



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
CHENOWETH, John	Associate Vice-President, Academic-Community Education, Nicola Valley Institute of Technology
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
KRAUSE, Gerda	Dean, Faculty of Science, Langara College
KUNKEL, Titi	Acting Vice-President Academic, Students, and International, Coast Mountain College
LOUIE, Brenda	Vice-Principal, Columbia College
McCREDIE, Karen (<i>ex officio</i>)	Executive Director, EducationPlannerBC
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 and Humanities, University of Northern BC
SAINI, Sam	Associate Registrar and Director of Undergraduate Admissions and Student Recruitment, UBC
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: Rummana Khan Hemani.

STAFF MEMBERS:

DROPOL, Adina	Office Coordinator
CHUN, Anabella	Committee & Technology Support Coordinator
HESLOP, Joanne	Student Transitions Project Manager
KOOK, Jennifer	Manager, Technology Services
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:

- Ben Ferrel (Executive Director, Post-Secondary Digital Policy & Programs, Ministry of Advanced Education & Skills Training)
- Rob Hicks (Director) and Wesley Johnson (Project Coordinator), Student Transitions, Ministry of Education & Child Care

Acronyms referred to in these minutes:

ACAT – Alberta Council on Admissions & Transfer	GDN – Groningen Declaration Network
BCRA – BC Registrars’ Association	JAM – Joint Annual Meeting
DQAB – Degree Quality Assessment Board	ONCAT – Ontario Council on Articulation & Transfer
EDI – Equity, Diversity & Inclusion	PESC - Post-Secondary Electronic Standards Council
EPBC - EducationPlannerBC	TCS – Transfer Credit System
IAHLA – Indigenous Adult Higher Learning Association	UBC – University of British Columbia
	VIU – Vancouver Island University

MINUTES (Approved)

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

We acknowledge that we are gathering on the unceded territory of the Coast Salish peoples, including the territories of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), Stó:lō and Səlílwataʔ/Selilwitulh (Tsleil-Waututh) Nations.

1.1. Welcome to New Members

The co-chairs opened the meeting, introducing the following newly appointed members:

- Willy A. Aroca (Asst. Dept. Head, School of Hospitality, Vancouver Community College)
 - Lisa Domae (President & CEO, North Island College)
 - Titi Kunkel (Acting Vice-President Academic, Students, and International, Coast Mountain College)
 - Helen McGregor (Superintendent & CEO, Vancouver School District)
 - Zena Mitchell (Associate Vice-President, Enrolment Services, & Registrar, Kwantlen Polytechnic University)
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2. PROPOSED AGENDA

The agenda was approved as presented.

3. MINUTES FROM PREVIOUS MEETING (June 6, 2022)

The minutes of the June 2022 meeting were approved as presented.

4. COUNCIL BUSINESS

4.1. Provincial Issues and Developments

4.1.1. Ministry Update

Ben Ferrel provided an update touching on the following points:

- Future Ready Skills Program development is well underway. After extensive consultation this past year, an action plan was brought forward and was received favourably. This is expected to impact budget and planning for next year.
- Digital Learning Strategy – one of the items in the Future Ready action plan. This strategy addresses significant changes due to Covid impact. Surveys show that technology (and digital access and equity) is integral to support learning going forward. Following substantive consultation over the summer, the refined strategy will be brought back to the advisory committee, with a view to beginning implementation on key actions in the fall.
- Digital Services Hub – The focus of this initiative is on connecting information regarding post-secondary and career pathway opportunities, and creating a more unified and accessible experience for users of flagship services (e.g., EPBC, WorkBC).
- A Funding Model Review is currently underway (led by Don Wright, consultant). Initial findings should be made available later this fall.
- The installation of the new Premier and establishment of their cabinet is expected to affect timelines of projects and activities currently underway.

4.1.2. Indigenous Education Update

John Chenoweth spoke about the ongoing work between IAHLA and the Ministry on developing the Indigenous Policy Framework. A draft is expected to be completed by spring 2023.

Dianne Biin also commented that the Ministry has expressed a clear goal to support IAHLAs (e.g., providing a more stable infrastructure and more community-based training through IAHLA schools).

