

BC Agriculture/Horticulture Articulation Committee

Burnaby Continuing Education

5325 Kincaid St, Burnaby, BC

November 09, 2018, 1000-1500hrs

MEETING MINUTES

Meeting called to order at 10:14am

1. Introductions and Welcome

In attendance:

Name	Institution/Agency	Email Address
Karen Flynn	School District #41 (Burnaby)	karen.flynn@sd41.bc.ca
Heather Modesto	School District #41 (Burnaby)	heather.modesto@sd41.bc.ca
Catherine Dale	School District #41 (Burnaby)	catherine.dale@sd41.bc.ca
Karen McComber	North Island College	karen.mccomber@nic.bc.ca
Bill Hardy	HortEducation BC	bhardy@horteducationbc.com
Bonnie Johnston	BC Trades Harmonization Project	bonnie_johnston@bcit.ca
Dale Toronitz	Camosun College	toronitz@camosun.bc.ca
Lisa Greig	Camosun College	greigl@camosun.bc.ca
Laura Biggs	Pacific Horticulture College	college@hcp.ca
Betty Cunnin (Chair)	Kwantlen Polytechnic University	betty.cunnin@kpu.ca

Regrets:

Name	Institution/Agency	Email Address
Rolf Arnold	University of Fraser Valley/SLP	rolf.arnold@ufv.ca
Renee Prasad	University of Fraser Valley	renee.prasad@ufv.ca
Lindsay Lindholm	HortEducation BC	lindsay@horteducation.ca
Ernest Phillips	Thompson Rivers University	ephillips@tru.ca
Kevin Scollon	Thompson Rivers University	kscollon@tru.ca
Egan Davis	University of British Columbia	egan.david@ubc.ca
Jessica Gemella	Vancouver Island University	jessica.gemella@viu.ca
Vern Weber	Industry Training Authority	vweber@itabc.ca
Colleen Rogan	Industry Training Authority	crogan@itabc.ca

2. Approval of the Agenda

- Agenda was approved with the addition of ITA audits as item # 6.d.

3. Approval of the Minutes May 25, 2018

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- Minutes distributed to the attendees and approved as submitted.
 - Motion to approve: Karen Flynn, Seconded by Lisa Greig.
- NOTE – Chair asked if group wanted to follow Robert’s Rules, group decided not to follow them for the remainder of the meeting.

4. Business Arising from the Minutes

Moodle Site: Betty has not set up a Moodle site, requested that people ask for shared documents by email in the meantime.

UBC Foundation Program: Betty contacted Egan at UBC and he was satisfied that all the harmonized content is already covered in their program.

Foundation Program Name: No one at the meeting heard from the ITA about changing the Horticulture Technician Program name to Landscape Horticulturist Foundation Program. Question about whether the ITA intends to make any changes, and about whether the name they use is mandated.

ACTION: Dale to email ITA and inquire about Foundation Program name.

SLE Exam Post-Discussion Scheduling: Will come up later on agenda. The first ungraded pilot occurred at KPU this fall. Normally a 2-hour exam with up to 2-hour discussion afterwards.

SLE Exam Development: Derek Churchill and Janis Matson came to help with the SLE development at the ITA this past summer, along with Betty Cunnin and Laura Biggs.

Level Plant Lists: The plan for developing plant lists has changed, it happened simultaneously with the SLE development for Levels 1 and 2. The Level 1 list is completely updated, available in new Learning Resources and on KPU website. The Level 2 list is nearly completed but needs some plants removed to reach 75. The new lists have been created to include as many plants from the RSOS as possible and to align with each level’s learning outcomes. Note that turf species should be covered within turf class and as they are generally not on the level plant lists.

ACTION: Betty to double-check Kwantlen online database to match new Level 1 list.

ACTION: SLE development group to complete and circulate Level 2 list.

Scheduling of Harmonized Level 1: Betty circulated hard copy of KPU’s new Level 1 program schedule according to ITA line and allocation of Learning Tasks and practical competencies.

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Lecture/lab hours are time spent per week. Expect changes in the next version, but the increased contact time was noticeable. Institutions may contact KPU faculty for advice. There was also some discussion about moving complex tasks into Level 1 based on industry demands and not repeating those tasks before the Red Seal, but major concepts should be reviewed in context in subsequent levels.

Production Horticulture: Discontinuance date on ITA website. KPU is running the last Level 3 with 7 students with no more planned intakes unless there are enough people to run another. Note that apprentices currently in the system could still finish their apprenticeship through on-the-job training or by challenging exams.

BCCAT: Institutions must submit documents related to articulation, if applicable.

Decline in Enrolments: No direct report on youth in trades, but any trade going through harmonization is likely to see a decline in enrolment during the transition period.

