

BUSINESS EDUCATORS' ARTICULATION COMMITTEE – Chairs Meeting

MINUTES

BRITISH COLUMBIA COUNCIL on ADMISSIONS AND TRANSFERS (BCCAT)

CAPILANO UNIVERSITY

2055 Purcell Way, North Vancouver, BC V7J 3H5

Cedar Building, Room CE 140

02/05/2017

Present:

Committee Member Name	Institution Name	Email/Contact
David Crawford	Alexander College	david.crawford@aconline.ca
Leelah Dawson	BCIT	leelah_dawson@bcit.ca
Charlene Hill	Capilano University	chill@capilanou.ca
Deborah Sauer	Capilano University	dsauer@capilanou.ca
Greg McCallum	College of the Rockies	gmccallum@cotr.bc.ca
Jallad, F.	Columbia College	fjallad@columbiacollege.ca
Brian Fixter	Douglas College	fixterb@douglascollege.ca
Shonna Reynolds	Langara College	sreynolds@langara.ca
Danielle Ruckel	Langara College	druckele@langara.ca
Christina Harris	Northern Lights College	charris@nlc.bc.ca
Dave McKeever	Northwest Community College	dmckeever@nwcc.bc.ca
Laura Thurnheer	Okanagan College	lthurnheer@okanagan.bc.ca
Kamren Farr	Selkirk College	kfarr@selkirk.ca
Deborah Wilson	Selkirk College	dwilson@selkirk.ca
Chris Jaeger	Vancouver Island University	chris.jaeger@viu.ca
Sameer Mustafa	Vancouver Island University	sameer.mustafa@viu.ca
Tiffany Snauwaert	Selkirk College	tsnauwaert@selkirk.ca

Guest Name	Institution/Agency	Email/Contact
John FitzGibbon	BCCAT	jfitzgibbon@bccat.ca
Steven Earle	BCCAT/VIU	Steven.earle@viu.ca

Recorder: Monika Satani – Capilano University

Welcome from Tiffany Snauwaert, Chair of Business Educators' Articulation Committee

1. **Meeting Called to Order at 12:35 p.m.**
2. **Introduction/welcome**
3. **Approval of Agenda and Any Additional Items**
Motion: to adopt the Agenda as presented
Moved/Seconded/Carried
4. **Approval of minutes of the Articulation Committee meeting of May 4, 2016**
 - Amendments: Capitalize "G" in the spelling of John FitzGibbon.**Motion:** to accept the Minutes as presented with amendments as noted:
Moved/Seconded/Carried
5. **New Business**
Motion: to approve the Executive Terms of Reference as presented
Moved/Seconded/Carried
6. **Executive Elections for 2017/18**
Deborah Wilson acclaimed for the position of Vice-Chair.
Laura Thurnheer now becomes Chair of BEAC.
Tiffany Snauwaert moves into Past-Chair position.
7. **Item/Discussion: Where are institutions at with program outcomes?**
 - Vancouver Island University: VIU's main strategy for program outcomes was to create institutional learning outcomes by making alignment between the programs and the department. They wanted to create a set of outcomes, before the provincial government will ask them to do. Making use of a spreadsheet, and limiting it to five or six outcomes helped them.
 - Capilano University: They created a new strategic plan in which they realigned all the outcomes with the institutional goals. While realigning the goals they used the competency model "ALVERRO".
 - Selkirk College: They have mixed results in terms of learning outcomes. And, one of their top priorities is to define program outcomes. One of the tools offered was University of Victoria's course matcher software.
 - Alexander College: They try to define program outcomes from textbooks which are used for learning purposes.

8. Item/Discussion: Any transfer issue with the Prior Learning Assessment (PLA)?

While some universities provide a letter grade, and some provide with the complete/incomplete format, the main focus is on the learning outcome. Students may be asked to take some prior test or to complete some assignments to prove their eligibility for transfer.

9. Item/Discussion: Host Discussion

Do we want to continue to do Business Articulation meetings at same time as ABT, Hospitality, and Tourism, so as to also potentially benefit from TEC conference that would happen immediately after articulation?

General consensus is yes, but would like to have more say in where and when these meetings are. While BEAC is not yet ready to help plan the TEC conference, many of our members often also attend the TEC conference. BEAC Executive to continue conversations with other three articulation committees so as to increase collaboration.

10. Item/Discussion: BUS TCES Pending

A list of articulation requests waiting in queue to be dealt with. The pending list states the institution names who have not yet responded. Please contact your institution's ICP (likely in the registrars' office) for queries if your institution is on this list and has not yet responded.

NOTE: When receive an application for transfer, make sure the applicants have filled in about: "What specific courses are you looking for transfer?"

11. Presentation of Institutional Reports (previously circulated via email)

- a) College of the Rockies, Greg McCallum
- b) Okanagan College, Laura Thurnheer
- c) Northern Lights College, Christina Harris
- d) Selkirk College, Kamren Farr
- e) Alexander College, David Crawford
- f) BCIT, Leelah Dawson
- g) Vancouver Island University, Chris Jaeger
- h) Columbia College, Jallad F.
- i) Langara College, Shonna Reynolds
- j) Capilano University, Charlene Hill
- k) Northwest Community College, Dave McKeever

12. BCCAT Report/Guest Report: By John FitzGibbon

- Overview:
 - Stating the updates, addressing various issues concerning post-secondary education, and policies governing transfer of students.

- The website of BCCAT has been updated (e.g. minutes of the previous meetings are available online).
- All the committees are working independently.
- Joint Annual Meetings of Deans' and Chairs' discussing challenges.
- Acknowledging individuals by rewards, awards as those are the people making transfer work smoothly in British Columbia.
- Updating technical support. Every transfer goes through BCCAT electronically.
- Some of the jurisdictions (Alberta, Manitoba, Ontario) are planning to install such a software relating to transfer, and making the transfer process easy.

➤ Challenges:

- Internationalization
- K to 12 Math + English Skills
- Introducing universal exam for Math, known as "Numeracy Test". The grades will be assigned on the scale of 4-6.
- Introducing universal exam for English, known as "Literacy Test", which will replace the current Grade 12 Exam.
- A request has been made to the Ministry of Education to not introduce these changes in September as it still requires time to adapt to the changes.
- Some other areas of focus include funding Transfer Innovations project, Experiential learning, BC field school programs and coordination thereof, standard definition of academic credit, projects in interdisciplinary and international transfers.
- Literacy Test not to be tied just with English curriculum. It focuses on all aspects and includes MCQ format, reading skills etc. It is set according to the Canadian Language Benchmark.
- Issues related to Indigenization need to be addressed.
- There are set norms related to intercultural training for both domestic and international students.
- Other standards/criteria for TI project - To look at experiential learning for articulation transfer.
- Problems related to CPA transfers still needs to be resolved.

13. Field Trip Co-ordination Project: Steven Earle – guest

- Status on field trips to USA: Usually field trips are perceived as international. But they can be within the state also. Currently, there is no clear status, and lot of discussion is going on with the government. One of the suggestions for co-ordination is to create a website with FAQ's.
- Participants completed survey for project

14. Next Meeting:

Location: Okanagan College

Business Educators' Articulation Committee

Date: Tentatively May 1 or 2, 2018.

Meeting adjourned at 4:30 p.m.