

ADULT LITERACY FUNDAMENTAL LEVEL ARTICULATION WORKING GROUP

MINUTES

BRITISH COLUMBIA COUNCIL on ADMISSIONS AND TRANSFERS (BCCAT)

Location: Capilano University Lonsdale at the Shipyards 250-125 Victory Ship Way North
Vancouver and Zoom

Dates: October 19 - October 20, 2023 from 9 – 3

Super Group Zoom Link: <https://vcc.zoom.us/j/64206073885>

ALF Working Group Zoom Link: <https://vcc.zoom.us/j/61490141833>

Present – Day 1 – October 19, 2023

for ALF group only

Member Institution	Representative	Email
Camosun College	Zahra Khimji (sitting in for Ramona Scott and alternate Atulah Kennedy)	scottr@camosun.ca kennedya@camosun.ca
Capilano University	vacant	
Coast Mountain College	Mercedes de la Nuez	mdelanuez@coastmountaincollege.ca
College of New Caledonia	Regrets	
College of the Rockies	Leanne Caillier-Smith	lsmith@cotr.bc.ca
Douglas College	Ashley Lichte (English) Kevin Staley (Math)	lichtea@douglascollege.ca staleyk@douglascollege.ca
Kwantlen Polytechnic University	<i>No courses on grid</i>	
Langara College	Nora Franzova	nfranzova@langara.ca
Native Education College	<i>Regrets – attends Steering</i>	
Nicola Valley Institute of Technology	<i>Vacant Haven't heard from</i>	
Northern Lights College	Chris Gallant	cgallant@nlc.bc.ca
North Island College	Sandy Faust	sandy.faust@nic.bc.ca
Okanagan College	Brianne Niznikowski	bniznikowski@okanagan.bc.ca
Selkirk College	Kim Van der Kooy	kvanderkooy@selkirk.ca
Thompson Rivers University	Vacant	
University of the Fraser Valley	Beverly Jones	Beverly.Jones@ufv.ca
Vancouver Community College	Shantel Ivits	sivits@vcc.ca
Vancouver Island University	Lucia Gorea	Lucia.Gorea@viu.ca
Yukon University	<i>No courses on grid</i>	
GUEST NAME	TS'AH TS'AH / Jennifer Sherif from Eslha7an	jennifer_sherif@sqamish.net
GUEST NAME		

9:00am Super group mingling and refreshments beginning for in-person representatives. Online mingling for virtual representatives

Super Group Meeting Called to Order at 9:30 a.m.

1. Introductions/welcome – As Super Group

- Territorial Acknowledgement
- Housekeeping

2. Report from ABE Steering – Shantel Ivits

10:00 a.m. – 12:00 p.m. – WORKING GROUP BREAK OUT SESSION

Recorder: Brianne Niznikowski – Okanagan College

3. Welcome New Members & Acknowledgement of Former Members

4. Approval of Working Group Agenda and Any Additional Items

Motion: to adopt the Agenda

Moved: Leanne Caillier-Smith Seconded: Zahra Khimji Carried

5. Approval of minutes of the Articulation Committee meeting of <DATE>

- Amendments: spelling of Okanagan, spelling of Nuez

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

Moved: Brianne Niznikowski Seconded: Shantel Ivits Carried

6. Business Arising from Previous Minutes

a. Level 6 materials

- i. Call out for someone to revise level 6 materials to match level 5 material style.

ACTION: Beverly to think about/consider it. Press Books would work well.

b. Indigenization of ABE Learning Outcomes

- i. Shantel asked BCCAT for funds to help with hiring elders and knowledge keepers, but BCCAT decided it was outside their scope. It is now within Steering Committee and ALF Committee to discuss.
- ii. What can we do to reduce barriers and ensure the Dogwood is accessible to adult literacy students who have such a long journey?
 - 1. How are we, or how can we Indigenize assessments?
 - 2. Oral storytelling compared to written novel study
 - 3. Students need to see themselves reflected in what they have learned
 - 4. Group has lengthy discussion on resources created by or in consultation with Indigenous members.
 - 5. **ACTION ITEM:** Committee members to submit their resources to Mercedes through the Zoom chat and via email. *Problem with capturing the chat. Please*

email any new/additional resources to Ashley Lichte and Brianne Niznikowski (email addresses in attendance list, above)

c. **Positive Outcomes from Plain Language Workshop**

- i. There have been ripple effects of implementing plain language at all levels of various institutions.

