

## **MEETING MINUTES (Approved)**

### **ATTENDEES:**

#### **COUNCIL MEMBERS:**

|                           |                                                                                                                               |
|---------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| FLEMING, Robert           | <i>BCCAT Executive Director (CO-CHAIR)</i>                                                                                    |
| HAMILTON, Jim             | <i>President, Okanagan College (CO-CHAIR)</i>                                                                                 |
| BILLY-MINNABARRIET, Verna | <i>Vice-President, Academic &amp; Strategic Partnerships, Nicola Valley Institute of Technology</i>                           |
| DAVIS, Eric               | <i>Provost and Vice-President Academic, University of the Fraser Valley</i>                                                   |
| DENTON, Kathy             | <i>President &amp; CEO, Douglas College (Acting Co-Chair)</i>                                                                 |
| DICK, Brian               | <i>Professor and Chair, Engineering Vancouver Island University</i>                                                           |
| FERNANDEZ, Darran         | <i>Associate Registrar &amp; Director, Student Support &amp; Advising, Enrolment Services, University of British Columbia</i> |
| HEMANI, Rummana Khan      | <i>Registrar, Simon Fraser 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>                                                                                    |
| McCULLOUGH, Lisa          | <i>Superintendent of Schools (CEO), School District No. 48</i>                                                                |
| MILLAR, Ashley            | <i>Langara-Simon Fraser University Transfer Student</i>                                                                       |
| NAUGLER, Diane            | <i>Dean, Business and Applied Studies, North Island College</i>                                                               |
| ROE, Steve                | <i>Dean of Academic &amp; Professional Programs, Northern Lights College</i>                                                  |

*REGRETS: Dorys Crespin-Mueller, Karen McCredie, Tami O'Meara, Carolyn Russell.*

#### **STAFF MEMBERS:**

|                   |                                                                          |
|-------------------|--------------------------------------------------------------------------|
| ADAMOSKI, Robert  | <i>Director, Research &amp; Admissions</i>                               |
| BIELKA, Adam      | <i>Research and Policy Assistant (Coop Student)</i>                      |
| TIKINA, Anna      | <i>Research Officer</i>                                                  |
| WINSEMANN, Mike   | <i>Director, Information Technology</i>                                  |
| YORKSTON, Valerie | <i>Executive Assistant to the Council and Communications Coordinator</i> |

*Regrets: Dorys Crespin-Mueller, Karen McCredie, Tami O'Meara, and Carolyn Russell.*

GUESTS: *Ministry of Advanced Education, Skills and Training:*  
- *Jamie Edwardson, Executive Director, Planning, International and Intergovernmental Branch*  
*Vancouver Community College:*  
- *Costa Karavas, Dept. Head, Mathematics (and Co-Chair, ABE Math Working Group)*  
- *Marlene Kowalski, Vice-President, Finance and Administration and CFO*  
- *Kathryn McNaughton, Vice-President Academic, Students and Research*  
- *David Wells, Dean, School of Arts & Sciences*

*Guest Presenters: Bob Cowin and Ted James*

## MINUTES

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### 1. WELCOME & OPENING REMARKS

*We would like to 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<sup>m</sup>məθkwəʃəm (Musqueam), Skwxwú7mesh (Squamish), Stó:lō and Salílwətaʔ/Selilwitulh (Tsleil-Waututh) Nations.*

Rob Fleming Jim Hamilton (Co-Chairs) opened the meeting and provided a brief overview of the day's schedule.

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### 2. ADOPTION OF PROPOSED AGENDA

The agenda was adopted as presented.

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### 3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING (September 28, 2018)

The minutes from the previous meeting were approved as presented.

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### 4. COUNCIL BUSINESS

#### 4.1. Provincial Issues and Developments

##### 4.1.1. Ministry Update

Jamie Edwardson provided a brief update on the following:

- Indigenous education – developments in response to the TRC Calls to Action
- sexual violence prevention – recent legislation
- student housing strategy
- international education
- Learning Modernization forum (see item 4.1.3 below)

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#### 4.1.2. Indigenous Issues and Developments

Verna Billy-Minnabarriet provided an overview of recent developments, including:

- the Ministry’s Aboriginal Service Plan – draft version now available;
- First Peoples Cultural Council – developing a model for disbursement of funds to support Indigenous languages, arts, culture, and heritage in BC; and
- Indigenization Articulation Committee - exploring how best to review/oversee Indigenous curriculum.

