

Adult Special Education Articulation Annual Meeting

Location: Capilano University, Lonsdale
 Address: 125 Victory Ship Way, Second Floor
 Classroom: SH220 - Classroom 4
 Fiona McQuarrie Wednesday, May 24, 2023
 9:00 am-3:30 pm

Attending Members: Mark Fournier (Camosun College), Alison Hale, (Capilano University), Rosemary Brbot, online (College of New Caledonia), Irina Tzoneva (Douglas College), Kari MacDougall (Kwantlen Polytechnic University), Liz Girard (North Island College), Kimberly McIntyre (Coast Mountain College), Kyla Ashman (Okanagan College), Maria Vanderstar (Selkirk College), Saskia Stinson (Thompson Rivers University), Alyson Seale (University of the Fraser Valley), Beth Beeching (Vancouver Community College), Shelby Milholm (Vancouver Island University), SLP Aimee Begalka (Kwantlen Polytechnic University), Fiona McQuarrie (BCCAT)

Chairs: Alison Hale (Capilano University), Kimberly McIntyre, (Coast Mountain College), Saskia Stinson (Thompson Rivers University)

Minutes: Mark Fournier (Camosun College)

8:30 am	Room open: Welcome and coffee	
	Welcome	Minutes of the Meeting
9:00 am	<p>Welcome - Brad Martin, Dean Education, Health and Human Development at Capilano University</p> <p>Energizer Activity- Therapeutic Yoga by Jane O'Connor</p> <p>Approval of 2022 Minutes</p> <p>Approval of 2023 Agenda</p>	<p>Alison: Welcome, housekeeping, Brad Martin: Welcome, Territory Acknowledgment, Introduction to Amy, Provincial Deans and Directors representative, some encouraging words on collaboration and partnerships</p> <p>Jane O'Connor, therapeutic yogi and Cleat, PADS Service Dog Stud conducted some energizing yoga.</p> <p>Motion to approve 2022 Minutes moved by Liz Girard, Seconded by Alison Seale-Moved</p> <p>Idea: Beth Beeching suggested we not use Roberts Rules of order as a decolonizing method. Discussion followed that included support for using a more</p>

		<p>democratic way to keep minutes. Question came up as to what was required by BCCAT.</p> <p>Fiona McQuarrie, BCCAT commented that what was required for the minutes was: attendance needs to be recorded, action items recorded with person responsible</p> <p>Outcome: to use Idea, Discussion and Outcome at an alternative to making motions.</p> <p>Idea: Additions, comments for 2023 Agenda.</p> <p>Discussion: Agreement</p> <p>Outcome: Try this new way for the meeting to see if like it</p> <p>Action: Alison Hale to add to terms of reference for Articulation if agreed that this way of minutes works</p>
BCCAT and Reports		
10:15 am	BCCAT Representative - Report on JAM and initiatives update Fiona McQuarrie	<p>Fiona: Spring updates: Articulation Committee Handbook, How to Articulate Guide are being updated, updates on policies on creating new committees and delisting committees.</p> <p>BC Transfer Guide: reciprocity tool - agreement to transfer course without reciprocity would generate a notice.</p> <p>Widget: Institutions can add to website so that students have easy access to transfer agreements.</p> <p>International equivalencies; 16 member institutions have been integrated with course-to-course work outside BC. 80,000 of these.</p> <p>200,000 equivalencies in BC Transfer Guide.</p> <p>Pathways tool: New project in development. a student will be able to see what percentage of courses they have completed will transfer to another program or degree. This will clarify options for Students. No launch date.</p> <p>Research reports: Available on BCCAT website. Some example include:</p> <ul style="list-style-type: none"> • The impact of COVID on Registrars • The impact of COVID on Students • Use of data on race, registry and ancestry; practices and recommendations on collecting