7. **BC OPEN CAMPUS MATH MATERIALS**

a. **Math materials are in Press Books. Can enlarge font and create more space. Shantel created a new book for level 3 and shared with the group.**

- i. Printed through SFU bookstore for \$13. Access from BC Open Campus Open Textbook. Can add institution's own logo. Based on 2nd edition with condensed materials.
- ii. Students purchase the books from the institution or books are given to the students

8. **DISCUSSION OF ENGLISH LEARNING OUTCOMES**

- a. Recognizing that different institutions grade in different ways. Each institution packages their courses differently.
- b. **ACTION ITEM:** Shantel will create an Excel form for everyone to record their course offering for both ALF English and ALF Math - Based on Survey Shantel will make and distribute
- c. **Motion:** to form a sub-committee group to discuss whether we need 6 levels of ALF Math and look at alternatives. Discuss advantages and disadvantages. Discuss attending and progressing grade. Delivery: Spreadsheet

Moved: Shantel Ivits Seconded: Leanne Caillier-Smith Carried

ACTION ITEM: Volunteers to do this work are Mercedes de la Nuez, Leanne Caillier-Smith, Beverly Jones, Ramona Scott, Zahra Khimji

9. **LUNCH (12:00-1:00)**

1:00 p.m. – 3:00 p.m. – WORKING GROUP BREAK OUT SESSION

Recorder: Mercedes de la Nuez – Coast Mountain College

10. **Course Articulations**

Motion: To approve- Mercedes moves that the ABE Working Group add the following VCC math courses to the ALF Grid and Transfer Guide (6 levels, 2 courses each): 0610 & 0615; 0620 & 0625; 0630 & 0635; 0640 & 0645; and 0660 & 0665

Moved: Mercedes de la Nuez Seconded: Chris Gallant Carried

Motion: To approve- Shantel moves that the ABE Working Group keep the following Selkirk math courses to the ALF Grid and Transfer Guide until next ALF meeting (6 levels): MSK 01, MSK 02, MSK 03, MSK 04, MSK 05, and MSK 06. These courses will need to be rearticulated again in October, 2024

Moved: Shantel Ivits Seconded: Brianne Niznikowski Carried

Motion: After reviewing the UFV math courses 052,053,062, and 063, the ALF sub-group determined that the outcome links were from the 2019-2020 ALF Grid and Transfer Guide, and that UFV is required to use the most current outcomes and links and resubmit these courses at the 2024-2025 articulation meeting. As written, 063 is no longer Fundamental level and should be removed from the ALF Grid and Transfer Guide.

Moved: Ashley Lichte Seconded: Leanne Caillier-Smith Carried

11. Next meeting:

Location: Capilano University Lonsdale at the Shipyards, 250-125 Victory Ship Way, North Vancouver, and on Zoom

Date: Friday, October 20, 2023 (tomorrow)

Meeting adjourned at 2:45 p.m.

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MINUTES

BRITISH COLUMBIA COUNCIL on ADMISSIONS AND TRANSFERS (BCCAT)

Location: Capilano University Lonsdale at the Shipyards 250-125 Victory Ship Way North Vancouver and Zoom

Meeting Date(s): October 19 - October 20, 2023 from 9 – 3

Present – Day 2 – October 20, 2023

for ALF group only

Member Institution	Representative	Email
Camosun College	Regrets	
Capilano University	vacant	
Coast Mountain College	Mercedes de la Nuez	mdelanuez@coastmountaincollege.ca
College of New Caledonia	Regrets	
College of the Rockies	Leanne Caillier-Smith	lsmith@cotr.bc.ca
Douglas College	Ashley Lichte (English) Kevin Staley (Math)	lichtea@douglascollege.ca staleyk@douglascollege.ca
Kwantlen Polytechnic University	<i>No courses on grid</i>	
Langara College	Nora Franzova	nfranzova@langara.ca
Native Education College	<i>Regrets – attends Steering</i>	
Nicola Valley Institute of Technology	<i>Vacant Haven't heard from</i>	
Northern Lights College	Chris Gallant	cgallant@nlc.bc.ca
North Island College	Sandy Faust	sandy.faust@nic.bc.ca
Okanagan College	Brianne Niznikowski	bniznikowski@okanagan.bc.ca
Selkirk College	Kim Van der Kooy	kvanderkooy@selkirk.ca
Thompson Rivers University	Vacant	
University of the Fraser Valley	Beverly Jones	Beverly.Jones@ufv.ca
Vancouver Community College	Shantel Ivits	sivits@vcc.ca
Vancouver Island University	Lucia Gorea	Lucia.Gorea@viu.ca
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GUEST NAME	TS'AH TS'AH / Jennifer Sherif from Eslha7an	jennifer_sherif@squamish.net
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Recorder: <Name - Institution>

