



BC ELN Steering Committee Meeting Minutes Thursday September 28, 2023

**4:00 – 4:30 pm Pacific
Via Zoom**

In Attendance:

Jonathan Bengtson, University of Victoria
Gwen Bird, Simon Fraser University
Camille Callison, University of the Fraser Valley, *Teaching Universities and Technical Institutions*
Gregg Currie, Selkirk College, *Rural Colleges*
Ali de Haan, Acsenda School of Management, *Associate Members*
Ben Ferrel, Ministry of Post-Secondary Education and Future Skills
Natalie Gick, Simon Fraser University, *Host Site Officer*
Darcy Gullacher, Trinity Western University (Chair)
Susan Parker, University of British Columbia
Trish Rosseel, Douglas College, *Urban Colleges (Vice-Chair)*

BC ELN Staff:

Leah Hopton (Recorder)
Sunni Nishimura, BC ELN Executive Director

Regrets:

Tania Gottschalk, Thompson Rivers University, *Small Universities*

1. Adoption of Agenda

The agenda was adopted as distributed.

2. Ministry of Post-Secondary Education and Future Skills (PSFS) Update on SFU Service Agreement

B. Ferrel presented an update on the PSFS-SFU Service Agreement to the Steering Committee.

He began by providing context, namely that SFU is the administrative host for three organizations (a.k.a. program offices) that provide post-secondary system-wide services, including BC ELN, BCcampus, and EducationPlannerBC. Historically there has been inconsistent documentation of these relationships.

To remedy this, PSFS is drafting a single Service Agreement that will encompass all three program offices. While the main body of the agreement will cover common elements, unique aspects of each program office will be addressed in individual schedules.

The goal is to implement the new Service Agreement in April 2024.

B. Ferrel indicated that he has been in communication with SFU through the development of the Service Agreement. B. Ferrel intends to share the draft with the Steering Committee before it is finalized, likely in late November to early December.

B. Ferrel invited questions from the committee. T. Rosseel asked what specific differences, if any, this agreement would bring about. B. Ferrel responded that his hope was the Service Agreement would have minimal impact on operations, and would increase stability and reduce confusion about processes, particularly when staff changes occur.

There were no further questions from the committee. D. Gullacher closed the discussion and thanked the committee for its time.

3. Wrap Up

The next Steering Committee meeting will be held in-person following the All Partner Meeting on Friday, December 1st, 2023. More information will be sent out in the coming weeks.