

# BC CDA Educator's Articulation Committee Meeting

## MINUTES - Draft

BRITISH COLUMBIA COUNCIL on ADMISSIONS AND TRANSFERS (BCCAT)

**BCCAT OFFICE - BCIT Downtown Campus**  
**711 – 555 Seymour Street, Vancouver BC**

**April 19 & 20, 2018**

### Present:

Committee Member Name	Institution Name	Email/contact
Shelly Melissa	Camosun College	<a href="mailto:MelissaS@camosun.bc.ca">MelissaS@camosun.bc.ca</a>
Lynette Cramen	Douglas College	<a href="mailto:cramenl@douglascollege.ca">cramenl@douglascollege.ca</a>
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Marianne Roden	Vancouver Island University	<a href="mailto:Marianne.Roden@viu.ca">Marianne.Roden@viu.ca</a>
Karen Klenk	University of the Fraser Valley	<a href="mailto:Karen.Klenk@ufv.ca">Karen.Klenk@ufv.ca</a>
Heather Brown	College of New Caledonia	<a href="mailto:brown@cnc.bc.ca">brown@cnc.bc.ca</a>
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Stacy Rhodes-Nesset	Douglas	<a href="mailto:rhodesnessets@douglascollege.ca">rhodesnessets@douglascollege.ca</a>

Guest Name	Institution/Agency	Email/contact
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Leslie Riva	CDSBC	<a href="mailto:lriva@cdsbc.org">lriva@cdsbc.org</a>
Glenda Vardy-Dell	SLP to Dean's Committee	<a href="mailto:vardydellg1@cnc.bc.ca">vardydellg1@cnc.bc.ca</a>
Ruth Erskine	BCCAT	<a href="mailto:rerskine@bccat.ca">rerskine@bccat.ca</a>

**Chair:** Heather Brown, College of New Caledonia

**Recorder:** Karen Klenk, University Fraser Valley

**Process Guide:** Lynette Cramer, Douglas College

April 19 & 20, 2018

### 1. Meeting Called to Order at 9:00 am

Welcome from Heather Brown, College of New Caledonia, Chair

### 2. Introductions/welcome

- Round table introductions
- Regrets: Michelle Rosko, Vancouver Community College

### 3. Review and Approval of Agenda

Additional items discussed and added to the agenda.

**Motion:** to adopt the agenda with additions

**Moved:** Joanne Gibbons-Smyth **Seconded:** Shelly Melissa **Carried**

**4. Approval of minutes of the Articulation Committee meeting of April 20 & 21, 2017**

- Amendments completed:

**Motion:** to accept the Minutes as presented/with amendments as noted:

**Moved:** Heather Brown **Seconded:** Lynette Cramen **Carried**

**5. Business Arising from Previous Minutes**

**5.1 Update into CDA mandatory membership – Marianne Roden, VIU**

Marianne Roden discussed steps taken to help support CDABC in moving forward with obtaining 100% membership. Discussed feedback received from Cindy Fletcher, CDABC on strategies used to assist CDABC in their success in obtaining approval to collect fees for association memberships with their regulatory body. Articulation committee recognizes that CDABC has limited resource capacity and will require guidance from committee members in order to move forward with this process. Marianne Roden, Heidi Parissoto and Shelly Melissa will form a working group along with support from Mandy Hayre to create a letter to send outlining our requests of CDSBC.

**Motion:** That the articulation committee is in support of drafting a letter to assist CDABC in moving forward with CDABC membership fees being collected at the time of annual certification fee collection (CDSBC).

**Moved:** Shelly Melissa **Seconded:** Karen Klenk **Carried**

**Action item:** Marianne Roden will circulate action plan.

**Action item:** Marianne Roden, Shelly Melissa and Heidi Parisotto will write the letter and forward to CDABC to lobby for the above motion.

**5.2 Transfer innovation funding – BCCAT was to forward**

Refer to BCCAT spring update 2018 handout. Information and documents are available on the BCCAT website. Any funding requests should be sent to Meg Stainsby.

**5.3 CDAC student survey requirement of accreditation visits**

Issue resolved no longer required.

**5.4 Single unit Provisionals – discussion with PAC committees**

All PAC committees been made aware and action item completed.

**5.5 Supervision of Provision of DA services – Leslie Riva**

Tabled until meeting with Leslie Riva.

**5.6 Immunization documentation – share with UFV**

Marian Roden sent VIU's documents to UFV. College of the Rockies also interested in what other programs are using for immunization documents.