Universities are looking for more creative ways to work with IAHLAs. Post-secondary institutions and IAHLA offices are exploring the new reporting framework and clarifying funding arrangements (dedicated funds per year, not based on timed projects). Other key questions concern how IAHLA institutions should report to Indigenous partners and be accountable to the Ministry. This is a key focus for Directors of Indigenous Education. Indigenous Language Fluency Framework - John reported that six more post-secondary institutions are joining this framework which is now in its 3rd year. Currently, at NVIT, there are four language programs using this model, and in spring 2023 they will see their first graduates.

Transferability is a key issue going forward, as well as program funding (apart from UBCO which is self-funding their programs); other programs are subject to funding by application.

Rob Fleming noted that, at JAM 2022, John, Jason LaRoche (Justice Institute of BC) and Jennifer Anaquod (Kwantlen Polytechnic University) will be presenting on *Pathways Partnerships with Indigenous Institutes*.

4.1.3. EducationPlannerBC (EPBC) Update

Karen McCredie provided updates on the following:

- Digital Services Hub – EPBC working on an interactive journey map to showcase educational pathways to careers. There will be a presentation on this at JAM 2022.
- All institutions have now transitioned systems to using the Ministry's new gender data standard. It allows applicants to be identified in a more inclusive way, and also ensures more consistent reporting. This is a precursor to the work on implementing the PEN validation, and also aligns with the requirement for offering students the opportunity of using the BC Services card for signing in to application services.
- EPBC is also focused on supporting French language programs at BC post-secondary institutions. There has been focused engagement with French language high schools, and plans are underway to provide them with the opportunity to showcase at post-secondary institutions.
- Karen noted that, by this time next year, the Data Warehouse project should be ready to go live, allowing us to examine applicant behavior, identify trends at program and institutional levels, and also by institution types, and across the sector as a whole.
- Work continues with BCCAT and BCRA regarding data collection supporting EDI. There will be a presentation on this project at JAM 2022.

4.1.4. Dual Credit Policy Revisions – 10:00 – 10:30am

Presentation & Discussion led by Wes Johnson & Rob Hicks, Student Transitions

4.2. Executive Director Report

4.2.1. Key Activities & Developments

Rob Fleming touched on the following key points:

- Digital Services Strategy – BCCAT and EPBC continue to support the development of the Digital Services Hub
- Learning Continuity group – Regular meetings with VP Academics and Nicola Lemmer (Assistant Deputy Minister, Post-Secondary Policy & Programs). Recently, the focus has shifted from Covid to system issues and topics, such as international education strategy and micro-credentials.
- Degree Quality Assessment Board (DQAB) – Regular board meetings to review degree programs submitted for approval and ministerial consent. Currently, the board is reviewing Associate Degree approval guidelines for private institutions operating under the Degree Authorization Act and these may precipitate revisions to BCCAT's membership policy.

ACTION: A fuller synopsis of the discussion and decisions will be provided at a future Council meeting.

- The Funding Model Review – Rob and Jim Hamilton met with Don Wright (consultant) in June 2022 regarding the work of BCCAT and the transfer system.
- Indigenous Language Fluency Degree – BCCAT is focused on assisting with articulation relationships and how BCCAT might facilitate.

Rob also introduced two new staff members who recently joined BCCAT :

- Irene Kuo – Pathways Coordinator
- Elle Ting – Research & Projects Officer

4.2.2. Staff Report

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

4.2.3. Project & Activities Update

The chart detailing the status of current projects was briefly reviewed, and there were no questions.

4.2.4. FY22 Budget – Quarterly Update

Rob provided a brief budget update.

4.2.4.1 TCS Program Pathways Project - Funding Letter

Rob referred members to this letter confirming approval of one-time funding for this proof of concept project. *(See item 8.1.3 for further details.)*

4.2.5. Minor Policy Revisions

Elle Ting presented proposed changes to Policy 1A (Mandate, Membership, Role and Responsibilities) and 1B (General Guidelines for the Selection of Council, Committees, and Task Forces). At the March 2022 meeting of Council, members approved changes to these policies to allow for the inclusion of an *ex officio* appointment for the Executive Director of EducationPlannerBC and to broaden the criteria for student nominees. Elle noted that additional minor revisions have been made to both policies to clarify language, update examples, and maintain documentary consistency.

