

**Minutes of a Meeting of the
COUNCIL of the
APPLIED SCIENCE TECHNOLOGISTS AND TECHNICIANS OF BC
September 28th, 2006 - Sheraton Guildford Hotel, Surrey, B.C.**

Present:	Doug Carter, CTech, PE Nancy Fowler, ASCT Prakash Joshi, ASCT (<i>late</i>) John McNeill, CTech John Murphy	Tim Murphy, ASCT, MBA Janet Scott, ASCT Bruce Stevens, ASCT Keith Switzer, ASCT
Staff:	Cindy Aitken John Leech, ASCT, CAE	Assistant to Executive Director (<i>Minutes</i>) Executive Director & Registrar
Absent:	Jim Blake Dale Churchill, ASCT Martin Dunsmuir, ASCT	Darrin Heisler, ASCT Ken Lee, ASCT Dave Rutherford, ASCT, BCLS, CLS Graham Wickham, ASCT
Guest:	Dennis McJunkin, PEng	APEGBC Past President

President Keith Switzer called the meeting to order at 6:45 pm.

1. Approval of Agenda

The Agenda was approved as presented.

2. Approval of Minutes of May 25, 2006

The Council Minutes of May 25, 2006 were presented for approval.

06-49 *That the Minutes of Council of May 25, 2006 be approved as presented.*

M/S/C

The Council Minutes will be posted on the ASTTBC Web Site.

Approval of Minutes of a Special Council Meeting of August 24, 2006

The Council Minutes of a Special Meeting of August 24, 2006 were presented for approval.

06-50 *That the Minutes of a Special Council Meeting of August 24, 2006 be approved as presented.*

M/S/C

The Council Minutes of the Special Meeting will be posted on the ASTTBC Web Site.

3. ACTION AGENDA

GOAL #2 – PROFESSION AND PRACTICE

3.2.1 BDIBC Discussions with AIBC

Council received for information a Report on the BDIBC Discussion with AIBC. Council also received for information a signed copy of the Directions Forward – ASTTBC & BDIBC Agreement and a signed copy of the MOU between AIBC and BDIBC. President Switzer noted that he attended the BDIBC Annual Meeting and gave a brief update on the discussions between BDIBC and AIBC.

06-51 *That the BDIBC – ASTTBC ‘Directions Forward’ Agreement on BDIBC discussions with AIBC, signed by ASTTBC President on behalf of Council, be received for information.*

That the AIBC – BDIBC Memorandum of Understanding be received for information, noting that Council has reviewed the agreement and finds there are no issues of concern to ASTTBC and that the document in no manner affects or restricts ASTTBC.

M/S/C

3.2.2 APEGBC Limited License Task Force Report

Council received for information a Report on the APEGBC Limited License Task Force and a Limited License Task Force Report prepared by APEGBC. President Switzer noted that Dennis McJunkin, PEng participated on the Task Force.

06-52 *That the APEGBC Limited License Task Force Report of September 8, 2006 be received for information; and FURTHER, that ASTTBC Council expresses its appreciation to APEGBC for the initiative and the opportunity to provide input to the work of the Task Force; and FURTHER that ASTTBC Council indicates its support for the recommendations of the Task Force and offers further assistance to APEGBC as all recommendations and outstanding matters requiring attention are addressed.*

M/S/C

GOAL #3 – PROFESSIONAL STANDARDS

3.3.1 Continuing Professional Development Program

Council received for information a Report on the Continuing Professional Development Program and a CPDP Proposal dated September 12th.

06-53 *That the Continuing Professional Development Program as defined in the proposal dated September 12, 2006, be approved in principle. FURTHER, that the Executive Director & Registrar actively seek member input and bring to Council a summary of that input and recommendations for Council consideration.*

M/S/C

3.3.2 Provisional Membership for Internationally Trained professionals

Council received for information a Report on Provisional Membership for Internationally Trained Professionals. President Switzer gave a brief explanation of Provisional Membership for ITPs.

06-54 *That the policy of 'Provisional Membership' for ITPs who meet academic requirements for certification and registration but lack Canadian experience, be approved.*

M/S/C

3.3.3 Criteria and Policy Direction for Registered Technology Manager

Council received for information a Report on the Criteria and Policy Direction for Registered Technology Manager.

06-55 *That the ASTTBC Board of Examiners Policies be amended to reflect the direction outlined in the Report to Council on 'Criteria and Policy Direction for RTMgr Certification' and that the amended Policies be brought to Council for approval by February 2007. FURTHER, that the Executive Director & Registrar be authorized to commence development of the RTMgr certification program.*

M/S/C

3.3.4 PRB Case Histories January 2005 to August 2006

Council received for information a Report on PRB Case Histories January 1, 2005 to August 2006 and detailed Case Histories for each complaint. Council was in general agreement that the information was well compiled and appreciated all the time and work involved.