**Action Item:** All programs will share their existing immunization documents with each other through email.

**5.7 Clinical evaluation – MR to share Master's paper**

Action item completed.

**Action Item:** Marianne Roden will send to the rest of the group.

**5.8 Comparison Grid of didactic /clinical / activities (historical) - MR to share**

Marianne Roden did not have the form that was requested, therefore historical comparison grid of programs has not been located. Discussed the benefits of having a more detailed comparison grid as a resource tool. This will provide history of didactic and clinical activities of each program in order to minimize repetition of topics covered at yearly articulation meetings and as a means to assist newer members with a resource to learn more about other programs.

**Action Item:** Heather Brown will create a comparison grid spreadsheet and circulate through programs. Each program will be provided a 4 business day turn around to insert their program information.

**6. Review Committee Rotation**

**Motion:** to approve Karen Klenk for Chair for 2019 and 2020

**Moved:** Marianne Roden **Seconded:** Marla Jones **Carried**

**Motion:** to approve Marianne Roden for Minute Taker for 2019

**Moved:** Heidi Parisotto **Seconded:** Karen Klenk **Carried**

**Motion:** to approve Shelly Melissa for Process Guide for 2019

**Moved:** Joanne Gibbons- Smith **Seconded:** Heather Brown **Carried**

**7. New Business**

**7.1 Are programs still using dental film processors and teaching the use of film for radiography? Do programs have their students purchase PSP plates new each year? (VIU)**

**Action Item:** Heather Brown will add to comparison grid.

**7.2 Radiology questions (CoTR)**

- How many schools are using rectangular columniation?
- Digital vs. analog? How many?
- Manual processing? What are you teaching regarding this, or has it been taken out of your theory?
- How to demo endo radiographs?
- Quality assurance process for sending radiographs to dental offices (UFV)
  - Addressing privacy issues with digital radiographs
  - Mechanism for ensuring offices receive radiographs

**Action Item:** Heather Brown will add to comparison grid.

**7.3 Can students work on CDA program exercises in the clinic after hours? (Camosun)**

Discussed and group is split with the ability to do this.

**7.4 Gender and health histories – respect for diversity in our student group (Camosun)**

Some programs have gender neutral washrooms, others do not. Most are in discussion with institutions. Many programs have modified Health History forms so Identifier on form can be Male/Female and Gender \_\_\_\_\_ so the person can write whatever they want to write. Every line must be completed so N/A is put on this line if they do not need it. Not all programs have modified Health History for gender identification but most are visiting the idea.

**7.5 What have programs done around the Truth and Reconciliation mandate at your schools (Camosun)**

Discussion on various approaches/activities programs have taken to indigenize their curriculum. Many schools include the practice of acknowledging territories of the land where institutions are located, provide faculty training/workshops and student activities to help develop cultural competence of Indigenous people.

**7.6 Follow up discussion on the quality assurance discussions from CDSBC (Camosun)**

Deferred to meeting with Leslie Riva.

**7.7 Number of restorative assists done in programs (Camosun)**

**Action Item:** Heather Brown will add to comparison grid.

**7.8 Teaching of compomer – depth of instruction?**

Very limited in all programs, theory only.

**7.9 Teaching of Vital Signs – Manual vs Automatic**

New 2017 recommendations from Hypertension Canada document available and contains list of approved machines. Most machines need to be calibrated. Automatic considered best practice. In most programs students still learning manual, but moving towards automatic. Douglas has a simulation arm to practice blood pressure. Most programs use automatic in public clinics. College of New Caledonia taught manual, but only use automatic in patient clinics and outcomes of reading are influenced by patient positioning.

**7.10 Time spent on teaching specialties? (prostho, ortho, oral surgery, implants, etc). (Camosun)**

**Action Item:** Heather Brown will add to comparison grid.

**Action Item:** Joanne Gibbons-Smyth to send picture of Nobel Biocare implant model to everyone.

**7.11 Time spent on teaching dental reception? (Camosun)**

**Action Item:** Heather Brown will add to comparison grid.

**7.12 Community projects – where do your students go? i.e. Schools, Indigenous communities, daycares, Preschool. (Camosun)**

**Action Item:** Heather Brown will add to comparison grid.

**7.13 What do schools ask for in terms of qualifications for casual, term, permanent positions? (Camosun)**

Hiring new sessional/casual instructors challenging for all programs. Limited number of new educators have completed a PID. Majority of programs require new instructors to have 5 years current practice and completion of PID within 2 years of being hired. Heather Brown discussed University of Ontario's Health Sciences Preceptor (PEP) learning modules that are available online for free that provide excellent training for new clinical instructors. CNC also has faculty and students take Violence Prevention E-learning modules.