		<p>this data. Information can only be collected if you plan to use it.</p> <ul style="list-style-type: none"> • Postsecondary Student’s experiences with COVID 19 lockdown. <p>BCCAT Joint annual meeting Hybrid model. Online open to anyone without charge November 2 and 3, 2023. Registration available late summer. Mark asked Fiona if this Articulation Committee needs to articulate curriculum. Fionna answered that we do not need to create transfer agreements, but the process can be valuable. Alison Hale asked how often institutions articulate. Articulation agreements do not expire. Recommendations are to review every 5 years and with significant curriculum changes.</p>
<p>11 am</p>	<p>Institutional Reports Summaries-All Institutions</p> <p>** Pre-reading needed: Reports</p>	<p>See reports uploaded in Moodle. Pair and share activity. Alison Hale suggested that we come back to large group and round table: one thing we are proud of and one thing we are struggling with.</p> <p>Liz: Proud of Sexuality Training (Elivatus Kathryn McKinnon). L leadership structure changing</p> <p>Kyla: proud of BEST program, SANE program. Challenged by staffing changes and program changes.</p> <p>Carrie KPU proud of new program. Students hired as student assistants. Challenged by: attitudes towards students.</p> <p>Beth VCC: Challenged by the idea that students don’t belong... paper v practice. Hiring Faculty, Program renewal in Hospitality. Excited by Food Services Program creating new partnerships including a garden. AUG application form is a problem.</p> <p>Alyson S. UFV Challenged by changing administration, Also, excited by the change. Excited by display on violence. Numbers are good. Shelby VIU, Challenged by recruiting students in Cowichan. Excited by offering Cooperative Entrepreneurship Training program. Running Nanaimo Café, Started</p>

		<p>a Café training lab in Cowichan. Starting a social enterprise detailing cars. Irina: Excited by Pathway program. 100,000 to expand 75 WIL opportunities across lower mainland. mostly cafes and bike shops. Challenged by streamlining the application process. Alison: CAPU Excited by Pre-Employment Program. Challenged by turnover and eroding established relationships need rebuilding. Opportunities for on campus hands on learning and creating more formal partnerships. Kimberly M: Challenged by low enrollment that trailed off during COVID. Referral relationships changing. Excited by: service improvement fund to visit and learn from other programs... lots of student led activities. Rosemary PG: Changes: sunsetted Target Program. A new program replaced it. Funding was not in place to start. Acting Dean is fabulous. New Associate Dean starting in June. President is retiring. Great student success this year. Saskia for TRU: Excited by ESTR Market, Signage, and website to explain the project. Cooking level one program. Graduates are encouraged to apply to Cooking Level Two. Fundraising for better kitchen equipment. looking at Early childhood Ed.</p> <p>Mark (Camosun): Too add</p> <p>Markia (Selkirk College): Fresh staff, Highlight Glee Club performance with Sean Hook (performer). Greenhouse plant starts, collaboration with community centre.</p>
11:20-11:40 am	Coffee Break	
1:45 - 2:55	Ministry of Post-Secondary Education and Future Skills (PSFS) Report-Lauren DeGaine	<p>Lauren DeGaine recorded a video that was shown to the committee. Questions were submitted ahead of time. Alison Hale added Lauren's text from video; Administrative Updates</p> <ul style="list-style-type: none"> • New Ministry name: Ministry of Post-Secondary Education and Future Skills • New Minister: Honourable Selina Robinson

