MINUTES

ATTENDEES:

COUNCIL MEMBERS:

FLEMING, Robert (Co-Chair)	BCCAT Executive Director
HAMILTON, Jim (Co-Chair)	Retired President, Okanagan College
AROCA, Willy A.	Asst. Dept. Head, School of Hospitality, Vancouver Community College
BIIN, Dianne	Director, Indigenous Education & Engagement, Selkirk College
CRESPIN-MUELLER, Dorys	Executive Director, Integrated Planning & Effectiveness, Thompson Rivers University
DICK, Brian	Professor and Chair, Engineering, Vancouver Island University
DOMAE, Lisa	President & CEO, North Island College
HEMANI, Rummana Khan	Vice-President, Students & International, Simon Fraser University
KRAUSE, Gerda	Dean, Faculty of Science, Langara College
KUNKEL, Titi	Vice-President Academic, Students, & International, Coast Mountain College
LOUIE, Brenda	Vice-Principal, Columbia College
McGREGOR, Helen	Superintendent & CEO, Vancouver School District
MITCHELL, Zena	Associate Vice President, Enrolment Services, and Registrar, Kwantlen Polytechnic University
RENNIE, Kriston	Dean, Faculty of Indigenous Studies, Social Sciences & Humanities, University of Northern BC
SOMERVILLE, Michelle	Educational Advisor, Student Services, Okanagan College
STYLES, Laureen	Vice-President Academic & Provost, Capilano University
WHITE, Lisa	PhD Candidate, Dept. Of Educational Studies & Indigenous Education, UBC

REGRETS: John Chenoweth, Karen McCredie & Sam Saini.

STAFF MEMBERS:

CHUN, Anabella	*Committee & Technology Support Coordinator*
DROPOL, Adina	Office Coordinator
HESLOP, Joanne	Student Transitions Project Manager
KUO, Irene	Pathways Coordinator
McQUARRIE, Fiona	Special Projects Officer
TIKINA, Anna	Director, Research & Admissions
TING, Elle	Research & Projects Officer
WINSEMANN, Mike	Director, Transfer & Technology
YORKSTON, Valerie	Executive Assistant to the Council & Communications Coordinator

GUESTS:

- FROM THE MINISTRY OF POST-SECONDARY EDUCATION & FUTURE SKILLS:
  - Ben Ferrel, Executive Director, Post-Secondary Digital Policy & Programs
  - Morgan Beach, Director, Strategic Planning & Business Solutions

NOTE: For information regarding acronyms used in these minutes, refer to this list of Common Acronyms used by BCCAT:
https://www.bccat.ca/pubs/Resources/CommonAcronyms2022.pdf

MINUTES

1. WELCOME & OPENING REMARKS *– Rob Fleming & Jim Hamilton (Co-Chairs)*

We acknowledge that the BCCAT office is situated on the unceded territory of the Coast Salish peoples, including the territories of the xʷməθkwəy̓əm (Musqueam), Skwxwú7mesh (Squamish), Stó:lō and Səl̓ílwətaʔ/Selilwitulh (Tsleil-Waututh) Nations.

2. PROPOSED AGENDA

The agenda was approved as presented.

3. MINUTES FROM PREVIOUS MEETING *(March 13, 2023)*

The minutes of the March 2023 meeting were approved as presented.

4. COUNCIL BUSINESS

4.1. Provincial Issues and Developments

4.1.1. Ministry Update

Morgan Beach (Director, Strategic Planning & Business Solutions, Ministry of Post-Secondary Education & Future Skills was introduced to members. Ben Ferrel provided a brief update regarding the implementation of the StrongerBC initiative. Ben noted that his branch is now responsible for WorkBC, which also works with EPBC, BCCAT, BCcampus and Digital Services.

4.1.2. Indigenous Education Update

Dianne Biin spoke briefly regarding recent discussions at the Indigenous Articulation Committee meeting. Discussions focused particularly on the question of how to creating pathways for Indigenous students. For example, how to use language credits for other types of educational pathways (offering more than general credit)?

