

# Adult Special Education Articulation Annual Meeting

On Zoom  
 Wednesday, May 25, 2022  
 9:00 a.m. - 11:30 a.m.  
 1:00 pm - 2:30 p.m.

## RSVP's of Attending Members: Alison Roy, Alison Hale, Saskia Stinson

Kimberly McIntyre (Coast Mountain College)

Alison Roy (Selkirk College)

Mark Fournier (Camosun College)

Saskia Stinson (Thompson Rivers University)

Alison Hale (Capilano University)

Jason Dauvin (College of New Caledonia)

Rosemary Brbot (College of New Caledonia)

Shelby Milholm (Vancouver Island University)

Kathy O'Donnell (North Island College)

Davi Bakra (DC)

Shelby Milholm (VIU)

Kyla Ashman (Okanagan College)

Beth Beeching (VCC)

8:45 am Zoom Room Open

### Welcome

### Minutes of the Meeting

9:00 am Welcome - territorial acknowledgements from the Co-Chairs

Energizer activity - led by Alison Roy

Approval of 2021 Minutes (determine a voter for your institutions)

Approval of 2022 Agenda

Territorial acknowledgments verbally by co-chairs, in chat by other participants. Chat monitored by Alison and Saskia. Alison Roy led here comes the sun by sign language.

Approval of last year's minutes- Pat made motion to approve. Shelby seconded. All in favor.

Approval of today's agenda- Kyla approve and Mark seconded. All in favor.

### Reports

9:30 am Institutional reports summaries from everyone (2-3 minutes max)

Chairs gave summaries. Reports are found on BCCAT Moodle site.

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|                 | <p><b>** Pre-reading needed:</b><br/>please read submitted Institutional reports on Moodle (submitted by May 9<sup>th</sup>, 2022)</p> |   |
| <p>10:15 am</p> | <p>BCCAT Representative - report on JAM and initiatives update</p>   | <p>Fiona McQuarrie- BCCAT- link to spring update put in chat. Highlights- JAM was in early Nov online, was open to anyone, over 400 people attended. All sessions video taped and are on BCCAT site. Next Nov 3 and 4<sup>th</sup>. One day in person and one online. Online open to anyone. New research documentation (in chat). Micro-credentials and issues of transferring. COVID and transfer report. Registrar changes b/c of COVID. New look on site. ASE interface changed- now searchable. Changes coming- design and launch of dashboard for facility evaluating transfer request. Putting in feature to ask parties to review on a regular basis. Some there since mid-90s. Ask to make changes if needed. Now going to include institutions internal equivalencies. Now over 70,000 equivalencies across Canada included.</p> <p>Robert M- director of research and admissions retired. Most articulation committees continued online meetings. Raised some issues with travel funding. BCCAT is monitoring. Funding is part of base funding from government. If denied funding, please let BCCAT know.</p> <p>BCCAT is currently reviewing guidelines of which courses in BC transfer guide were just university credit courses. Transfer system has evolved. Committee looking to see if these guidelines need to be amended. Most don't see it as a problem according to the survey. The term "University level" is being looked at.</p> <p>Recommendation paper will be circulated. Can provide more detail and answer questions.</p> <p>Alison R- question- funding for travel. Was told in past meeting had to be in lower mainland. Pressure on all the smaller colleges to do the travel. Do we have to host in lower mainland?</p> <p>Fiona- no rule on that. Can host where committee decides. Some alternate, some just where chair works from.</p> <p>Beth- please note that the in-person meetings create good conversations and connections. Online is missing the side conversations and chats and connections.</p> |