		<ul style="list-style-type: none">• New Acting Director of Adult Learning: Nurie Aliperti (Darryl Soper on leave)• Lauren away until June 23rd; contact Nurie for ASE matters. <p>FTEs and Funding for Developmental Programs: History and Overview</p> <ul style="list-style-type: none">• Question received in advance: Our institution used to get “block funding” designated to ASE Programs. Why did that change - bulk funding. Are institutions required to put a specific percentage towards ASE tuition?• Tuition:<ul style="list-style-type: none">o ASE was historically provided tuition-free. Some institutions implemented fees over time; some programs are still tuition-free.o The Ministry had no tuition policy on ASE until 2015. At that time a cap was set for ABE/ELL tuition fees, and any new ASE programs had to implement a \$1600 cap per full-time semester.o In 2017, when the ABE/ELL Tuition-Free Policy was implemented, the decision was made to continue with the existing model for ASE, whereby tuition is effectively funded through AUG.• Funding:<ul style="list-style-type: none">o The Ministry continues to provide funding to institutions - via the annual base operating grants - to deliver Developmental Programs.o There continues to be funding directed to ASE, but it is up to the institutions to choose how much funding from their overall base operating grant they apply to ASE delivery. This has not changed - there has never been a specific amount dictated by the Ministry to be directed to ASE programs.o The Ministry directs PSIs that delivery is expected to be “maintained or increased.”• FTE Targets:<ul style="list-style-type: none">o Developmental FTE targets were created in 2004/2005. To clarify, Developmental FTE targets were combined for ABE, ELL, and ASE. There
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		<p>have never been targets specific to just ASE.</p> <ul style="list-style-type: none">o When the tuition-free policy was implemented in 2017, the FTE targets were revised, and the new targets only included ABE and ELL delivery.o Starting in 2019/20, ASE programs were not included in the Developmental FTE target. The budget letters state that “the Ministry expects delivery of these programs will be maintained or increased.”o Institutions continue to be required to report ASE FTEs. The FTE reports will be closely monitored to ensure delivery of these essential programs is maintained. <p>Disabilities Projects:</p> <ul style="list-style-type: none">• Question received in advance: 75 K funding - why did that go away when there was such great success? Are there plans to reinstate?• Twenty (20) public PSIs received one-time funding for 2022/23 to support the success of students with disabilities in employment and career-focused programs. This funding was intended to support new and existing projects that may run for up to 16 months, until July 31, 2023.• 2022/23 was the final year of Ministry funding for the Disabilities Projects.• The initiative was first launched in 2014 with the intent to support the development and delivery of innovative pilots, with institutions eventually assuming funding for ongoing practices and programming. Since that time, the initiative has been among numerous other Ministry priorities that are reliant on the availability of year-end funding.• Given the original intent of the initiative, it is now time for institutions to support Disabilities Projects over the long-term.• Institutions were informed that this was the last year of Disabilities Projects funding in the funding letters. Deans were also informed during the
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		<p>Deans and Directors of Developmental Education meeting in October 2022 and May 2023.</p> <ul style="list-style-type: none">• If committee members have questions or recommendations regarding the programs that have been supported by this funding, it is recommended to speak with your Dean or Director.• Final reports are due by August 31, 2023. The final report template will be emailed to project contacts in May. <p>Adult Upgrading Grant (AUG):</p> <ul style="list-style-type: none">• In 21/22, AUG supported just over 2300 students.• Last year, we changed the AUG funding model. Previously, funds were provided 3x a year based on estimated demand. Now, funding is allocated once a year based on each PSI's actual expenditures from the previous 3 years. PSIs can request top-ups if AUG funds are depleted. The funding model change has worked well and has reduced the administrative burden for both Financial Aid Officers (FAOs) and Ministry staff.• In 2022/23, we continued to consult with Financial Aid Officers on AUG policies and procedures. As a result, for the upcoming year (2023/24) we have revised the AUG policy on income verification to make it more flexible for FAOs who see students that experience barriers with providing proof of income documents.• Sometimes students don't file their taxes, lose the documents, can't contact family members, don't have documents from their previous country of residence, etc. Retrieving that information can be challenging, especially for those that already experience multiple barriers just to get to the point where they are enrolling in courses. Often in these cases students just give up. With the new policy, FAOs will have the purview to accept a statement from the student explaining why they cannot provide their tax return. This policy is only intended to be applied in those cases where providing the Notice
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		<p>of Assessment presents a significant barrier. FAOs still need to be able to establish that the student has genuine financial need.</p> <ul style="list-style-type: none">• The 2023/24 manual and application were also improved. The changes to the application should reduce the need for individual follow-up with students, making it simpler for both students and FAOs.• Technology continues to be an allowable expense under AUG, up to \$500/year per student.• Heather Collins and Miles Steyn will be supporting this file while I am away. If you have any immediate questions, please contact Nurie Aliperti. Community Adult Literacy Program (CALP):• The Ministry has supported the Community Adult Literacy Program (CALP) for more than 20 years.• CALP funding is allocated to community organizations, Indigenous-controlled organizations, and public PSIs to deliver adult, family and Indigenous literacy programming across British Columbia.• In current CALP year, the \$3.4 million annual CALP budget supports 97 literacy programs delivered by 66 organizations in over 128 communities across the province.• We are looking ahead to the 2023-2025 CALP funding cycle. The application process opened on March 27th and closed April 28th.• We anticipate notifying the applicants of the outcome of the application process in late June. <p>Wrap-Up:</p> <ul style="list-style-type: none">• Looking forward to reading the institutional updates in July, as well as the minutes from this meeting.• Alison has kindly offered to record any questions so that I can respond when I return. You are also welcome to email me directly at lauren.degaine@gov.bc.ca. If there are emergent issues through June
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		<p>23, please contact Nurie Aliperti, nurie.aliperti@gov.bc.ca.</p> <ul style="list-style-type: none"> • ASE name change: reminder to let us know the decision, effective dates, etc. Please email me and cc Nurie. <p>Questions: Back June 23rd Email questions directly to Laruen. Aimee KPU, How is it that students in some institutions apply for AUG only once a year? Kyla: programs receiving one time funding will not be supported to continue by our institution. Beth: If we are an inclusive society where is the funding for increasing sustainable funding. Collective Comment: We are disappointed that the Disability Projects Funding has been discontinued with the expectation that institutions continue these projects. Our institutions are not continuing these projects. Action: Alison H. suggested that she create a document in Moodle to document discontinued and suspended programming in ASE. Collective Comment: AUG application is more complicated and barriered than in the past. Beth: is there a reason that the application form must be new each year? Action: Alison H has asked that comments questions and concerns regarding AUG be submitted to her by June 9th.</p>
12:17-1 pm	Ableism Presentation and Discussion: Alyson Seale (University of the Fraser Valley)	See Power Point Action: Alison H to upload in BCCAT Moodle