Brian Dick recommended one minor revision: the removal of the specific number of Council members, noting that the policy focuses more generally on the Council structure and membership process.

MOTION: *To approve, as presented at this meeting, the revised policies 1A: Mandate, Membership, Role, and Responsibilities and 1B: General Guidelines for the Selection of Committees and Task Forces.*

R. Fleming / B. Dick CARRIED (with minor revision)

5. ADMISSIONS

5.1. Admissions Committee *(Last Meeting: September 23, 2022)*

Zena Mitchell noted recent changes in membership. Key projects under discussion are outlined in item 5.2 below. The committee will also review its Terms of Reference by the March 2023 Council meeting.

5.2. Admissions Projects

EDI Data Collection – BCCAT is working together with BCRA and EPBC on this project. It focuses on the collection of data on ethnicity and ancestry in post-secondary admissions and reporting, and development of a framework to provide guidance and options for consideration to post-secondary institutions. The research team conducted 2 workshops in spring 2022 with 14 participants. The draft report will be available shortly. The research leads will be presenting on this project at JAM 2022.

Pandemic-related changes to registrarial policies and processes – This project involved data collection through a survey, and interviews with registrarial and Admissions staff. The draft report is under review, likely to be finalized in winter 2022-23.

6. RESEARCH

6.1. Research Committee *(Next Meeting: October 14, 2022)*

There was nothing to report as the committee has not met since the last meeting of Council.

6.2. Research Plan <https://www.bccat.ca/pubs/Resources/ResearchPlan2022.pdf>

The 2022-23 *Research Plan* was provided for reference, outlining key current projects and also potential future project areas.

The Research Committee is reviewing long term themes/ projects over fall 2022. Anna invited members to provide feedback on potential research. Recommendations will be brought forward to Council next year.

6.3. Research Projects

Anna Tikina reported that a Call for Proposals (Contemporary Issues in Student Mobility) will be released in fall 2022. Meanwhile, the CFP regarding the Indigenous Ways of Knowing project has been put on hold as no proposals were submitted.

7. TRANSFER & ARTICULATION

7.1. Transfer & Articulation Committee (TAC) (*Last Meeting: September 26, 2022*)

The minutes of the September 2022 TAC meeting will be brought to Council at the December meeting. TAC has two new members: Sam Saini (UBC) and Jean Malteson (VIU). The committee discussed challenges regarding the Articulation Committee Project (ACP) funding, and a lack of responsiveness from some articulation committees. Mike gave a preview of a presentation on the topic of the “Sustainability of the BC Transfer System” for JAM 2022, to obtain feedback from TAC.

7.1.1. Course Definitions Working Group

The TAC reviewed and approved the draft guidelines from the Course Definitions Working Group and tasked BCCAT to develop a policy framework for review at the January, 2023 TAC meeting. If approved, the policy will be presented to Council for approval.

7.2. Joint Annual Meeting (JAM); Nov. 3-4, 2022

Members are invited to register and participate at JAM 2022. There are, to date, 200 people registered, and the agenda is taking shape. BCCAT staff have observed that organizing a hybrid event is a considerable undertaking.

JAM 2021 Highlights Video: <https://youtu.be/DlmY3WUDZpo>

To view agenda or register: <https://www.bccat.ca/articulation/jam>

8. TECHNOLOGIES/WEBSITES

8.1. Transfer Credit System (TCS) Update

8.1.1. TCS Development Updates

Mike Winsemann gave members a quick preview of soon-to-be released enhancements to the TCS.

He demonstrated a “deployable widget” that allows institutions to display their own, customized transfer guides on their websites. He also presented a new Reciprocity feature making it possible for institutions to identify and create reciprocate agreements within the TCS. Both tools are undergoing testing, with a likely launch in winter 2022.

