

Business and Commerce Articulation Committee

**Minutes of Meeting
Thursday, May 1, 2008 13:00 to 16:00
River Rock Casino and Resort**

**Chair: Tracy Gillis
Vice Chair: Julie Crothers
Recorder: Lori-Ann Gilbert**

Attendance: See table on last page.

Welcome from Tracy Gillis and Julie Crothers

Approvals:

1. Agenda: motion to approve with additional item - #4 Ministry update - Michelle Nicholson
Seconded - Al Fukushima
All in favor
2. Minutes amended as follows: next year the host will be College of the Rockies, chair will be Kwantlen University College, and co-chair will be Malaspina
All in favor
None opposed
Approved

Institutional Reports and Introductions

3. Institutional reports were distributed .
Introductions given from all individuals, various comments included:

Fatin from Columbia College – Columbia College has a marketing course, started a program which did not go smoothly, English requirement adjusted.

John from CMA – International Business is no longer required

Ministry Update

4. Update from Ministry - Elaine McCreary

Learning programs are often 1 division, there are 4 million citizens in BC, 30,000 civil servants, 425,000 students in Post Secondary, 2000 to 1 department heads. We have a wonderful deputy minister, Laura Quail, who is doing the best she can for the institutions. 3 hallmarks – expanding access and supporting excellence, comparable measure, careful deployment .

Last 10 days have been momentous now campus 2020 is done, there were 52 recommendations.

Elaine suggested institutions find more ways to integrate and gain from the talents,

www.adved.gov.bc.ca/campus_2020. Students using xtra net for degree development and

BC campus is a hybrid of services. Money is in the online development fund, funding is available if you are interested, www.bccampus.ca/educators_services/course_development - for applying for online delivery in this SOL*R modules for your course, www.dare2bdigital.ca – may have more money available for you, PLnet has service office.

Ministry is working with ITA on elearning program, and integrating library services.

Ministry welcomes locating contact in the working branch.

Words of hope:

Approve of lip service, demographics will be changing, learning and work,

Big waves of adjustment, Aboriginals special project is 6 million, 3rd transition,

3rd curriculum , and 3rd language. Literacy and essential skills are another wave.

Employers want to support people who are challenged. Co exhibitors – keep an eye on the moving environment. Websites will keep you in touch of where the ministry is at.

Elaine asks if there are questions - there are none

Report from the BCCAT Annual Meeting of Articulation Chairs/Co-chairs and System Liason Persons (Jennifer Orum & Mike Winsemann)

5. Business Management transfer guide – handout distributed

Jennifer Orum's update

Double check your programs are listed appropriately.

Pg 2 sec 5 – initiative, links for more background, new policy at BCCAT.

Pg 3 – transfer friendly outline on the site – use the template or as a check list.

Public and private system integration, bottom of 3rd page, info sheet for program members, once a new institution applies and receives approval they will become program members. Once an institution is a program member a DQAB rep should attend articulation meetings.

Mike Winsemann's update

Re: Business Management Transfer Guide

A recent audit was completed to see if there were differences in the course to course and business management transfer guide. On average receiving institutions held a 20% rate of discrepancy. Registrar's offices are unaware of the business guide. Institutions are to send in an update but out of 24 only 9 submitted an update recently. This problem was raised to subcommittee, they immediately past a motion - when discrepancies are apparent courses are removed from the business guide. Mike posed the questions - Is this guide necessary? – Should the structure be different or discontinued? Issue identified – Problems finding volunteers for subcommittee.

Gordon Lee explained when the Business management transfer guide first began it wasn't a typical transfer from college to college of business programs, landscape has changed. It may not be appropriate now.

Michelle Nicholson mentioned as a user of the guide send and receive is about what the students are doing. Students are moving from school to school, course to course is not the same as the management guide. In reality we are all senders and receivers. If we lose the guide we will make articulation for the chairs very difficult it is not replaced by anything.

Pam Lim mentions if this is published for students, students get confused, ie: UBC - Intro ACCT for commerce and non commerce – same text, same profs, but material being covered is not the same.

Al Fukushima posed the questions - How much will be affected with the new Universities? Guide was helpful, will it continue to be? Transferability was from small to big. Let's not scrap it, continue until we find out what other institutions are doing, planning stage.

Tracy Gillis mentions it's hard to maintain the guide; students will still use system, but are frustrated, if it's not up-to-date. Who is going to maintain it?

Al Fukushima mentions maintaining guide should be followed through by whoever was assigned the task.

Mike Winsemann states it is about credibility, if institution is not updating this creates a huge problem.