4.2. Executive Director Report

4.2.1. Key Activities & Developments

Rob Fleming updated members on recent activities and developments. A few key points are outlined below.

Ministry/Government
- Future Ready Announcement and Plan (launched at BCIT in May)
- TCS Pathways, as part of Digital Services Strategy
- Participation on the Digital Learning Strategy Advisory Committee
- Continued involvement with the Learning Continuity Working Group (focused on International Education Strategy Transitions)
- The nominations process for Council member appointments (and re-appointments) is underway.

BC Transfer System Consultation
- BC Transfer System Membership: Policy development in relation to IAHLA institutions to follow a pathways meeting in the fall and DQAB meeting looking at Associate Degrees, as further consultation is required.
- The Indigenous Articulation Committee plan to schedule regular meetings to discuss key issues (membership, articulation, pathways, etc.)
- May/June are traditionally "Articulation Season" with BCCAT staff members attending many committee meetings across the province. (See item 7.2 for more information.)

- Discussion with BCIT is underway regarding assignment and licensing of the TCS.
- NDA and discovery proposal are being developed for TCS feasibility discussions with OnCAT.

Inter-provincial / International Collaboration

- Aurora College has expressed an interest in participating in the transfer system. Meetings were held in April and May to discuss.)
- PCCAT's Learning Day was held on June 20, 2023. Rob Fleming participated in an inter-provincial panel.
- Manitoba Credit Transfer Articulation Forum – held in May.
- Continued development and discussion with Campus Manitoba and OnCAT regarding a TCS partnership (e.g. consolidating intellectual property, licensing).

4.2.2. Staff Report

The staff report was briefly reviewed, and there were no questions.

4.2.3. Project & Activities Update

The Project & Activities chart was provided to update members on the status of key projects and activities in this year's work plan.

4.2.4. Membership Applications and Policy

Currently, one new membership application was received from Western Community College (WCC) and will be reviewed by the TAC with an anticipated recommendation coming forward for Council's consideration at the fall 2023 meeting. (letter was provided for information.)

Based on discussion with other interested institutions, we anticipate two other applications to come forward within the next year. To prepare for adjudication of these applications, Council members were asked to review the criteria as set forward in the policy to help inform discussions at the next meeting.

4.2.5. BC Transfer Guide System Principles and Guidelines Review

The *Principles & Guidelines for Transfer* sets out the operational principles and guiding values of the BC Transfer System. It was last reviewed in 2010. At the May 2023 meeting, the TAC passed a motion to recommend that Council form a subcommittee to review this document, and forward recommendations for revisions to the Council. The following motion was forward.

> **MOTION:** *To form a subcommittee of Council to review and update the Principles and Guidelines for Transfer.*
>
> *L. Styles / G. Krause CARRIED.*

4.3. 2022-23 & 2023-24 Budgets

4.3.1. 2022-23 Final FYE Balances

Members reviewed the final FYE balances for 2022-23. Rob Fleming noted that a number of projects and initiatives (including some technology-related) had been accelerated in order to close them off by year end.

> **MOTION:** *To accept the FYE 2022-23 Budget, as presented.*
>
> *B. Dick / G. Krause CARRIED.*

4.3.2. 2023-24 Budget Update

Rob Fleming referred members to correspondence from the Ministry confirming BCCAT budget allocation for 2023-24. The base funding was in line with what was requested, to support BCCAT core operations in meeting its mandate. In addition to this allocation, additional funds ($450,000, as special project funding) were approved for special projects (particularly technology-related projects) and staff support.

4.4. 2022-23 Annual Review

Valerie Yorkston presented the 2022-23 Annual Review, *Sustaining Transfer: Growing an adaptive eco-system that mobilizes student journeys.* This report functions as a component of BCCAT's accountability to the Ministry, and to provide an overview for post-secondary partners and the wider public. This year, the report looks at key collaboration and developments as BCCAT has continued its work with post-secondary partners to facilitate and advance learner access and mobility.