5. Landscape Apprenticeship Instructor Materials Project

Guest Speaker: Bonnie Johnston, Project Manager for Curriculum Development of Harmonized Instructor Materials

- \$1.1 million (plus additional \$300K later) available from AVED, BCATTA (Deans and Associate Deans) and TTBC (Trades Training BC) put forward a proposal to spend these funds on instructor resources.
- Started Harmonization Management (HM) Committee – consisting of stakeholders in public system, with involvement from TTBC (consortium of 15 public post-secondary institutions).
 - Discussion about the exclusion of private institutions.
- The curriculum development project is dependent on Program Outline Harmonization but is behind in implementation.
- HM Committee decided to spend the funds on the Phase 1 and 2 trades, which are nearly complete and have worked out well. They put in another proposal for Phase 3-5 trades and got another \$1 million in funding. There's a formula to allocate funds to different trades.
- Deliverables – digital repository for instructors at public institutions with packages to aid in instruction (not meant to be overly prescriptive). Repository is on TTBC website with non-commercial creative commons license, meaning the content cannot be sold but can be used,

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shared, and modified. Access is through email authentication (a direct link), not a login and password.

- Discussion about whether a public institution could log in, save documents, and send to private institutions.

ACTION: Betty to reach out to Harmonization Management Committee to ask about access for private institutions.

- Development process – HM Committee adheres to a series of values and includes representatives of whole province and variety of institutions. Three phases to get the work done – Sprint Start (4 days – Betty and Michelle from KPU in last week of January), Development (96 days), Delivery/Review (by community with feedback as time and budget allows).

- Betty had difficulty getting involvement outside of KPU for Sprint and beyond, but people could still join post-Sprint if available.

- Question from Bonnie about how best to engage community and what this would look like. There was further discussion about involvement of private institutions and whether there's a way for them to be involved at least in the review.

ACTION: Trial a portion of new resources at next Articulation meeting in May to review as a group and provide feedback.

- Tour of the repository – site organized by trade and then each trade is organized by ITA lines. In document preview, people can add comments onto the site if there are errors, etc. Documents can also be downloaded.

- Note that documents are not meant to cover all 180 hours, but prioritize the Performance Criteria list.

[Presentation slides to be distributed with meeting minutes]

6.a. Harmonization Updates – Harmonized IP Exam Date

- ITA has not updated us about the timing for new IP exam. This is set by Ontario and we get 6 months notice. Currently waiting on conversion to French.

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- If implemented prior to harmonization of all levels are in effect, there will be a need to address any gap knowledge (primarily in area of Green Infrastructure).

ACTION: Betty will check in with the ITA to get an update about the IP exam in writing.

6.b. Harmonization Updates – Subject Level Exams – Level One Pilot & Development

- 13 out of 18 Level 1 students at KPU chose to write the pilot exam. Marks are not received yet but won't count towards technical training.

- There was a discussion with apprentices afterwards and comments written on exam sheets. The goal was to get feedback on alignment and test questions. Lines F, H, and J had the most negative comments but apprentices actually scored fine in these areas.

- Betty has requested more exam metrics from ITA.

- There will be an SME review of a few flagged questions.

- Question about whether it's ready for the next Level 1 at Burnaby or whether they will re-pilot the exam.

ACTION: Betty will send out a summary document to committee about exam results.

- Catherine asked if most questions were reused from existing bank. Betty explained the re-assortment, editing, and creation process of SLE development.

- Catherine asked if there will be gap training. The biggest gap is between Levels 2 and 3, which is why the rollout was slowed down. ITA will not fund gap training, expected to be on the job.

ACTION: Question for ITA – Clarify gap training process on their existing online documents. Is it still 40 hours between Levels 2 and 3?

- KPU Level 1 pilot survey results after they completed the exams. 7 out of 18 students responded. 28% had no idea that the program had actually changed. The scheduling was rated as pretty good and the hands-on learning rated good. Note that the learning resources rated poorly but perhaps were not fully utilized in class. Comments showed that some students were quite agitated about their experience.

- Bill commented on the learning resource pricing – up \$40 to \$160 for new Level 1 binder (still figuring out final pricing model).

- Question about whether the CLNA standards are required for students to purchase. They are not required, but it's recommended to at least have a desk copy available. Note that the CLNA now has a digital student copy for \$75. There is a major update to the standards coming in August 2019 and it will include a lot more information.

ACTION: Bill to send information for Betty to distribute about CLNA standards edits.

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6.c. Harmonization Updates – Foundation Programs (Transition Updates)

- Foundation Programs change over to harmonized curriculum as of September 1, 2019. Discussion among the group that this applies to programs starting ON or AFTER this date only. Institutions running the current foundation curriculum must specify clearly when requesting exams.
- Discussion of timing for Level 3 transition – KPU may be offering two at once (current and harmonized) in Fall 2019.
- SLE development schedule – Levels 1 and 2 are complete, Level 2 is awaiting its first pilot, Foundation development in April 2019, Level 3 development in June 2019.

ACTION: Please send Betty 2018/19 dates and levels so when the ITA inquires about pilots, other institutions could be involved.