8.1.2. TCS Suite

The BC Transfer Guide expansion continues with the inclusion of pan-Canadian and international course-to-course transfer agreements with BC Transfer System members. To date, we have seen more than 80,000 transfer equivalencies added to the transfer guide.

In recent months, Langara College (734 inter-provincial agreements), Thompson Rivers University (6,737 Canadian and international agreements), and the University of the Fraser Valley (1,928 Canadian and international agreements, and 1,178 newly published BC transfer agreements) have been onboarded. KPU and SFU are also in-progress.

8.1.3. TCS Pathways

BCCAT is partnering with the Northern Consortium post-secondary institutions and Engineering pathway programs stakeholders to develop a transfer program pathway building tool that will connect course equivalency

data in the Transfer Credit System with program-level course requirement information. Once developed, this system-wide resource will enable PSIs to better identify, build, maintain, and promote program pathway partnership agreements for BC learners.

This centralized BC transfer system tool will serve as a repository for pathway agreements, provide a technology-supported workflow with automated change management and notification functionality, and publish substantive course-level program transfer pathway information on the BC Transfer Guide and related websites to identify bridging and laddering opportunities for learners and PSIs.

8.2. BCCAT Websites Update

Originally, this project was going to entail a refresh of the site, but it has become clear that a more substantive redesign is required. BCCAT has finalized the design and a staging site is being developed. It is expected that the improved site will be launched within the next few months.

9. COMMUNICATIONS – V. Yorkston

9.1. 2022 BCCAT Transfer Awards <https://www.bccat.ca/about/awards>

Val Yorkston presented to Council the report and recommendation of the BCCAT Transfer Awards Committee. The nomination of **Kate Ross** (Associate VP, Enrolment & Registrar, UBC) for a *Franklin Gelin Lifetime Achievement Award* was very well-received, given Kate's long-standing support for learner mobility, leadership at her institution and beyond, and collaboration on key research advancing transfer in BC.

Val shared key points put forward in Kate's nomination, and Karen McCredie, Zena Mitchell and others said a few words in support of Kate's exemplary leadership and considerable contributions over the years.

MOTION: To accept and approve the recommendation of the Awards Committee to present Kate Ross with the 2022 Lifetime Achievement Award.

K. McCredie / Z. Mitchell – CARRIED.

ACTION: Val will contact Kate and others with the news, and arrange for the Awards Ceremony to be held at JAM 2022, subject to Kate's availability.

10. INTER-PROVINCIAL/INTERNATIONAL ACTIVITIES – R. Fleming

10.1. Pan-Canadian Consortium on Admissions & Transfer (PCCAT) <https://www.pccat.ca>

Four BCCAT staff members attended and presented at the Annual PCCAT Conference in June 2022. This is a small conference focused on business practices in transfer and articulation, and it is a valuable opportunity to connect with inter-provincial transfer partners.

10.2. Groningen Declaration Network

Rob noted that this Fall 2022 Conference is coming up shortly (October 12-14). For details, see <https://www.groningendeclaration.org/2022-groningen/>

10.3. PESCE Data Summit (Oct. 26-28, 2022) <https://www.pesc.org/october-2022-data-summit.html>

Karen McCredie informed members of this upcoming event, to be held in Vancouver.

10.4. Collaborations with ACAT

Rob Fleming noted that ACAT is conducting a comparison of similar Councils in Canada, in relation to their own governance. Anna Tikina and Mike Winsemann have had regular contact with ACAT staff, as collaboration continues in sharing expertise and learning.

10.5. ONCAT – New Executive Director

In June 2022, Rob and Mike met the incoming Executive Director of OnCAT, Adrienne Galway, to discuss transfer and technology.

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

This digest of news items was shared for information only: <https://mailchi.mp/443bfc02036a/gd0mdypkrv-6111033>

12. ANY OTHER BUSINESS

13. NEXT MEETINGS & ADJOURNMENT

- Monday, December 5, 2022 *(Details tbc)*
 - Monday, March 13, 2023 *(Details tbc)*
 - Monday, June 5, 2023 *(Details tbc)*
 - Monday, October 2, 2023 *(Details tbc)*
 - Monday, December 4, 2023 *(Details tbc)*
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