**Action Item:** Heather Brown will sent links to PEP and Violence Prevention modules.

**7.14 How is annual indexing for inflation in terms of supply and repair costs addressed in your schools? (Camosun)**

Discussed how programs should consider the use of increase indexing for cost of supplies since supply costs continue to increase every year. Public clinics do generate revenue, one option is to ask for share back to offload increased inflation costs. Increase should mirror increases with cost of living, similar to how there is a 2% increase added to tuition each year.

**7.15 Minister of Advanced Education visit to Camosun College – but more importantly Dental Program (Camosun)**

Discussion ensued regarding expense of dental programs and importance of aligning with institutional strategic plans.

**7.16 The legalization of medical marijuana and its impact on dental programs. (Camosun)**

Most programs have changed health history questions to inquire about variable ways in which individuals may be using marijuana. Discussed risks of impairments – responsibility as health care professional to at least discuss if patient exposes use pre or post treatment and document patient responses. Discussed how to alleviate risk and concerns that client may not be able to legally give you informed consent.

**Action Item:** Mandy Hayre to share CDHA position paper in regards to vaping.

**Action Item:** Ask for further clarification with Leslie Riva from CDSBC during teleconference. Educators need some guidance from CDSBC on how we should be approach teaching of impairment of patients with the use of marijuana.

**Action Item:** Bring topic forward to 2019 meeting.

**7.17 Practicum projects (Camosun)**

Looking for samples of research projects. Something fun or exciting. Everyone is doing the same thing basically. The research project can be done on line. If completing project online students should print the paper to do it so it can be completed in the office, but must also complete the questionnaire on line so that the collation is done automatically.

**7.18 Placebo whitening products (what does each institution do for whitening procedure?) (OKC)**

All programs teaching theory and require fabrication of trays. Most teach the placement using a product like lubricating gel or fluoride.

**Action Item:** Stacey Rhodes-Nesset will send the paper from UBC stating the evidence of not using a whitening tray due to dehydration of enamel.

**7.19 Sealants- How is each institution practicing sealants prior to patient clinics? (OKC)**

Discussed various approaches/techniques for teaching pre-clinical and patient fissure sealant placement.

**Action Item:** Heather Brown will add to grid.

**7.20 Online quizzing and finals (OKC)**

Discussion indicated minimal use for majority of programs. OKC only program predominately using online delivery for exams and quizzes.

**7.21 Interdisciplinary projects when there is not hygiene program to work with? (CoTR)**

**Action Item:** Heather Brown will add to grid.

**7.22 What is the average cost to the patient for Patient Care Clinic? (CoTR)**

**Action Item:** Heather Brown will add to grid.

**7.23 Follow up on the Prosthodontic Module; why can't it be distributed directly to the provincially funded colleges? (Camosun)**

Refer to 10.4 teleconference meeting minutes with Leslie Riva (CDSBC).

**7.24 Prosthodontic/Orthodontic module currency (Camosun)**

Refer to 10.4 teleconference meeting minutes with Leslie Riva (CDSBC).

**7.25 Prosthodontic module for Okanagan College (what is the update?) (Camosun)**

Refer to 10.4 teleconference meeting minutes with Leslie Riva (CDSBC).

**7.26 Discussion on how we can support Douglas College to retain their program (Camosun)**

In-camera discussion

Out of camera – no Action

**7.27 Diploma for CDA (Camosun)**

SAIT has included Prosthodontic, Orthodontic and Reception with their scaling module in their 2 year program. Camosun is looking at CDA/Office management diploma. 8 month (2 semesters) of business with the first 4 months as typical business courses that are taken by all students in first year business, the second 4 months of business/reception specific to dental office, 10 months (2 semesters including Intercession) CDA. Students take the courses in their preferred order. They can take the business with all other business students then ladder to the DA program, or to other MBA etc type programs after the first semester of business. The only extra course requirement to do DA diploma would be that they must have dental terminology if they start with the business program. Camosun requested programs add a question to graduate exit surveys to help determine degree of interest for CDA diploma.

**Action Item:** Mandy Hayre to circulate template question for exit survey.

**Action Item:** All programs to include the question on exit survey for class to see if there would be interest in this avenue.