06-56 *That the PRB Case Histories for the period January 1, 2005 to August 2006 be received and the members of the PRB and Staff thanked for their considerable effort to ensure ASTTBC meets its obligations under the ASTT Act and Regulations. FURTHER, that the Executive Director & Registrar ensure this information is made available to interested parties and that it be posted on the ASTTBC web site.*

M/S/C

3.3.5 APEGBC – ASTTBC Informal Transfer of Application Files

Council received for information a Report on the ASTTBC informal arrangement with APEGBC on the transfer of Applicants for membership, when the Applicant is best suited to the other Association. President Switzer gave a brief summary of the informal arrangement with APEGBC.

06-57 *That the current informal arrangement with APEGBC, whereby APEGBC and ASTTBC may choose to trade membership application files be approved. The circumstances where this may occur is when either Association has opened a file and then realizes that the applicant could perhaps be best suited to the other Association. This would only happen, however, with the written consent of the Applicant. ASTTBC will waive the application fee for any applicants from APEGBC, on the basis that the fee was already paid to APEGBC.*

M/S/C

Council asked the Registrar to include this policy in the next revisions to the Board of Examiners Policy.

3.3.6 Policy for Existing Members Required to Write Professional Practice Exams

Council received for information a Report on the Policy for when existing ASTTBC Members or Registrants must complete current requirements for Professional Practice Examinations.

06-58 That the following Policy be included in the Board of Examiners Policy Manual:

Policy for: Requirement of Professional Practice Examinations for Existing Members who have not completed Practice Examinations in the past

All existing Members and Registrants, who have not completed a professional practice examination in the past, must complete either the ASTTBC Ethics Examination and/or Canadian Technology Human Resources Board – Professionalism in Practice Module; or whatever form of professional practice examination is required at the time when these members or registrants;

- a) *apply for Reinstatement*
- b) *apply for Reclassification*
- c) *apply to change or add a Discipline or Category of Registration*
- d) *transfer from another Constituent member of CCTT, if they did not complete a professional practice examination in the other jurisdiction*
- e) *for Board of Examiners identified disciplines or technical specialist groups when continuing competency evaluations are required for members*

M/S/C

06-59 That the Executive Director & Registrar be requested to investigate the implications of all Members who have not completed the Ethics Exam and Professional Practice Module (PIP) to do so by a designated date.

M/S/C

GOAL #5 – SCIENCE & TECHNOLOGY AWARENESS

3.5.1 Campus 2020

Council received for information a Report on Campus 2020 : Thinking Ahead and a News Release from the BC Ministry of Advanced Education and Office of the Premier. President Switzer noted that this item was discussed earlier in the Workshop.

06-60 That congratulations be extended to the BC Government and in particular Premier Campbell and Minister of Advanced Education Murray Coell for initiating Campus 2020 and indicates ASTTBC will take an active role in presenting ASTTBC's viewpoint on the future of post-secondary education, in particular technology education. The Executive Director & Registrar is asked to take a lead role in developing ASTTBC's contribution to Campus 2020.

M/S/C

GOAL #6 – CORPORATE & MEMBERSHIP

3.6.1 August 2006 Financial Statement

Council received for information a Report on the August 2006 Financial Statement, a copy of the Condensed Statement of Revenue and Expenses (unaudited) and a graph to August 31, 2006.

06-61 *That the August 2006 Statement of Revenue and Expenses be received for information.*
M/S/C

3.6.2 Budget 2006 REVISED

Council received for information a Report on the Budget 2006 REVISED.

06-62 *That the 2006 Budget REVISED be received for information.*
M/S/C

3.6.3 Work Plan 2007

Council received for information a Report on the Work Plan 2007 (*separate cover*).

06-63 *That the Work Plan 2007 be approved as direction for the Executive Director & Registrar in the allocation of resources for fiscal 2007.*
M/S/C

3.6.4 2007 Annual Dues, Fees and Budget

Council received for information a Report on the 2007 Annual Dues, Fees and Budget (*separate cover*).

06-64 1) *That the 2007 Annual Dues and Fees be approved.*
2) *That the 2007 Budget be approved as a 'guide' for the Executive Director & Registrar in the management of the business of the Association. The Executive Director & Registrar may adjust the Budget during the course of the year to meet changed circumstances and priorities.*
M/S/C

3.6.5 2006 Awards Nominations

Council received for information a Report on ASTTBC Award Nominations, a Nominations Proposal and a hand-out of Jerry Huot's biography and resume.

06-65 *That the following awards, as proposed in the attached Report from the Awards Committee, be approved:*

- *Tim Murphy, AScT, MBA* *Life Member*
- *George Humphrey, BArch* *Honorary Member*
- *Jerry Huot, CARb* *Honorary Member*

Cont...

- *Verne Sundstrom, RPF, ATE* *Honorary Member*
- *Harry Diemer* *Honorary Member*
- *Henry Murphy, ASCT* *Peter Allan Leadership Award*
- *Hugh Dobbie, ASCT, RSD, MBA* *R. Littledale Memorial Award*
- *Paul LaBranche, ASCT* *Professional Achievement Award*
- *Kevin Witzke, ASCT* *Professional Achievement Award*

M/S/C

3.6.6 Appointments to Board of Examiners

Council received for information a Report on the Appointment to the Board of Examiners.