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|                |   | <p>Fiona- BCCAT asked the face-to-face meetings to provide an online option.</p> <p>Alison H- We should have the technology to do both. At Cap we have a budget to attend in person.</p> <p>Alison Roy- us too. But this year there were budget issues.</p> <p>Alisons- like the idea of traveling to different places, or alternating</p> <p>Fiona- attendance is consistent if meetings are or aren't in lower mainland. Doesn't seem to have an impact on attendance.</p> <p>Alison- Is there a difference between online and in person attendance?</p> <p>Fiona- may be higher online the first year but leveled off. Haven't crunched the numbers</p> <p>Beth- have to be clear when there are budget constraints and reallocating money. Need to monitor that.</p> <p>Alison H- asked if costs for articulation are in base funding?</p> <p>Fiona- no separate line, but it is there, calculated in.</p> <p>Alison- idea- section on Moodle site to put in media link and student success stories. Action: Alison H to create this.</p> |
| 10:30-10:45 am | <b>Coffee Break</b>                     |   |
| 10:45 am       | AEST Ministry Report:<br>Lauren DeGaine | <p>Started as co-op student last Jan while doing masters of English at UVic. Took on adult upgrading files, when Barb retired at end of March 2022 and took on ASE. First articulation meeting. She may not have all the answers to the questions. Barb did leave her with a lot of info. In addition to her we also have Heather Colins, ABE and adult literacy file. Sarah Bergen- director. Good to hear what is happening on the ground.</p> <p>Our team working super hard to streamline the procedures and policies. ABE and ELL tuition update-Worked for last 3 years with advisory group and PSIs- funds will now be included in base operating grants of institutions. This is in addition to the funding they are already expected to provide, this is added to the base operating grant. Need to be applied to ABE and ELL. No change to ASE funding model.</p> <p>Institutions need to report FTEs in all areas to</p>   |