1 pm to 1:45 pm Lunch Break (Lunch will be brought in to share)

	<p>REMINDER: **Pre-reading needed: Review Program Guide</p> <p>1:45-2:05 University of the Fraser Valley-Alyson Seale</p> <p>2:05-2:25 Capilano University-Alison Hale</p> <p>2:25-2:45 Vancouver Island University-Shelby Milholm</p>	<p>the floor for questions. Liz asked that a brief introduction be provided. Alyson Seale introduced programs up for articulation. They used the direct mapping.</p> <p>Questions: Beth: was there a program renew? Answer: These were reviewed four years ago and are up for a program review this year.</p> <p>Outcome: we agree that University of the Fraser Valley curriculum as presented articulates to the guide. Action: Alison H to update that UFV has articulated.</p> <p>Alison H Introduced CapU and presented articulation document. They used the indirect mapping.</p> <p>Questions: none Outcome: We agree that the CapU curriculum as presented articulates to the guide. Action: Alison H to update that Capilano U's EEA program has articulated.</p> <p>Shelby introduced VIU program and used the indirect mapping tool.</p> <p>Questions: Outcome: We agree that the VIU curriculum presented articulates to the ASE Articulation Guide. Action: Alison Hale to update that VIU has articulated.</p> <p>Alison H led a round of what we are curious about. Reminder that there is a place on Moodle to share success stories. Alison H proposed an invitation for a walk on the seawall.</p>
Tabled	<p>Articulation Guide Updates:</p> <ul style="list-style-type: none"> • Discussion • Subcommittee formation for updates/revisions • Timelines • Courses? 	<p>This was tabled to be discussed on Day Two as we ran out of time.</p>
3:30 pm	<p>Wrap up for the day-Alison Hale</p> <p>Optional: Evening Social</p>	<p>Kyla organized a dinner out for anyone to join at a Greek Restaurant.</p>

Adult Special Education Articulation

Annual Meeting

Location: Capilano University, Lonsdale
 Address: 125 Victory Ship Way, Second Floor
 Classroom: SH223 - Classroom 6 **PLEASE NOTE CLASSROOM CHANGE**
 Thursday, May 25, 2023
 9:00 a.m. to 3 p.m.