John Western feels the guide existed through BCCAT and BCCAT should take on the job of updating.

Mike Winsemann comments we are not resistant, institutions choice.

Jennifer Orum updates – when these guides were put together funding was given on the basis the committee kept it up to date. When updating issues arose the committee established an appeal

process. We continue to maintain we can't give committee funds to update these lists, The transfer articulation committee will listen to a case for additional funding if it has to be updated to allow it to continue. Funding may be given in the form of a release or honorarium for a person to update. In the future tourism management will apply for funding. Core group who update have core people. Maybe the others who aren't updating need to come off? Or don't ask for volunteers, rotate the members every 2 years. Are students using it?

Fatin Jallad mentions students try to use it to their advantage,

Eric Griffith asks the question – is it possible for the process to not be so complex, if they were all considered sender and receiver? Drive a new model but not ask the same old question.

Mike Winsemann explained some of the senders will be senders and receivers, but not all.

Michelle Nicholson asks - how often is course to course updated?

Mike Winsemann - every day.

Gordon Lee mentions his involvement for 20 years on the committee. Is there a commitment to keep up the guide? Services students, the purpose of these meetings is articulation, and the reason we get together is articulation. We don't need to ask BCCAT for more \$ to do our job.

Julie Crothers posed the question – Perhaps we should do updates at this time? Some of this could be done at this meeting.

Pam Lim agrees.

Tracy mentions we need both the course to course and the Business Management guide .

John Bryant is familiar with the committee meeting twice a year, and thought institutions participating in the Business Management Transfer Guide were automatically updated.

Mike Winsemann mentions the institutions concerns are they don't like other committees articulating their courses.

Michelle Nicholson mentions Okanagan College did not get their updates in on time. We have been growing the 3rd & fourth year and our two year programs are not part of the guide. Sometimes people are not updating because they are still up to date. Michelle agrees this meeting would be a good time to update.

Mike asks – how are we to know they are up to date? Could institutions respond by sending in NO CHANGES? Mike confirms system can handle everyone being senders and receiving.

Tracy Gillis asks the attendees - Who would like to maintain the guide?

More Discussion:

Gordon Lee mentions some courses taught in a diploma program are not transferred to UBC 3rd year and will have discrepancies because of third year rule.

Tracy asks we need to do something for the students, where do we go from here?

Jennifer Orum reports we will be releasing a formal policy for senders on how to commit to becoming a receiver. This may make some institutions reevaluate if they want to become a receiving institution.

15 min break

Tracy Gillis feels BCCAT is sending mix messages.

Mike Winsemann reports the course to course is working well, BCCAT wants to be an enabler for an institution. We can help senders who would like to become receivers and we will help some who are not certain. Some institutions use the guide and some don't even know about it. Mike Winsemann asks the question - Scrap the guide, or help to make it sustainable?

Tracy Gillis –

Action item:

Email all institutions and make sure we cover every institution.

- What we want in our system, and read through the requirements to deans, and presidents
- Date for response
- Meet and come with a decision and a clear message from everyone involved

Date suggested, early fall, October 15th, 2008

Email out by the end of May. Please pass on email to faculty and others involved in this decision.

Motion to attendees to please respond to email - Patrick Michael

Seconded – Al Fukushima

All in favor

Non apposed

No abstentions

Tracy Gillis closes discussion:

Articulation meetings have become less about decision of course equivalency, and more about textbooks we are using, we need to spend more time articulating courses and meetings reflect that flavour.

Mike Winsemann thanks the attendees and has appreciated the discussion and looks forward to resolving the issues.

Business Management Transfer Guide Committee

6. Dianna Morgan has resigned as chair

Volunteers required

Committee members are Michelle Nicholson, Brad Krause, Rebecca Mason, John Shepard,

Members remaining on the committee are Rebecca and Michelle.

There are 6 volunteers required.

Mike asks – what do the committees do between now and fall?

Michelle Nicholson informs group that the committee receives outlines and articulates with a person from the particular dept.

Dianna mentions the chair would send requests via email to committee members.

John Bryant mentions it is his understanding course outlines are sent to the committee and then sent to BCCAT.

Al Fukushima- committee was selected from institutions that had various expertise .

Jennifer Orum informs the group some institutions have a committee who gathers changes, makes decisions and brings results to the articulation committee, goes through more than the subcommittee. Often there is no link to the registrar's office so updated drafts should be sent back to the registrar dept. Flow chart suggested.

Michelle Nicholson mentions they weren't asked give info to registrar's office.

