

**MINUTES OF THE  
EDUCATION COUNCIL MEETING**

December 14, 2012  
Room 208 at 10:00 AM

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**Present:** John Krisinger, Kathryn Fullerton, Beverly Moore-Garcia, Debbie Stava, Gerry Gauthier, Melanie Wilke, Regina Saimoto, Julia Moore (Amanda Checkley), Brian Badge (Keisha Reichart)

**Videoconference:** Brian Butler, Margaret Brown, Joseph Daniels, Dave McKeever

**Regrets:** Reto Riesen, Denise Henning, Sabine Lundman, Sandy Clark, Steven Verblac, Adrian Carlick,

**Recording Secretary:** Michelle Rutsatz (Allison Conway)

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**Call to Order:** Melanie Wilke called the meeting to order at 10:14AM

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 Councils 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 December 14, 2012**

**Motion:** Kathryn Fullerton/Regina Saimoto

*To adopt the agenda of December 14, 2012 with addition Program Review: Terms of Reference.*

*Carried*

**2. Approval of the Minutes from November 23, 2012**

*To approve the minutes of the meeting of November 23, 2012 as presented.*

*Tabled*

**3. Business Arising**

**3.1 Elections & Bi-Elections – Deb Stava**

No nominations received. Will need to go to 3<sup>rd</sup> and 4<sup>th</sup> calls. Only 3 months left of term before full election for council membership. 2 student seats vacant as well. Term is until Sept 2013 for students seats. Encourage members to talk to staff and students to run for these seats.

### 3.2 Terms of Semesters – Deb Stava

There was a meeting about the challenges of winter semesters dates and how many Mondays are lost annually with stats and the addition of Family Day. There was discussion about aligning with school district, however most post-secondary in province do not follow school district. When changing dates we need to keep in mind financial aid and the student impact. Will the students require a new application if break is more than 3 weeks. No recommendation has been made to bring back to the table at this time.

### 3.3 Summary of Motions ‘11-‘12

SFU classification starts annual record for their senate by calendar year starting in January. They capture everything that is on the agenda, not only motions. Number starts with year, ie: 12-01, 12-02 and all documents related to this topic are numbered the same. SFU uses searchable PDF documents on their site. Consensus of the group is to also use a system that captures all topics on agenda, not only motions. Including numbers on the agenda would make it is easy to locate.

**Action:** Deb will come back with a framework for the numbering of motions that committee can review at next meeting.

### 3.4 Policy Analysis Committee

Members interested in joining this committee: Steven Verblac, Joseph Daniels, Beverly Moore-Garcia, Margaret Brown, Deb Stava, Regina Saimoto, Reto Riesen Some documents are posted on portal for this Committee. Committee to create Terms of Reference in their first meeting. Deb will call the first meeting.

### 3.5 Draft EdCo Meeting Schedule 2013-2014

Remain as a draft to allow further discussion

Still need a joint FNC/EdCo meeting in 2013-2014

Possible move of EdCo meeting to May 31, 2013 (due to BOG meeting conflict) to coincide with FNC meeting. Will confirm at January meeting

## 4. New Business

### 4.1 Program Review: Terms of Reference

Terms of reference were not located. Strike a committee for program review. Regina Saimoto, Gerry Gauthier, Reto Riesen, and Joseph Daniels put their names forward for this committee. Gerry will call the first meeting to create the Terms of Reference.

## 5. Reports

### 6.1 Chair – Melanie Wilkie (Reto Riesen)

Reto advised BOG that EdCo will be restarting subcommittees that had been dormant, but that this process does take manpower and resources and only so much can be expected from volunteers. The president reported about opportunities, one of the institutional Ends, and documented a list of current partnerships. The strategic plan was adopted; next stage is to define how the college measures it. This will be done by Key Performance Indicators (KPI). This process will involve specialists in the appropriate areas.

**Action:** Melanie to ask for the list of partners to give to members.

**6.2 CPAC – Brian Butler**

ACE program large number of credits required for this program, more than what is considered normal, more than 30 credits, creating overload issues, such as student loan and funding issues. Electrical foundations program change, to reflect wording in pre-requisites, the new math courses K-10. Some institutions have higher pre-requisites compared to ours. Keisha will look into this and present to the committee. Business Admin program and cross program areas were looked at. Some language adjustment needed to show equivalency of courses to other programs. Deb is looking into this.

**6.3 A5 – Deb Stava**

Extend invitation to get representation for this committee so it can be effective. Currently no new names have been added. Have the conversations with others in your clusters and program areas to identify more members. Committee members could possibly share a role to help make it easier with time constraints.

**6.4 FNC – Adrian Carlick**

*No reports*

**6.5 Clusters**

UC: first workload tabled for the Dean to look at.

Library: going through the Strategic Plan and seeing how the library best fits in this and what they can offer

*No other reports*

**Meeting adjourned at 10:58 PM**

Next meeting: January 25, 2013, Rm 208, 10-12 PM

**Certified Correct:**

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Vice Chair

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Recording Secretary