Welcome from Diana Twiss, Capilano University

1. Super Group Meeting Called to Order at 9:30 a.m.
2. Introductions/welcome
 - Welcome with Diana Twiss
3. Ministry Updates – Heather Collins via Shantel Ivits
 - ABE/ELL Pathways to High-Priority Career Programs
 - Community Adult Literacy Program (CALP)
 - Adult Upgrading Grant (AUG)
 - ABE/ELL Tuition Funding Model
 - Feedback is always welcome – please send comments to Heather.Collins@gov.bc.ca
4. Institutional Updates Part 1 (all institutions with updates listed below in Part 1)
 - Camosun College
 - Capilano University
 - Coast Mountain College
 - College of New Caledonia
 - College of the Rockies
 - Douglas College
 - Eslha7an
 - Kwantlen Polytechnic University
 - Langara College – *no report given*
 - Native Education College – *no report given*
 - North Island College
 - Northern Lights College
 - Nicola Valley Institute of Technology – *no report given*
 - Okanagan College
 - Selkirk College
 - Thompson Rivers University
 - University of the Fraser Valley
 - Vancouver Community College
 - Vancouver Island University
5. BCCAT Report Mike Winseman 10:30 a.m.
 - a. Links to the following, all updated in 2023: Fall Update, Articulation Committee Companion, How to Articulate handbook (geared more toward university transfer courses), Principles and Guidelines for Transfer

- b. Work toward ONCAT/BCCAT tech coordination
- c. New pathways development tool
- d. Research Update
- e. JAM info
- f. Q & A

6. Institutional Updates Part 2

7. LUNCH (11:30-12:30)

8. Institutional Updates Part 3

2:00 p.m. – WORKING GROUP BREAK OUT SESSION

Recorder: Leanne Caillier-Smith – College of the Rockies

9. BCCAT Transfer Grid Excel Spreadsheet Update

- Members check articulation grid for errors
 - UFV's Math 063 appears on the grid. This course did not meet any fundamental math outcomes (more of an Intermediate course)
 - **ACTION:** UFV's Math 063 should be removed from the grid
 - No reps from CapU, TRU, or NVIT
 - **ACTION:** Leanne or Shantel will reach out to Diana Twiss to ask the name of Capilano's ALF representative and share name with ALF co-chairs
 - **ACTION:** Shantel will reach out to NVIT (Mercedes provides Stefan Zabek email: szabek@nvit.ca)
 - **ACTION:** Shantel to copy and paste emails into the grid
 - **ACTION:** Ashley will reach out to Melinda at CNC; Nora at Langara; Ramona or Atulah at Camosun; Dennis Contois at NEC; Christine Miller at TRU (they have no rep); Lucia at VIU
 - **ACTIONS:** Shantel to clarify with BCCAT Brianne (this was taken care of after the meeting, before the release of these notes)
 - We used to have an asterisk on level 6 as the exit course. This is not shown in the recent handbook or grid
 - What does the date listed on the grid represent (Column G)? Date the course was articulated? Something else?

10. Election/Re-Election of Chair and/or SLP (if required) After 3 years, Shantel is stepping down as co-chair; they are now a co-chair for the ABE Articulation Steering Committee. Ashley Lichte has agreed to stay on as co-chair for her second term.

Motion: to approve Brianne Niznikowski for Adult Fundamental Literacy co-chair:

Moved: Unanimous

Carried

11. Any Other Business:

- a. Discussion or Action Items for Next Year's Agenda
 - i. Changing our outcomes to plain language
 - ii. Look at Level 4 English outcomes. Do we need all the grammar?
 - iii. BC Campus demo on how to use Pressbooks to make changes to the ALF math and/or English course packs to suit individual institutions/students.
 - iv. How to share resources – Moodle platform? Link in Minutes to a Google Doc? What's the best repository?
 - v. Chat GPT: Use it as a tool? Are we creating unnecessary barriers by *not* using it?
 - vi. Updates on any completed action items from the October 2023 meeting
- b. **ACTION:** Leanne will connect with BC Campus and ask that only the 1st edition of Math books be removed so that only the 2nd editions are available.
- c. **ACTION:** Leanne will also ask BC Campus if funds are available to adapt the instructor's ancillary materials. If not, she will work on these changes with her colleague during noninstructional/PD time.

12. Next meeting:

Location: KPU
Date: October 24-25, 2024

Meeting adjourned at 2:25 p.m.