

**MINUTES OF THE  
EDUCATION COUNCIL MEETING**

June 29, 2012  
Room 208 at 10:00 AM

**Present:** Sabine Lundman (Chair), Amanda Checkley, Beverly Moore-Garcia, Deb Stava, Denise Henning, Gerry Gauthier, John Krisinger, Margo Van Der Touw, Melanie Wilke

**Recording Secretary:** Allison Conway

**Videoconference:** Lianne Gagnon, Margaret Brown, Brian Butler

**Regrets:** Adrian Carlick

**Call to Order:** Sabine Lundman called the meeting to order at 10:25 AM

NWCC's Education Council would like to thank the Tsimshian people of Kitsumkalum, especially the Laxgibuu Clan on whose traditional territory Education Council meetings take place. We particularly acknowledge Sigidimnak Xbisuunt, Vera Dudoward. The Council would also like to recognize and extend our respect to all First Nations; Tahltan, Gitksan, Nisga'a, Haisla, Wet'suwet'en, Haida, Heiltsuk, Nuxalk, Oweekeno/Wuikinuxv, and Dakelh, who, along with Tsimshian people, we continue to collaborate and share goals of educational success.

**1. Adoption of Agenda for June 29, 2012**

**Motion: Beverly Moore-Garcia and John Krisinger**

*To adopt the Agenda with the additions of Elections & By-Elections for EdCo members to New Business, Strategic Planning to Old Business, the Recommendation for Bylaw 11.4 to Bylaws, and the correction of New Business item "Approval Power to EdCo" to "Approval Power to CPAC".*

*Carried*

**2. Approval of Minutes**

*To approve the Minutes from the May 25, 2012 as presented.*

*Tabled*

**ACTION:** Allison will transcribe the dialogue from the College Cuts New Business item surrounding NWCC's associate degree offerings into the May 25/12 Minutes.

**Old Business**

**1. Bylaws**

**Recommendation for 11.4 – Brian Butler**

Add to Section 11.4 a description of the process in which approved Bylaws in their completed format replace previous Bylaws on the website and portal, previous iterations are archived, and are sent to

the Board of Governors for information. The Council will need to entertain a motion to have this passed.

*Tabled*

### **In-Camera Definition 10.1.3**

No comments regarding the definitions of in-camera meetings were submitted to Deb Stava as per the Action Item of May 16<sup>th</sup>, however, the document was not available on the portal for review. The info has since been uploaded.

The members discussed the necessity of the Council entertaining in-camera sessions and questioned the types of conversations elected members could have in such a circumstance. In-camera meetings allow elected members to have a preliminary discussion about sensitive information. Motions cannot be passed during the session.

**ACTION:** Deb will bring back to the August 30<sup>th</sup> EdCo meeting concrete language of areas the Council may expect to go in-camera for, why, and a process for recording and reporting.

### **Motion: Beverly Moore-Garcia and Melanie Wilke**

*To approve the EdCo Bylaws as amended through the first and second reading.*

*Carried*

## **2. Response to Letter from CCP to FNC**

The Council discussed the letter sent by Cheryl Wyatt on behalf of EdCo to CCP on June 19, 2012, acknowledging the Council's receipt of CCP's letter addressed to FNC on May 9, 2012 regarding program cuts.

It was reiterated that there were inaccuracies in CCP's May 9<sup>th</sup> letter, which had been discussed previously by Beverly Moore-Garcia in the May 25, 2012 EdCo meeting.

The June 19<sup>th</sup> letter from EdCo to CCP states the Council "whole-heartedly support[s] the statements made therein" CCP's May 9<sup>th</sup> letter to FNC. EdCo support for the CCP letter was a majority vote, but not unanimous.

## **3. Update on College Cuts**

There was no update to report on since the last meeting.

## **4. Strategic Planning**

Denise Henning updated the Council that a steering committee made up of representation from across the communities have developed a draft document pertaining to NWCC's vision and mission statement. There is a new vision statement; the old mission statement will be brought to internal stakeholders who will improve brevity and effectiveness. EdCo will be provided with regular updates. The draft strategic plan will be ready in September. There will be about 4 weeks of meetings with representatives from Clusters, EdCo, FNC, Student Union, campuses and areas. Denise passed the draft vision and mission statements around the table.