06-66 *That Kenn Waller, ASCT, RSIS be appointed to the Board of Examiners.*

M/S/C

3.6.7 Appointment of Nominating Committee 2007-2008

Council received for information a Report on the Appointment of the Nominating Committee for 2007-2008.

06-67 *That Past President Tim Murphy, ASCT, MBA (Chair), Bob Colclough, ASCT, Marsh Heinekey, ASCT and Dan Mooney, ASCT be appointed to the Nominating Committee 2007/2008.*

M/S/C

3.6.8 Appointment to the FEAT Board

Council received for information a Report on Appointments to the FEAT Board.

06-68 *That Doug Nott, CTech and Muhammad Amer, CTech be appointed to the Board of the Foundation for Education & Advancement in Technology (FEAT).*

M/S/C

3.6.9 ASTTBC 2006 AGM Draft Minutes

Council received for information a Report on the Annual Meeting 2006 Minutes and a copy of the Draft 2006 AGM Minutes.

06-69 *That the draft Minutes of the 2006 Annual Meeting be received for information with the request that comments and suggestions be forwarded to the Executive Director & Registrar.*

M/S/C

4. INFORMATION AGENDA

GOAL #6 – CORPORATE & MEMBERSHIP

4.6.1 Fred Otte, PEng Recognition

Council received for information a Report on Fred Otte, PEng in Memoriam Recognition and an additional Report on how ASTTBC will pay tribute to an Extraordinary Volunteer.

06-70 *That the special recognition for the contribution made by Fred Otte, PEng over a period exceeding 3 decades as determined by the ASTTBC Officers and as outlined in the report dated July 2006, be received and endorsed.*

M/S/C

5. Reports

5.1 President's Report

President Switzer handed out for information his President's Report. President Switzer gave a verbal Report on the meetings he has attended and the activities in which he has been involved over the last few months.

06-71 *That the President's Report be received for information.*

M/S/C

5.2 Executive Director's Report

Council received for information the Executive Director's Report (#50) covering the period from May 1st, 2006 to September 15th, 2006. John Leech updated Council on new issues and items of interest. John responded to questions.

The Executive Director's Report will be posted on the ASTTBC Web Site.

06-72 *That the Executive Director's Report (#50) dated September 28, 2006 be received for information.*

M/S/C

5.3 Registrar's Report

Council received for information the Registrars Report dated September 28, 2006. John Shortreid Director, Registrations & Practice was not in attendance. John Leech responded to questions.

The Registrar's Report will be posted on the ASTTBC Web Site.

06-73 *That the Registrar's Report dated September 28, 2006 be received for information.*

M/S/C

5.4 Governance

5.4.1 Council Evaluation Form – May 25, 2006

Council received for information the Council Evaluation results from the May 25, 2006 meeting. Generally good comments on the meeting.

5.5 CCTT

5.5.1 CCTT Director's Report

John Leech reported that he has spoken to Martin Dunsmuir and that Martin will have a Report available for the next meeting after the CCTT AGM in Alberta.

5.5.2 CM Analysis of Membership Numbers

Council received for information a 2006 CM Analysis of Membership Report prepared by CCTT. John Leech highlighted key aspects of the report.

5.5.3 CCTT and NCDot Evaluation

Council received for information a Joint Statement – CCTT and NCDot to establish new Evaluation Benchmarks for Technology Programs in Canada.

5.5.4 CCTT Elections for Positions of President and Vice President

Council received for information a copy of an email message from Yaro Zajac regarding elections held annually for the positions of CCTT President and Vice President.

5.6 CTHRB

5.6.1 CTHRB TECHNEWS

Council received for information the June, July & August CTHRB TECHNEWS.

6. Other Business

6.1 Guest Messages/Greetings

Prakash Joshi reported on his involvement with other organizations. A photo taken by Prakash in a small group setting with Dalai Lama was circulated for information.

Bruce Stevens reported on his activities in the Okanagan. Bruce noted that he has represented ASTTBC at the College and BCIT in Kelowna.

Dennis McJunkin, PEng APEGBC Past President reported that APEGBC is hoping to have minor amendments to their Act (no changes to Definition of Practice) go through this Spring. Dennis noted that APEGBC is looking for ASTTBC's support for these proposed amendments. Dennis also noted that this is his last meeting as APEGBC Past President which becomes official at their AGM in October in Victoria.

7. **Date of Next Meeting**

The next meeting of the ASTTBC Council is scheduled for Friday, **November 3, 2006** at the **Westin Bayshore Resort & Marina**, 1601 Bayshore Drive, Vancouver, BC. The meeting will commence at 1:00 pm – 5:00 pm in the MacKenzie Room.

8. **Adjournment**

06-74 *That the meeting adjourn at 8:50 pm.*

M/S/C

Keith Switzer, ASCT
President

John McNeill, CTech
Secretary-Treasurer