RSVP's of Attending Members: Alison Hale, Kimberly McIntyre, Saskia Stinson

8:30 am	Room open: Welcome and coffee	Minutes of the Meeting
9:00 am	<p>Welcome - Territorial acknowledgements from the Co-Chairs</p> <p>Morning Energizer-Alison Hale</p>	<p>Accessible Education and Training Discussion: thorough process, fulsome and it considered all the stakeholders. This name aligns with what we do and what our programs deliver ACTION: Name change accepted by the Articulation group by 100% vote in favour Thank you for all of your work, Kari, Kyla and Alyson</p>
New Business		
9:15-10:00 am	<p>Renaming ASE: Subcommittee report out and sharing of work-Alyson Seale, Kyla Ashman and Kari MacDougall</p>	<p>TRU in-house CELT Teaching Innovation Grant applied for to develop this curriculum. \$5000 secured. 2 project assistants hired, and they collected stories of advocacy. Advocacy in curriculum, 2 modules developed (PPs, front end loading of content, group work, videos) Delivered to the EA and Community Support students as well as Education and Skills Training students UDL top of mind - actors hired to create videos that were recurring themes from the stories (money, relationships, and health). PP and videos will be shared on BCCAT with a feedback form attached to fill out</p> <p>“Each of us can, within your circle of influence, take an active role in the process of change that reshapes our organizations to better meet the needs of all learners” Important to build relationships and make connections and creating space. Share</p>

		<p>with students the Medicine Wheel as a way to connect to Indigenous ways of knowing</p> <p>‘The Road Forward’ film by Marie Clement NFB free film - all Indigenous cast</p> <p>www.whose.land/en/ Indigenous Storywork - Dr Jo-Anne Archibald</p> <p>www.native-land.ca</p> <p>University of Sask Indigenous Portal www.iportal.usask.ca</p> <p>Ministry of Advanced Ed is updating their info and resources</p> <p>Themes:</p> <ul style="list-style-type: none">• Evaluation and Assessment: The system of eval is important. Decoupling academic competition. incomplete/complete, %/letter grades, non-mastery/mastery/experience grade. Competency based or outcomes based, self eval/self-reflection, peer to peer eval,• Sharing Resources and Collaborating - use the Moodle site to share resources (POS Systems), post what you teach with name attached so you can reach out, Collaboration days attached to Articulation meetings, share with DRNBC - conferences an show and tells ACTION: Davi to reach out to DRNBC re: info in general and report back Mark - Great teacher’s retreat - online school, peer directed.• Advocacy - Government and services need a revamp? How to advocate for increased funding to our programs? Need more connection to agencies with action
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11:45-12:15 pm	<p>Instructor at Capilano University</p> <ul style="list-style-type: none"> • Discussion on Emerging Themes in ASE and sharing of resources-ALL (pair, share, walk) • Working group Sub-committees (Guide updates, terms of reference) 	
12:15-1:15 pm	Lunch (on our own)	
1:15-1:45 pm 1:45-2:30 pm	<p>Program Review-Alison Hale (30 mins) Institutions that have completed program review share learnings</p>	<p>All - external reviews, self study, CAP- 25% release time, 5 year action plan, external review became a tool for advocacy as findings were clear and documented (Case management time needs to be funded) Douglas: no release time but similar process to CAP TRU - no release time, no 5 year action plan</p>
2:30-2:45 pm	<p>Chairs' Report</p> <ul style="list-style-type: none"> • 3rd Chair • JAM 	<p>3rd Chair needed for 2024 a this is Alison's last year. Joint Annual meeting BCCAT - all chairs across post-secondary attend, good information sessions, Nov 2/3 one day online and one day in person</p>
2:45-3:00 pm	<p>Articulation Schedule: 2024-Alison Hale</p>	<p>VCC - Retail Hospitality program 2024 VCC - Computer Application is a stand alone course and will not be articulated TRU- Career Exploration Christina Cederlof</p>
3 pm	<p>Wrap up for the day-Alison Hale</p> <p>Adjourn meeting</p>	