## **New Business**

### **1. CPAC Summary of Motions / CPAC Report (Combined)**

**BCCAT** – The use of BADMN credits to satisfy the AA or AS requirements is on the table for discussion.

CCSJ – Changes approved in the April CPAC meeting were done without the complete submission of supporting information. Completed information passed has been updated in the Registrar’s office; outstanding questions regarding the CRIM 230 outline has been sent back to the originator.

**Internal Transfer of Computer Courses**

The question of transferability between CPSC 111, CPST 040 and BCPT 150 was tabled until the August 17<sup>th</sup> meeting to be discussed with the course outlines and in the presence of the submitter.

**PNUR 103**

**Motion: Margaret Brown and Lianne Gagnon**

*To approve the change of passing grade to 65% (C+) to meet PN course prerequisite set by the PN provincial curriculum and the subsequent change in the evaluation profile.*

*Carried*

**SSW Certificate - CPSC 111, ENGL 190, SSW 109 & 110**

**Motion: Gerry Gauthier and Brian Butler**

*To approve the change to substitute CPSC 111 and one UC elective for SSW 109 & SSW 110. ENG 190 will not be offered; this was previously available for students that did not meet CAT 3 requirements.*

*Carried*

**ACMHW**

**Motion: Sabine Lundman and Brian Butler**

*To approve the addition of the choice of Advanced English offered: instead of only ENG 050, the program may decide to offer ENG 055 or 053 as it would best suit the cohort offering.*

*Carried*

**NURS 101 RL**

**Motion: Brian Butler and Margaret Brown**

*To approve the addition of the lab that will ensure that students can practice skills in the lab setting and be skill tested to ensure competence. Change to lab hours and name are consistent with naming framework.*

*Carried*

**Motion: Lianne Gagnon and Melanie Wilke**

*To approve as a whole the changes to CCP Sciences as approved by CPAC on June 15, 2012.*

*Carried*

**2. EdCo Meeting Schedule 2012/12**

Document was finalized and uploaded to portal and web.

**3. Elections and Bi-Elections**

BOG is on the 2<sup>nd</sup> call for nominations for a Staff Representative, closing on July 3<sup>rd</sup>. There is a faculty vacancy which will require a bi-election. There are now 2 vacancies on EdCo with J. Turner (BADMN –outside of Terrace) and C. Wyatt (CCP – Terrace) leaving.

**Recommendation:** Engage the election process at the end of August or first week of September. The elections to fill student seats on EdCo will also run at that time. Ideally this will enable a full Council for the new school year in September. Bi-elections for the EdCo table will run then as well.

**4. Approval Power to CPAC Over Summer**

**Motion: Deb Stava and Margo Van Der Touw**

*To devolve the powers of EdCo to CPAC to carry out the business of the Education Council until resumed again by EdCo at the August 30 meeting.*

*Carried*

## Reports

**1. Chair – Sabine Lundman**

No report

**2. CPAC – Brian Butler**

Combined with CPAC Summary of Motions in New Business

**3. Assessment Task Force**

No report

**4. A5 – Deb Stava**

Jill Pimlott was Chair but is not longer at the College. Deb will convene a meeting and call for representation at the table in fall.

**5. Clusters**

**Library – Melanie Wilke**

Minutes were posted to the EdCo portal.

**Student Services – Lianne Gagnon**

Met on June 12. The Learning Assistance Specialists put in a capital request to go from CAT 3 to CAT 4. Advisors were looking for updates on websites. Advisors were asking for updates to be made to the website to insure accuracy of dates/locations.

Deb notes that the request to purchase a new CAT 4 module be put to discussion at the A5 table.

**ACE – Lianne Gagnon**

Met on May 30<sup>th</sup>. ACE wants to reinstate proposal writing course that was offered a few years ago. There is particular need for it in First Nations communities and has resulted in students receiving funding for successful proposals submitted. Looking at offering shorter courses and more field trips. Would like a “tool kit” of forms to use at the beginning of the year. Would like a boat because they’re water based.

**Information Item:** In a previous EdCo meeting, C. Wyatt had requested information from the Clusters on grade scale and permission of instructor. This is ongoing. Allison will keep folders on each.

Next meeting is August 30, 2012 in room 208 at 10:00 AM

**Meeting adjourned at 11:47 AM**

**Certified Correct:**



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**Chair**



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**Secretary**