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|  |  | <p>make sure it is all maintained. Send questions by email to Lauren.</p> <p>ABE, ELL, pathways initiative. Jan 2022- proposal invites between ECE and trades. Idea for them to upgrade skills to go into these programs. Can apply for up to \$200 000. Institutions informed in March,2022 and will be announced soon.</p> <p>Adult literacy program- 2.9 million for 97 successful literacy programs. It is a 2 year funding cycle, Sept going into year 2. Funding letters going out in June.</p> <p>ASE- FTEs- enrollment declined in '20-'21, due to COVID 19 impacts.</p> <p>AUG- '20-'21 supported under 2700 students. Last fall working to update procedures with AUG with financial employees. Next AUG has been edited to improve clarity. Want to make more changes for next year as well. One of the major changes is to the funding model- the forecasting model was administratively burdensome. The financial dept. had to give 3 forecasts that weren't always accurate. Now we will base it on the average of the last 3 years and just have to do once. Can request a top up if need more. If don't need as much it rolls forward.</p> <p>AUG for technology- in Oct 2020 \$25 000 went to PSI for education. Oct 2021- tech is now a permanent part of AUG</p> <p>Disabilities project- this coming year 20 PSI received funding to support new and existing employment projects. Letters went out in March. Proposals due May 27<sup>th</sup>. Final year of ministry funding for disabilities projects. Institutions will begin funding themselves.</p> <p>Would like to be sent success stories. Important as it builds awareness within the ministry, and to advocate. Nice to focus on individual student stories and testimonials. Having that on Moodle sight is great.</p> <p>Accessibility support framework- may be relevant for students transitioning to other programs. This is the ministries approach to serving students that have disabilities accessing PSI. Learning about the financial aid for these students. If you want to know more about the framework, please email.</p> <p>Mark- Paper applications should still be an option, not all online.</p> <p>Lauren- no plan in place to go fully online. We know paper applications are important for some.</p> |
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|  |  | <p>Mark- the \$500 tech with AUG- can it be put towards internet costs</p> <p>Lauren- yes as long as it is educational need. Final aid officers would disperse the funds the same way other AUG funds</p> <p>Alison H- project money has helped fund many things for us. Have institutions been told that this is the last year? It is counted on and there needs to be a plan if it ends</p> <p>Lauren- Can't say for sure if there has been a formal announcement. Might have been. I will find out and let you know.</p> <p>Beth- worked on CELP and reporting. How do we look at growing our programs with a stable funding model? We create these projects off the side of our desks. If the funding doesn't happen, we may not be able to run the projects or have to advocate for the funds every year. Anything you can do to help advocate? We can't do these projects without the funding.</p> <p>With CELP I have to report, I did anecdotal reports with stories. Is there any way we can report differently? Not the data stuff, the report writing style change? Can the way we report change?</p> <p>Lauren- not sure how to respond. Can take to my team. Enrollment at FTE are important to us to speak to the impact the programs are having on the students. Not sure we can replace that.</p> <p>Beth- can it be streamline as it can be cumbersome?</p> <p>Lauren- looking for stable funding for projects? It's difficult to advocate on a year by year bases.</p> <p>Beth- excellent.</p> <p>Lauren- will take that forward as I don't have an answer right now.</p> <p>Alison Roy- talking about basic education and ELL funding separate? ASE is tuition based, mostly covered by AUG. As a group we decided our students receive their funding from AUG- is that still the best way?</p> <p>Lauren- it isn't more funding they (ABE and ELL) are getting, it's just the way it is funded that is changing. Funding that would have been tuition reimbursement is now part of base funding.</p> <p>Alison H- Has there been any talk of how ASE is funded?</p> <p>Lauren- to my knowledge there hasn't been. We know there is interest in having those instructions and hope to have the capacity to do</p> |
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|  |   | <p>that soon. The understanding is that the AUG model for funding works well.</p> <p>Alison Roy- I feel it works well. Seems to work. It's above my pay grade to know if it's the best way to serve us. Programs not run by base funding are year to year. Funding for permanent programs would be good.</p> <p>Kathy- Experienced tuition fee and tuition based. We are based funded as well from our organization. It is a discussion. AUG covers extras like work clothing. If no funding our programs may be reduced.</p> <p>Alison R- Thanks Lauren for making us aware of all that. I think AUG serves us well at this point. And appreciate the tech funding.</p> <p>Lauren- maybe what I am hearing is AUG the best model? Now maybe I can bring that forward.</p> <p>Beth- the mental health of our students is a concern. We become the counselor. Maybe funding for a counselor that specializes on our population of students. Important area for ministry to look at. More counselors across the institutions. But specialized staff for our demographic of students.</p> <p>Lauren- I was paying close attention to your institution reports when you said that.</p> <p>Mark- lack of outcomes when students can't continue with us because of metal health. When they are dealt with there is good quality of life outcomes. Sent some examples in email to Barb, will sent to Lauren.</p> |
| 11:30 am                               | Wrap-up for morning   |   |
| <b>11:30 am to 1:00 pm Lunch Break</b> |   |   |
| 1:00 pm                                | <p>Introduction of Articulation of Programs</p> <p>Quick review of process - ARoy</p> | <p>Can now post media and success stories to Moodle Alison H created a space for this on the site.</p> <p>Alyson with Fraser Valley is ill, she may join or do her part tomorrow.</p> <p>Hopefully everyone reviewed the guide- the first part. We agreed we have 2 routes- one is word for word with a template to check off the outcomes. Or can choose to share what their program does and how it meets the outcomes on the guide. Show how they are connecting with</p>  |

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|                                 |   | the outcomes. Better to acknowledge all the different and great programs being run. 2016 a guide was approved that outlines a series of outcomes that we have in our programs across the province. Use it to develop a solid framework  |
| <b>Articulation of Programs</b> |   |   |
| 1:10 pm                         | <p>Articulation of Programs:</p> <p><b>REMINDER: Pre-reading needed:<br/>Review Program Guide<br/>Employment Readiness Level 1 &amp; 2</b></p> <p><b>1:10-1:50</b> Camosun College level 1 and 2</p> <p><b>1:50-2:10</b> Okanagan College level 2</p> <p><b>2:10-2:30</b> University of the Fraser Valley level 2</p> | <p>Mark- Camosun. Program information on Moodle. Alison Roy made motion on articulating the 4 programs. Pat Foreman seconded. Everyone was in favor.</p> <p>Kyla presented OC BEST program as found on Moodle. Alison Hale made motions. Kathy seconded. Everyone was in favor.</p> <p>Alyson, Fraser Valley, not in attendance due to illness.</p> <p>More time next year needed on the articulating programs that are not using the exact wording of the articulation outcomes.</p> |
| 2:30 pm                         | Closing for the day   | Motion to adjourn meeting: Alison Roy<br>Seconded: Alison Hale  |