#### 4.1.3. Learning Modernization Initiative

Rob reported on the discussions at an event (“BC Graduation Program Forum – the Post-Secondary Context”) led by the Ministry of Education on November 6, 2018. The forum included:

- an update on the BC Graduation Program, including the Graduation Literacy Assessment
- an opportunity for institutions to share and discuss developments underway focused on aligning with the new program,
- and information regarding dual credit.

The agenda was provided to Council members for information. Plans are underway to schedule a forum on the literacy assessment in spring 2019.

### 4.2. Staff Report

The staff report was provided as an overview of external meetings and interactions of staff members. In recent months, considerable time has been spent dealing with EducationPlannerBC, the Joint Annual Meeting, system meetings, the Degree Quality Assessment Board, a number of research projects, and outreach at education and career fairs.

### 4.3. Projects & Activities Chart

This chart was provided to report on the status of projects and activities outlined in the current work plan. Rob noted that most activities remain on track.

### 4.4. Expansion of BC Transfer Guide

Mike Winsemann is currently working with UBC to import UBC’s transfer tables (databases that include out of province and international agreements) to make that information available to other BC Transfer System (BCTS) members. Staff members are considering development of a strategy and process to include course agreements from non-BCTS members.

Mike and Rob recommended that they bring this item to the Transfer & Articulation Committee at their January 2019 meeting, and report back to Council with a proposal for how to approach this. This work may entail setting up a working group comprised of Council,

**\*ACTION\***

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committee and staff members. It would involve developing guidelines or some kind of service agreement setting out principles for how the Transfer Credit System should be used.

After some discussion, Council members agreed in principle with this plan.

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## **5. TRANSFER & ARTICULATION**

### **5.1. Transfer & Articulation Committee (TAC)**

The next meeting will be held in January 2019, so there was nothing new to report at this time. It was noted, however, that Mike Winsemann will now be overseeing the TAC, as Director, in his role as Director Transfer & Technology following Meg Stainsby's return to Douglas College in a new role

### **5.2. Articulation Committees**

This is a relatively quiet period for articulation committees, since most meet in May-June. Mike informed members that BCCAT staff are planning to be more selective about which committee meetings they attend, in order to make more efficient use of staff resources.

### **5.3. 2018 JAM**

Feedback from participants indicates that this may have been the best JAM event to date. The Minister opened with an engaging and positive talk, and there was strong interaction and engagement at presentations throughout the day. A summary review was provided for members' information. Presentations are currently posted at [bccat.ca/articulation/jam](http://bccat.ca/articulation/jam)

### **5.4. TAC Projects**

Fiona MacQuarrie is at work on two key TAC projects: Trades to Academic Transfer, and English Language Proficiency standards.

### **5.5. Transfer Innovation (TI) Projects**

BCCAT staff are currently reviewing the TI program overall, and mapping out a strategy for moving forward. For example, a system audit of articulations may be appropriate at this stage, to identify courses that are no longer offered or have changed in some way. Staff members would work with articulation committees to ensure listings are updated.

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## **6. ADMISSIONS**

### **6.1. Admissions Committee (Last Meeting: October 19, 2018)**

The draft minutes of this meeting were provided for members' information. Robert Adamoski noted the appointment of a number of new members: Darran Fernandez, Kathryn Verkerk, Clayton Munro, and Zena Mitchell.

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## 6.2. Admissions Projects

### 6.2.1. Admission Policies for Under-Represented Groups

Robert provided updates on the following projects:

- *Block Transfer Agreements (BTAs)*: Many BTAs listed on the BCTransferGuide.ca website appear to have lapsed. The Admissions Committee is looking at communications issues related to these listings, to raise awareness of their existence, and to ensure they are maintained and updated as appropriate.
- *Application of Credits from Multiple Credentials*: There is a wide range of variety of credentials, including those that have certificate embedded or stackable 1-2 year credentials. Robert noted that Bob Cowin and Ted James would be presenting later today on the results of this project. It is expected that the report will be published in early 2019.

**\*ACTION\***

In closing, Council members were requested to share information regarding BCCAT research Calls for Proposals. Ideally, depending on the effectiveness of our communications, these calls will attract a wider group of contractors to reflect a wider range of perspectives.

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*NOTE: At 12:00 noon, Council was joined by representatives from VCC for a time of lunch and discussion, followed by a brief tour of the campus.*

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**PROJECT PRESENTATIONS:**  
**“Admission of High School Non-Graduates” & “Growth of Post-Degree Programs in BC”**  
*Bob Cowin and Ted James (Project Leads)*

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## 7. RESEARCH

### 7.1. Research Committee (Last Meeting: November 23, 2018)

The Research Committee is currently looking at new projects. Robert Adamoski and Anna Tikina are drafting a paper setting out proposals, and recommendations are welcome.