Volunteers for Business Management Transfer Guide at this time are the following:

Michelle will remain
Rebecca – will remain with more mandates
Fatin Jallad – volunteer
Tammy Kiss –volunteer

Tracy asks attendees to go back to your department and ask for volunteers/chair.

Other subcommittee reports

7. Report on Business Education Articulation Committee Report of System Liason Person

Gordon Lee's update –move forward on articulation with private career colleges, PCTIA private institution training. This committee needs to be aware of articulation with institutions accredited with PITA. The update process should not just look at financial and qualifications, but take a look at outcomes. We may be seeing more private career colleges wanting to articulate with other public institutions. Students are moving from private to public and back and forth, concerns being heard from the public on the quality of the private institutions.

Jennifer Orum states potential revisions to upcoming policy,

- Would prefer to PCTIA institutions only
- Focus on block transfer agreements not individual courses
- Receiving institutions due diligent in quality
- Charging for this process, charge private institutions
- Forms submitted, satisfies quality of program, all current agreements should be checked and a continuing part of the system
- Agreements could be recorded in the BC transfer Guide

Policy may be recommended at our June meeting, we may have an announcement of articulation with public institutions with PCTIA.

Other issues

8.

a. European Credit Transfer and Accumulation System (ECTS). (Bernie Warren, TRU)

Students could get in post bac 3 yr program with a diploma, person by person basis.

Sharon Card mentions when they look at exchange students two courses of theirs = one of ours

Michelle Nicholson mentions the exchange = 6 ECTS = 3 BC credits. Students take one course for 2 weeks, it depends on the courses, some courses change year to year, 24 ECTS credits are given when students are on an exchange

b. IFRS Seminar

Don Carter reminds attendees of free IFRS seminar held by PD Development Institute CA of BC, 2 day sessions for all members of your community, May 26, May 27th.

Host for the 2012 meeting

9.

2009 College of the Rockies
2010 Vancouver Community College
2011 Camosum College
2012 University of Phoenix, Chair Camosum College, Co Chair Vancouver Community College

Motion to adjourn – Eric
Unanimous

First Name	Last Name	Institution	Email address
Ulrieke	Birner	Kwantlen University College	ulrieke.birner@kwantlen.ca
Mark	Breedveld	University College of the Fraser Valley	mark.breedveld@ucfv.ca
Jayne	Brooks	BC Deans Group, Chair	jbrooks@okanagan.bc.ca
Sharon	Card	North Island College	card@nic.bc.ca
Don	Carter	CA School of Business	carter@casb.com
Julie	Crothers	Douglas College	crothersj@douglas.bc.ca
Lily	Dayson	CGA Association of BC	ldayson@cga-bc.org
Al	Fukushima	Nicola Valley Institute of Technology	alfukush@nvit.bc.ca
Tracy	Gillis	Malaspina University College	gillist@mala.ca
Deb	Gorval	Kwantlen University College	debbie.gorval@kwantlen.ca
Eric	Griffith	College of New Caledonia	griffith@cnc.bc.ca
Fatin	Jallad	Columbia College	fjallad@columbiacollege.ca
Tammy	Kiss	College of the Rockies	kiss@cotr.bc.ca
Gregory	Krabes	Northwest Community College	gkrabes@nwcc.bc.ca
Gordon	Lee	Kwantlen University College	gordon.lee@kwantlen.ca
Pamela	Lim	UBC	pam.lim@sauder.ubc.ca
Catherine	Mack	Camosun College	mack@camosun.bc.ca
Rebecca	Mason	University of Phoenix	rebecca.mason@phoenix.edu
Elaine	McCreary	Ministry of Advanced Educations	elaine.mccreary@gov.bc.ca
Patrick	Michiel	Northern Lights College	pmichiel@nlc.bc.ca
Michelle	Nicholson	Okanagan College	mnicholson@okanagan.bc.ca
Peter	Norwood	Langara College	pnorwood@langara.bc.ca
Jennifer	Orum	BCCAT	
Kevin	Richter	Douglas College	richter@douglas.bc.ca
Jamshid	Shahidi	Kwantlen University College	jamshid.shahidi@kwantlen.ca
John	Shepard	College of New Caledonia	shepherdj@cnc.bc.ca
Brian	Teghtsoonian	UBC	brian.teghtsoonian@sauder.ubc.ca
Douglas	Viehland	Assn of Collegiate Business Schools and Programs	dviehland@acbsp.org
John	Western	Kwantlen University College	john.western@kwantlen.ca
Marv	Westron	Alexander College	marv.westrom@alexandercollege.ca
Mike	Winsemann	BCCAT	