> **MOTION:** *To accept the FYE 2022-23 Annual Review, Sustainable Transfer: Growing an adaptive eco-system that mobilizes student journeys.*
>
> *B. Dick / G. Krause CARRIED.*
>
> **ACTION:** *Following the Council meeting, the report and a related infographic will be finalized, and forwarded to the Ministry. Then it will be available on the website and announced to the system.*

5. ADMISSIONS

5.1. Admissions Committee (Last Meeting: January 27, 2023)

Zena Mitchell (Committee Chair) briefly reported that two committee members have completed their terms (Peter Geller and Nicole Priestley), so the search is on for two new members. Suggestions for potential new members are welcome.

5.2. Admissions Projects – *A Tikina*

5.2.1. Pandemic-Related Changes in Registrarial Policies

This report was introduced at the March 2023 meeting of Council. It is now available at: bccat.ca/publications/CovidandRegistrars

5.2.2. Collection & Use of Student Data on Race, Ethnicity, and Ancestry

This report was published earlier this year. A short gif is also in development to provide easy access to key findings. Meanwhile, the report, an infographic, and a video presentation are available at bccat.ca/intro/REAStudentData

6. RESEARCH

6.1. Research Committee (Last Meeting: February 10, 2023)

Brian Dick (Committee Chair) referred members to the minutes from the February 2023 meeting. Brian also noted that there are two vacancies on the committee, so suggestions for potential new members are welcome.

6.2. Research Projects

The 2023-24 Research Plan is in process, and likely to be available at the October meeting of Council.

6.2.1. Impact of Covid-19 and Online Learning on Students in BC's Rural and Remote Communities

This report is not a formal BCCAT publication, but is now available at bccat.ca/publication/RuralRemoteAccess

6.2.2. Survey of Mobile Students

Three infographics (focused on Demographics, Mobility, and Motivations) presenting key survey findings are now available at bccat.ca/publication/surveyofmobilestudents

Presentation: Recent STP Research Highlights *by Joanne Heslop, STP Manager*

7. TRANSFER & ARTICULATION

7.1. Transfer & Articulation Committee (TAC) (Last Meeting: May 26, 2023)

The minutes of this meeting will be made available at the next Council meeting. Mike Winsemann noted Sam Saini is the new chair of the Committee. Meanwhile, Margaret Heldman is stepping down from the committee after contributing as a member for the past 10 years.

Key discussions included the proposed review of the Principles & Guidelines for Transfer and applications (and others expected shortly) for membership in the BC Transfer System.

7.2. Articulation Committees

Mike noted that the TAC passed a motion to delist the Electronic Technicians committee. Meanwhile, the Electronic Engineering one is under review. BCCAT staff attended 35 committee meetings through May & June ("Articulation Season"). Travel appears to be less of a barrier this year, but the high cost of hotels in Vancouver remains a concern.

Hybrid formats for articulation committee meetings still pose a challenge; it is clear there is a need to make the online experience more accessible and integrated. Finally, key themes raised in discussion included:

- Post-pandemic effects on student wellness
- AI and ChatGPT
- New TCS technologies (e.g. transfer widget reciprocity)

7.3. TAC Projects

7.3.1. BC Transfer Guide Course Inclusion Policy (Proposal)

As part of the TAC workplan, an ad hoc working group was formed in 2022 to assist in the development of a course inclusion policy for the BC Transfer Guide. Supported by BCCAT staff, the working group reviewed current practices, consulted with the BC Transfer System community, and developed recommendations for defining what courses should be published in the BC Transfer Guide. Based on the feedback received, the general consensus was that the current practices for course inclusion were sufficient, and that the current practice should be formalized as a written document.

The working group formalized these practices as a series of guidelines. These were reviewed by the TAC which then approved a motion to "endorse the Course Definition Guidelines and recommendations and direct staff to develop a Course Definition policy for review by the TAC in January 2023. At that meeting, the draft policy was presented to the TAC, and a motion "to recommend to Council to approve the BC Transfer Guide (BCTS) Course Inclusion Policy" was passed unanimously.

