

**MINUTES OF THE
EDUCATION COUNCIL MEETING**

March 22, 2013
Room 208 at 10:00 AM

Present: John Krisinger (Chair), Beverly Moore-Garcia, Kerry Clarke (Gerry Gauthier), Ian Hamilton (Melanie Wilke), Steven Verblac, Mikael Jensen, Amanda Kirkham

Videoconference: Dave McKeever

Teleconference: Reto Riesen, Margaret Brown, Brian Butler, Kathryn Fullerton

Regrets: Denise Henning, Sabine Lundman, Sandy Clark, Regina Saimoto, Adrian Carlick,

Recording Secretary: Emily Suderman

Call to Order: John Krisinger called the meeting to order at 10:12 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 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.

EC.13-6 Carried	<p>Adoption of Agenda</p> <p>Request an additional agenda item "Articulation Committee Meetings"</p> <p>Remove an agenda item "Workforce Training Tuition Increase - Lorrie Gowan"</p> <p><i>Motion to adopt the agenda as amended.</i></p> <p>Ian Hamilton/ Brian Butler</p>
EC.13-7 Carried	<p>Approval of Minutes from February 22, 2013</p> <p><i>Motion to pass minutes from February 22 as presented.</i></p> <p>Reto Riesen/ Mikael Jensen</p>
EC.13-8	Business Arising
EC.13-8.1 Carried	<p>➤ Elections & By-elections Update - Deb Stava</p> <p>○ Student Seat</p> <p><i>Motion to open the student seat to any campus.</i></p> <p>Mikael Jensen/ Brian Butler</p>

Carried

Move to work with the registrar and bring back a recommendation to amend the practice around geographical student seat distribution on EdCo.

Mikael Jensen/ Reto Riesen

The Council discussed on-going student requests to remove the practice of requiring geographic distribution on Education Council student seats, as the by-laws of Education Council do not require geographical distribution for student seats. Council affirmed that geographic representation is preferable and would also like to ensure the student voice is represented.

EC.13-8.2

➤ **Summary of Motions '11 – '12**

The NWCC website is in transition to a new website and is not allowing updates. The Summary of Motions could not be posted. The Council expressed concern that the Summary of Motions were currently not available to the public.

EC.13-8.3

➤ **Policy Analysis Committee**

Committee met but decided not to vote on Terms of Reference because the full committee membership was not in attendance. A spreadsheet is being made to confirm which policies are applicable for Education Policy Committee. The committee will elect a chair during the first full meeting.

EC.13-8.4

➤ **Draft EdCo Meeting Schedule 2013 – 2014**

EC.13-8.4.1

○ **Joint FNC dates**

EdCo meeting will possibly join FNC on May 31st, although FNC has yet to accept the invitation. EdCo will change the date to the May 31st and will meeting separately if FNC is not amenable to a joint meeting at this time.

EC.13-8.4.2

○ **Schedule conflict with BOG May 24/ 13**

EdCo meeting moved to May 31st.

EC.13-8.4.3

➤ **Academic Schedule 2014 – 2016**

Winter semester is 16 weeks, including reading break. The following end dates will need to be changed for the years 2014, 2015, 2016 to the following: April 24, April 23, April 22, respectively.

The spring semester starts may also require an amendment, if so the spring semesters starts would be the following: April 27, April 26, April 25 for 2014, 2015, and 2015 respectively.

Action ITEM: The Council recommended the Registrar research the impact of a semester ending on Monday or Tuesday. What is the impact of moving the end date of semester? Are there any unexpected consequences to ending a semester moving to a Monday or Tuesday?

Carried
 Accept the academic schedule as amended and post to the website
 Reto Riesen/ Ian Hamilton

EC.13-9 New Business

E.C.13-9.1 ➤ Articulation Committee Meeting

Given how important it is for university credit students to be able to transfer, EdCo supports pushing for adequate attendance of provincial articulation meetings. EdCo acknowledges that the power of the following motion doesn't have the ability to directly change the budget, but affirms the importance of transfer credit as the academic integrity and financial stability of the college. It will fall to the budget committee to find the resources.

The Council explicitly stated that this is not solely a concern of University Credit courses but includes Trades, Business Administration, Nursing and GEU courses.