**\*ACTION\***

### 7.2. Research Projects

#### 7.2.1. Survey of Mobile Students

A Memorandum of Understanding has been signed with BC Stats for this work. A Working Group is overseeing the project, and a survey has been developed. This survey will differ from the previous one as it will look more deeply at student experiences (motivations, plans, frustrations, etc.). The goal is to obtain a more comprehensive picture of student movement.

#### 7.2.2. Contemporary Issues Projects

An overview of current projects underway was provided, including: Indigenous Pathways, Student Data Mobility Survey, and a review of PLA options in BC.

##### 7.2.2.1. Proposal for funding disclosure

Due to discussions at recent Council meetings regarding projects funded through the Contemporary Issues program, the Research Committee recommends that BCCAT staff should publish the following information on the BCCAT website, consistent with typical practices at other funding agencies:

- When funding is awarded – the project title, the name of the lead and associated researchers, and the date of funding approval.
- When the project is completed (in addition to the above), the amount of funding provided, and a citation for the final product if applicable.

- **MOTION:** That BCCAT staff publish, on the BCCAT website, basic information for each Contemporary Issues project funded by Council.

**B.Dick /  
E.McCausland**

**CARRIED.**

### 7.3. Other Project Updates

Adam Bielka spoke briefly about his recent review of the use of PLAR by post-secondary institutions in BC, Canada and abroad, noting that there is no evidence of the use of such assessments in trades programs, but they are more common for health programs. There doesn't appear to be much data available, so this topic may be suitable for further investigation. Robert Adamoski expressed appreciation to Adam for his work on this and other projects during his time working with BCCAT as a Coop student.

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## 8. TECHNOLOGIES

### 8.1. EducationPlannerBC.ca (EPBC)

Kathy Denton gave an update, noting that the project has now been funded to 2022. A search for an Interim Executive Director is underway, and an announcement may be coming soon.

### 8.2. BCCAT.ca Redesign Project

BCCAT staff are continuing to work with Bayleaf on the redesign of the BCCAT website, to enhance access to publications and resources, and improve navigability.

### 8.3. BCTransferGuide.ca External Review

PLAID Consulting have been connecting with various transfer system members and stakeholder as they develop a survey for launching in January 2019. Following that, they will be scheduling focus groups. The review is expected to inform future improvements to the site.

### 8.4. Transfer Credit System (TCS) – Update

Mike reported that work is underway to import transfer tables to support UBC's workflow. This pilot project should help inform other similar work with other post-secondary institutions (e.g. possibly Douglas College, starting in January).

The focus now is to bring more of this kind of information into the BC Transfer Guide to support institutions manage these agreements and ensure the information is widely available.

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## 9. INTER-PROVINCIAL ISSUES & DEVELOPMENTS – R. Fleming

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

The next PCCAT Conference will be held in Regina in June 2019. It will be held in conjunction with WARUCC (Western Association of Registrars of Universities and Colleges of Canada). The Call for Proposals is due to be released shortly. See [www.pccatweb.org](http://www.pccatweb.org)

### 9.2. CATCan Network

The agenda for this meeting was provided for information. The group will meet in Vancouver next year on the day before the Joint Annual Meeting.

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### 9.3. Saskatchewan Post-Secondary Leadership Forum

The agenda for this forum was provided for information, along with a copy of Rob Fleming's presentation. Attendees included the Honourable Melanie Mark, along others from the Ministry. Participants at the event expressed a high interest in hearing about credit transfer pathways and the Transfer Credit System, as Saskatchewan looks forward to the potential development of its own transfer network.

### 9.4. ARUCC Groningen Steering Committee

Rob Fleming provided a brief update on the progress of this committee's work, and the next steps to identify funding sources.

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## 10. OTHER ITEMS OF INTEREST

A list of links to recommended articles was provided for Council members' information.

See [https://www.bccat.ca/pubs/Dec\\_2018\\_Current\\_Issues.pdf](https://www.bccat.ca/pubs/Dec_2018_Current_Issues.pdf)

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

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## 12. ADJOURNMENT & CONFIRMATION OF NEXT MEETING DATES

- Friday, March 8, 2019
  - Thursday June 6 – Friday June 7, 2019
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