# Adult Special Education Articulation Annual Meeting

On Zoom  
Thursday, May 26, 2022  
9:00 am to 12:30 pm

## RSVP's of Attending Members: Alison Roy, Alison Hale, Saskia Stinson

Guests: Teresa Swan (KPU), Amy Woermke (VIU), Fiona McQuarrie (BCCAT)  
Kimberly McIntyre (Coast Mountain College)  
Alison Roy (Selkirk College)  
Mark Fournier (Camosun College)  
Saskia Stinson (Thompson Rivers University)  
Alison Hale (Capilano University)  
Jason Dauvin (College of New Caledonia)  
Rosemary Brbot (College of New Caledonia)  
Shelby Milholm (Vancouver Island University)  
Kathy O'Donnell (North Island College)  
Davi Bakra (DC)  
Shelby Milholm (VIU)  
Kyla Ashman (Okanagan College)  
Beth Beeching (VCC)

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| 8:45 am             | Zoom Room open   | <b>Minutes of the Meeting</b>  |
| 9:00 am             | Welcome - territorial acknowledgements from the Co-Chairs  | Territorial acknowledgements requested by the Co-chairs  |
| <b>New Business</b> |  |  |
| 9:05 am             | Presentation - Shelby Milholm<br><br>Amy Woermke/Shelby Milholm from Vancouver Island University Cooperative Entrepreneurship Training Program (CETP)<br>Look in chat for brochure or contact Amy at <a href="mailto:Amy.woermke@VIU.ca">Amy.woermke@VIU.ca</a> or (403)388-5599 | CETP Program is a program to help remove barriers to self-employment for persons with diverse abilities or other barriers to employment. Program is 30 weeks long, includes 8 courses, 12 student seats available.<br>Eligible for student loan or grants but not AUG Funding.<br>Intakes for program are all year and Amy completes intake interview to assess suitability. |



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| <p>9:20 am</p>                            | <p>Discussion topic: Renaming of our Committee</p> <p><b>Action item:</b><br/> <b>Alison Roy said we need an action plan. Alison H will contact Alyson Seale to forward minutes on past discussion on Renaming of our Committee.</b></p> | <p>Discussion on who are we serving with our programs, Disability Services versus Accessibility Services. Focus on what we are providing, want softer language, how will students find us when doing a search, Access, Accessibility and Foundations over used.</p> <p>Key words Career, Employability, Community, Foundational, Independence, Education and Career Foundations, Education Employment, Community Education and Employment Foundations, Accessible Career Education, Inclusive Career Education.</p> <p>What is the difference between Career versus Employment?</p> <p>We need a name that encompasses more, we don't want to stereotype, our students are entering a diverse work force.</p> |
| <p>9:40 am</p>                            | <p>Articulation Schedule for next year - A. Roy</p> <p><b>Action item: Alison Roy will share table with corrections and send updated table to BCCAT.</b></p>   | <p>-Capilano University (Education and Employment Access) Indirect Format</p> <p>-College of New Caledonia (TARGET Program, Level 1, renamed to FLEX Focus Learning and Employment Exploration) Direct Format</p> <p>-University of the Fraser Valley (Level 2 Program) Direct Format</p> <p>-Kwantlen University will confirm?</p> <p>How often do we need to Articulate? Alison Hale<br/> Any changes or updates should be done yearly.<br/> Fiona McQuarrie (Advanced Education Skills Training)</p>   |
| <p><b>10:00-10:15 am Coffee Break</b></p> |  |   |
|   | <p>ASE Committee Showcase of Success</p> <ul style="list-style-type: none"> <li>• <b>10:15-10:45</b> Alyson Seale; Advocacy and Disability Rights (University of the Fraser Valley)</li> </ul>   | <p><b>Alison Hale; Mentoring Program (Capilano University)</b></p> <p>This mentoring program promotes social inclusion on campus. The program is in its 7<sup>th</sup> year, mentors are from all disciplines, they receive 8-10 hours of training in September on various topics (ie. suicide prevention, self-harm, sexual assault).</p>  |