Carried
 Given how important the transferability of courses for students EdCo urges the college to adequately support attendance of articulation meetings by allocating appropriate funding.
 Reto Riesen/ Mikael Jensen

EC.13-9.2 ➤ NCBNP – Amanda Kirkham

○ **Immunizations**

Northern Health has changed policies around the immunizations and flu vaccinations required by staff. To reflect the need of students to complete their practicum within a Northern Health setting, the Northern Health policies must be reflected within the program policies. This also includes CPR recertification every 2 years as a health professional under Northern Health.

Carried
 Motion to amend the NCBNP policies as presented.
 Amanda Kirkham/ Brian Butler

Immunization and CPR Certification:

All students accepted into the NCBNP are sent documentation and information regarding immunization policies. Once accepted into the program, all students must submit:

- A record of immunization status. The following immunizations are strongly recommended and the

current status of each are to be submitted:

- Diphtheria, tetanus, poliomyelitis, measles, mumps, rubella, hepatitis B and varicella
- A Mantoux test (PPD) for tuberculosis
- Meningococcal C conjugate for those born on or after January 1, 1988
- A yearly influenza vaccine. Submission deadline to be announced annually based on release date of vaccine

Completed immunization form must be submitted to the Admissions Office at the institution the student is currently attending prior to September 30 in the first year of attendance. Failure to do so may result in the student not being allowed to practice in the clinical setting.

- Documentation of CPR certification, level C, which must be successfully maintained throughout the program. Proof of CPR certification (and re-certification, as needed) must be submitted prior to commencement of classes.
- CPR must be recertified every two years regardless of expiry date on the card.

- **Admissions**

NCBNP required consistency regarding admissions requirements and has proposed that only the percentage grade will be considered for admittance to the program. The current minimum requirements for the specified Math, Chemistry and English courses have been increased from 65% to 67%.

Carried

Motion to pass the changes as presented.

Amanda Kirkham/ Mikael Jensen

Applicants must:

Meet UNBC admission requirements, and

Have completed the equivalent of the following BC secondary school courses with a minimum 67% in each course:

One of Foundations of Mathematics 11, Pre-calculus 11, or Principles of Math 11

Chemistry 11

English 12

Have completed the equivalent of Biology 12 with a minimum of 73% within 5 years prior to the semester of admission to the NCBNP

- **Time Lapse Between Clinical**

The current NCBNP policies allow a 1 year leave of absence. Students will need to pass a structured, observed test by a faculty member to assess competencies before clinical practice. The staff had implemented this strategy in practice, and would like to formalize the policy.

Carried

Motion to pass the NCBNP policy as presented.

Amanda Kirkham/ Beverly Moore-Garcia

Time Lapse Between Clinical:

Students who are out of clinical practice in a Nursing education program for more than 18 months will be assessed to determine what clinical practice remediation is needed. This may include repeating clinical courses taken previously, regardless of whether the student successfully completed the course.

Students reapplying to the program after a leave of over 18 months will need to be re-evaluated as to the level at which they will need to re-enter the program.

EC.13-9.3

➤ **University Credit Expiry**

The council requested that University Credit expiry be discussed at the Educational Policy Committee. Educational Policy Committee will be responsible for sending to and discussing with cluster areas.

ACTION ITEM: Registrar to do research to what other colleges and universities do, and send to the policy committee. Educational Policy Committee will bring back a recommended policy to EdCo.

EC.13-10

Reports

EC.13-10.1

➤ **Chair – Reto Riesen**

Chair attended Board of Governors meeting in Kitimat and reported that the President presented a monitoring report on the End under policy governance which focuses on being responsive to the needs of our population.

Chair represented EdCo at the Budget Committee meeting and updated that the College is in good financial shape right now.

EC.13-10.2

➤ **CPAC – Brian Butler**

No meeting

EC.13-10.3

➤ **A5 – Deb Stava**

A5 Minutes were submitted in the Meeting Documents, but Deb was not in attendance to give an update

EC.13-10.4

➤ **FNC – Adrian Carlick**

No update

EC.13-10.5

➤ **Educational Planning and Program Review – Reto Riesen**

No meeting

EC.13-10.6

➤ **Clusters**

David: Business Administration will be offering a new concentration on human resource management. Two new courses for this concentration will be sent to ACKAC and CPAC shortly. Business admin will also be offering a personal income tax, with video conference options from Prince Rupert. Contact: Allan Hooper

regarding d2l support.

Reto: Math 131/ 251 will be offered in the same classroom at the same time to allow flexibility for other course offerings.

Meeting Adjourned: 11:23 Mikael Jensen/ Ian Hamilton

Next Meeting: April 26, 2013