- How can Foundation Programs be supported in this change? Discussion about learning resources and plant lists as being the most necessary support. Bill described difficulties in development the Level 1 resources regarding repetitiveness (e.g. safety). The Level 1 resources grew by over 200 pages and is a challenge to cover in 6 weeks. HEBC is now starting to update the Level 2 resources. There is an agreement with Ontario to share the Level 1 and 2 resources early next year.
- Note – Program Outline edits should be collected and sent to the ITA.

[Slides to be distributed with meeting minutes]

6.d. Harmonization Updates – ITA Audits

- Every 5 years everyone gets audited by the ITA for each level offered. The ITA will contact the institution and set up an appointment. There will be an ITA rep and an industry person that goes along. It's very informal, but it's recommended that institutions go through the NEW program outline in terms of requirements, e.g. tools and equipment. The ITA expects to see the hand tools and less so the power equipment (as it can be rented). Note that there is now more measuring equipment required in Level 1.
- As part of the audit, the ITA will also talk to students about the apprenticeship pathway.

7. Revised Mandate for HortEducation

- Stakeholder Update document was distributed to committee and explained by Bill.

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- HEBC would run out of money by summer 2019 if it kept operating in the same manner. 60% of the costs are staff. They need \$50K to maintain their status quo.
- Duties will be reduced as explained on the document. Otherwise they will offer fee-for-service contracts, e.g. Lindsay contracted to complete learning resources after Dec 31.
- The re-developed budget is sustainable for ongoing future, especially with learning resources.
- BCLNA has said they will help with Skills Canada and career fairs.
- Betty will be doing some more promotion of the trade.
- Bill will do what he can (keeping the phone/email/website live) but may have to refer people elsewhere for assistance. He hopes that 6 months of absence results in appreciation of their previous role.
- Discussion about whether institutions can expect enrolment to slow down with less promotion of the trade and apprentice support.

8. Learner Resources for Harmonized Red Seal Technical Training

- HEBC will interview their own apprentices for feedback on Level 1 resources.
- The resources are kept as living documents. E.g. the page numbers will be put back to the previous system. They will also reach out to faculty about dealing with redundancies without always referencing to other chapters or levels.
- Forward typos and other feedback to HEBC.
- Level 1 revisions being worked on now and will be completed very soon. Level 2 expected to be complete in January.
- Discussion about pricing, e.g. possibly a student discount on shipping. E-books are likely not an option for this trade.
- People must be specific when ordering current vs harmonized resources – they will create two order forms on website.

Acknowledgement from the committee to Lindsay for all of her hard work with the resources, communication, working with apprentices, and support of the trade.

9. Articulation Agreements BCCAT/KPU

- Standing block transfer agreements need to be refreshed with the harmonized system (e.g. course descriptions and titles).
- Transfer agreements must be re-submitted to BCCAT.

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10. Institutional Program Updates

[Institutional Updates to be distributed with meeting minutes.]

- SD41 (Burnaby) – Full Level 1 at 20 students, Level 2 at 13 students. Working hard on harmonization. Recruited new instructors through network and BCLNA website.
 - Bill noted a number of retirements in industry, expect more instructors available.

- North Island College – Taking time to update Level 1 with help from Betty.

- Camosun College – Were full for their July start before last Christmas but had 9 deferrals due to high demand in the workforce. This year they also had 1 no-show and 4 withdrawals. Smaller class presents challenges in looking after the grounds at Royal Roads. Some of the students are just there to pursue medical marijuana growing. There's more interest in completing the Red Seal but employers don't know about the tax benefits of sponsorship.
 - Interurban campus is expanding with Health and Human Services, and housing in the future.
 - Discussion about Skills competition in 2020, as it's the national year for BC.

- Pacific Horticulture College – 19 foundation students graduating in November (lost one this year), and 22 students applied for 2019 program starting January. 13 students registered in winter Level 3 program, 10 students registered in winter Level 4 program. Also going to offer a part-time Level 1 program from January to June 2019 with harmonized curriculum.
 - Recently offered a 3-day Instructional Skills Workshop to help train more instructors.
 - Betty mentioned development of new Foundation Exam after ITA's current fiscal year. This would be a 1-2 day workshop in April 2019.

ACTION: Betty to recommend to Vern that SMEs are from Foundation Programs.

- KPU – Cancelled Climbing Arborist due to lack of faculty.
 - Bill mentioned lack of industry support and encouragement of challenging exams, also an issue with a recent fatality and change in WorkSafeBC regulations. This creates an issue with the ITA hours requirements for this trade.
 - 38% international students in some programs, creating issues in 2nd year class spaces so there is a suspended international intake right now.
 - Developing cannabis credential (likely a specialized within Diploma) – Fall 2020 launch.

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Industry research is the next step. Discussion about fit into existing Diploma, and about common core with a specialization in cannabis. Question about whether it should be at the diploma level or if most of the tasks are labour-based. Bill noted there is a stakeholder group to see what cannabis training might look like, but there is still a bigger interest in growing food right now.

- Bill noted that the Penticton campus of Okanagan College is looking to start a Foundation Program.

ACTION: Institutions please fill out and submit an Institutional Update to Betty to be distributed to the committee.

11. Other Business

- None.

12. Adjournment at 2:52pm