT’s 30th anniversary will debut at JAM 2019, and individual video testimonials will be released in the weeks and months following. (Special thanks to three Council members for their participation as interviewees: Kathy Denton, Brian Dick, and Diane Naugler.)

10. INTER-PROVINCIAL/INTERNATIONAL ISSUES & DEVELOPMENTS – R. Fleming

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

As part of the governance review, recommended bylaw changes to allow membership categories (institutional, organizational and individual) and to revise board composition and voting correspondingly are anticipated. These items will be presented at the Annual General Meeting.

10.2. CATCAN

BCCAT will be hosting CATCAN on October 31, the day before JAM. The draft CATCAN agenda was provided for information.

10.3. Council of Ministers of Education, Canada (CMEC)

Members were provided with copies of CMEC's International Education and Engagement Strategy (2019-2022), including the strategies for post-secondary education and Indigenous education, for information.

10.4. ARUCC Groningen and Student Mobility Initiative

Rob Fleming provided the executive summary of the Eight Annual Meeting of the Groningen Declaration Network (GDN) for information, and provided a brief update regarding staff involvement on the student mobility project.

10.5. International Meetings

Brief updates were provided regarding meetings with the following groups:

- Hong Kong Academic Leads: Transfer Research/Project
- Technische Hochschule Institute (Germany): BCCAT TCS in the Context of Student Mobility

11. OTHER ITEMS OF INTEREST

A list of links to recommended articles (as an overview of current and emerging issues of interest) was provided for Council members' information. See bccat.ca/pubs/CurrentIssuesOct2019.pdf

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

13. ADJOURNMENT & CONFIRMATION OF NEXT MEETING DATES

- **Friday, December 6, 2019** (Fairleigh Dickinson University, Vancouver, BC)

The following two meeting dates were finalized following the October 2019 meeting:

- **Friday, March 13, 2020** (Okanagan College, Kelowna, BC)
NOTE: At the March meeting, we will review the proposed budget and plan for 2020-21.
 - **Wednesday, June 3, 2019** (BCIT – Downtown Campus, Vancouver, BC)
NOTE: Following the June meeting, we will be gathering for the Annual Council Dinner. *Details tbd.*
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