**7.28 Bylaw changes and new information (Camosun)**

Refer to 10.4 teleconference meeting minutes with Leslie Riva (CDSBC).

**7.29 Membership to CDAA (Camosun)**

Refer to 10.3 meeting minutes with Kristine Mulligan (CDABC).

**7.30 Program Application Process (UFV)**

Discussed various program application processes and timelines.

**7.31 Water treatment systems (teaching/using) (UFV)**

**Action Item:** Heather Brown will add to grid.

**8. Presentation of Institutional Reports –reports were shared in advance**

- a. Camosun
- b. Douglas
- c. Okanagan
- d. University Fraser Valley
- e. Vancouver Island University
- f. Vancouver Community College
- g. College of the Rockies
- h. College of New Caledonia

**9. BCCAT Report** Ruth Erskine *Committee Coordinator* 2:00 Thursday April 19,18

Meg Stainsby is the new Director, Transfer & Articulation of BCCAT.

The 2017 Joint Annual meeting (JAM) was held at the Westin Wall Centre Airport Hotel in Richmond. Key note speaker Dr. Thomas Carey spoke on the subject of Teaching and Learning for the Modern Student and meeting included a panel discussion on Indigenization in the BC Post –Secondary system. Awards presented at the meeting went to Brian Dick and Steven Earle for the Transfer & Articulation community Leadership award, Tanis Sawkins for Leadership award.

The next Joint Annual meeting (JAM) will be on November 16, 2018 at the Pinnacle Harbour Front Hotel, downtown Vancouver. Incoming Chair encouraged to attend this meeting.

**Action Item:** Karen Klenk, incoming Chair will attend JAM meeting in November. SLP Glenda Vardy-Dell is also invited to join

New BC graduation program – timelines of new curriculum on BCCAT website. In February BCCAT launched a new version of the its Transfer Credit System (TCS).

A symposium entitled Developing Minds – Critical Thinking in Curriculum Transfer was held at Simon Fraser University on February 9.

BCCAT has several transfer innovations projects, recent publications and ongoing projects of interest. See BCCAT spring update document for full details.

Over the next several months the BCCAT website will be refreshed to help improve search-ability and include a media and communication section.

**10. Guest Reports**

**10.1 CDI** – Anges Arevalo and Yasmin Banzon – Sharing/Observers 1:00 to 2:30pm Thursday April 19, 18  
Provided CDI program updates.

**10.2 Systems Liaison Person BC Dean's Committee for Health Sciences** – Glenda Vardy – Dell  
(via teleconference)  
Guided by BCCAT to have SLP join articulation meeting and introduce herself.



**10.3 CDABC – Kristine Mulligan, Co-President of Board of Directors**

1:30 – 2:00 Thursday April 19, 18

Kristine informed that CDABC board has discussed and are in agreement for collaborating with articulation committee on CDA issues. Kristine informed committee that National Association membership (CDAA) is desired, but currently do not have finances to support this. Associate membership is being sought so that CDAs can become members. Kristine Mulligan will be the CDABC contact person for working group on 100% membership goal.

**10.4 CDSBC – Leslie Riva Sr. Mgr., CDA Cert. & Quality Assurance**

Teleconference 10:00 am Friday April 20, 18

- Update on QA  
Board has approved proposal for quality assurance update for educators/lab assistants. Institutions directed to check CDSBC website for new proposal presentation and to provide feedback.
- Bylaw revision update  
Bylaw committee has not looked at supervision bylaw yet. Chair of the Bylaw committee is Dr. Peter Lobb.
- Prosthodontic Module  
CDSBC does not want to manage anymore and returning to government. Module will be made available to all accredited CDA programs at no cost.
- Marijuana Guidelines  
Committee requested guidance from CDSBC for dealing with informed consent and marijuana impairment.

**Action Item:** Mandy Hayre will send questions to Leslie Riva re health history questions, impairment, and informed consent for treatment to bring forward for guidance from CDSBC.

- Availability of CDSBC Rep  
Leslie Riva has not been able to attend meetings the past 3 years. Accommodation of schedule made to include her f2f presence at meetings.
- New online application process  
No paper application anymore. Students must complete application online, however all notarized documents still need to be mailed to CDSBC. CRC is now an estimated 3 week turnaround.

**11. Next meeting:**

Location: BCCAT Office – BCIT Downtown Campus

Date: April 4/5, 2019

Meeting adjourned at 11:30 am Friday April 25, 2018

**BCCAT Contact:** Ruth Erskine, Committee Coordinator

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