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|  | <p><b>Canceled due to illness</b></p> <ul style="list-style-type: none"> <li>• <b>New presenter- Alison Hale; Mentoring Program (Capilano University)</b></li> <li>• <b>10:45-11:15 Saskia Stinson; Building Community (Thompson Rivers University)</b></li> <li>• <b>11:15-11:30 Teresa Swan; KPU Employment and Community Studies Program Showcase</b></li> </ul> | <p>Mentoring begins in October, they are paid student positions, expectation is to meet 1X a week usually on campus or through zoom. We meet with the Mentors 1X a month to see how things are going, we have guest speakers and we feed them.</p> <p><b>Saskia Stinson; Building Community (Thompson Rivers University)</b><br/>It's about building community through social enterprise, and it gives our students authentic hands on experience and student learning: Indigenous Learning Principles. It started with a small cart with healthy foods and consignment items and then moved the ESTR'S Market to a designated classroom space in 2017. All products (jewelry, Bannock, soapberry ice-cream etc.) are locally made and students take pictures and share on Facebook and Instagram. This program builds community through Interdisciplinary teams (ie Culinary Arts Project with Chef Adams). Off campus projects include Farmers Market, Farm to Table Project, Mount Paul Community Food Centre Service-Learning Project, Community Building: Intercultural Understanding and Sharing the Wealth. Key outcomes include sustainable in-house training, students more confident and aware of community, campus more aware of the program and community, and more aware on how to incorporate Indigenous ways in the classroom.</p> <p><b>Teresa Swan; Employment and Community Studies Program (Kwantlen University)</b><br/>The EACS Program consists of 5 courses, 70 students registered in September 2022. We increased course offerings and part time and online. Teresa found that post- secondary does not value ASE students. Students often labeled and scrutinized and have limited and restricted access and participation. Post-secondary institutions are happy however they think they are doing good work.</p> |
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| 11:30 am | <p>Chairs' report</p> <ul style="list-style-type: none"> <li>• 3<sup>rd</sup> Chair</li> </ul> <p><b>Action item: Alison Roy will tidy up resources.</b></p>                           | <p>Alison Roy departing this year. Alison Hale taking over and Saskia Stinson supporting role. Need someone to step up for future planning.</p> <p>Fiona McQuarrie- Support available through BCCAT guide and support person.</p> <p>Also looks good on resume, considered community involvement. Moving forward it might be better to have overlapping terms or a rotating the chair.</p> <p>Alison Roy and Alison Hale confirmed that having a 3<sup>rd</sup> person is very helpful.</p>  |
| 11:40 am | <p>Trends and important developments in ASE &amp; Program Transfer Guide Revision Discussion - Alison Hale and Alison Roy</p> <p><b>Action item: Alison Hale will send survey.</b></p> | <p>Trends and important developments in ASE (Alison Roy and Alison Hale)</p> <p>Alison H talked about Articulation as an opportunity to bring forward emerging trends in ASE. This is an opportunity for us to learn and share more about how we are all dealing with new trends in ASE. Opened up for discussion and would members be interested in this type of discussion?</p> <p>Alison Hale shared a survey for all participants to provide their preferences for meeting type and dates as well as topics for next year.</p> |
| 12:30 pm | Adjourn the meeting  | <p>Motion to adjourn meeting: Alison Roy<br/>Seconded: Alison Hale</p>   |