Members were referred to the draft policy, and the following motion was forwarded:

MOTION: *To approve the BC Transfer Guide Course Inclusion Policy.*
B. Dick B. Louie CARRIED.

7.4. 2023 Joint Annual Meeting (JAM): November 2-3, 2023

Planning is underway for JAM 2023! Council members are invited to participate. This event will be online (Nov. 2-3) and hybrid (Nov. 3; in-person at the Paradox Hotel Vancouver). https://www.bccat.ca/articulation/jam2023 for more information.

8. TECHNOLOGIES/WEBSITES

8.1. Transfer Credit System (TCS) Update

8.1.1. TCS Developments

Mike reported on developments regarding sharing TCS technologies with OnCAT, noting that BCCAT is not a vendor, so not in a position to submit formal proposals. Instead, a potential partnership is being explored, and a gap analysis is underway. If this partnership proceeds, this could be a potential model for sharing technologies with other jurisdictions.

8.1.2. TCS Suite

Mike noted that there have been no significant new developments regarding the TCS Suite since the last Council meeting, but that SFU is considering participating in the process.

8.1.3. TCS Pathways

On behalf of Jennifer Kook, Mike provided a brief update, noting to modules:

- program pathways builder (pilot)
- construction of a robust pathways tool.

It is expected that a mockup of the pilot will be ready in the summer months.

ACTION: *Jennifer Kook will provide another update that the October Council meeting.*

8.2. BCCAT Websites Update

The BCCAT website has undergone a major refresh and will be launched today. Anabella Chun took on the bulk of this work, focused on improving access to BCCAT publications and policies, refresh the design, and make the site easier overall for users to navigate. See bccat.ca/ to explore the enhanced site.

9. COMMUNICATIONS

9.1. "Transfer To" Video Series

Val Yorkston played an example of a video from this new video series featuring pathways and transfer opportunities at BC's post-secondary institutions. When this series was launched, a number of other institutions expressed an interest in participating in the series, so work is proceeding with those, and they should be made available by the fall/winter. This is just one small step forward in our collaboration with institutions in raising awareness about post-secondary transfer options in BC. The series is available at: https://www.youtube.com/@bccat_org

9.2. 2023 BCCAT Transfer Awards https://www.bccat.ca/about/awards

Val Yorkston noted that the 2023 BCCAT Transfer Awards have been launched, and Council members are encouraged to spread the word and to look out for potential nominees. Val also welcomed Willy Acosta to the Awards Committee. The committee will be meeting to adjudicate nominations for the 2023 awards, and to discuss planning for the 10th anniversary of the awards program, in 2024.

10. INTER-PROVINCIAL/INTERNATIONAL ACTIVITIES

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

10.1.1. PCCAT Learning Day – June 20, 2023

Members are welcome to participate at this online learning day. Details are available at https://www.pccat.ca/conference

10.2.Groningen Declaration Network (GDN)

The 2023 Annual Meeting of the GDN will be meeting in Jordan. There will be an option to attend online. Details available at: https://groningendeclaration.org/2023-am-jordan/

11. **IN THE NEWS (for info only)** *– R. Fleming*

See this link for a round-up of news items of interest: https://mailchi.mp/3a1eb95e3c6a/gd0mdypkrv-6267644

12. **ANY OTHER BUSINESS**

This meeting was due to be the final one for following outgoing Council members:

- **Jim Hamilton**, Retired President of Okanagan College (& Council Co-Chair)
- **Brian Dick**, Professor & Chair, Engineering, Vancouver Island University
- **Brenda Louie**, Vice-Principal, Columbia College
- **Rummana Khan Hemani**, Vice-President, Students & International, Simon Fraser University

(NOTE: Following the meeting, Rob Fleming delivered brief remarks, expressing appreciation for their contributions to Council discussions and deliberations, and outgoing members responded with their own remarks.)

13. **NEXT MEETINGS & ADJOURNMENT**

TAC	Friday, May 26
COUNCIL	Monday, June 5
ADMISSIONS	Friday, September 22
COUNCIL	Wednesday, October 4
RESEARCH	Friday, October 13
COUNCIL	Monday, December 4