NORTHWEST COMMUNITY COLLEGE

MINUTES OF THE
EDUCATION COUNCIL MEETING
February 28, 2014
Room 208 at 10:00 AM

Present:	Debbie Stava, Sherry Beal, Dave McKeever, Chris Gee, Julia Moore, Rocque Berthiaume, Larry White, Reto Riesen, Ian Hamilton, Regina Saimoto (Alice Maitland), Kathy Haley (Amanda Kirkham), Mercedes de la Nuez
Regrets:	Denise Henning, Ann Marie Merkel, Kim McIntyre, Brian Badge, Gerry Gauthier
Guests:	Brian Butler, Dianne Bell
Recording Secretary:	Meredith MacLeod (Emily Suderman)

Call to Order:	Reto Riesen called the meeting to order at 10:10.

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, Gitxsan, 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.14-6	**Adoption of Agenda**
	Additions to the Agenda:
	-ECE Motions (Old Business) update—Larry White
	-Giving through Growing update—Debbie Stava
	-Student By-Elections
	Motion to adopt the agenda, as amended.
	Rocque Berthiaume / Ian Hamilton
Carried	
EC.14-7	**Approval of Minutes from January 24, 2014**
	The following sentence should be removed from the Computer Support Technician Certificate discussion: "All course names and numbers will remain the same."
	Motion to pass minutes from January 24, 2014, as amended.
Carried	Rocque Berthiaume / Sherry Beal

EC.14-8	**Business Arising**
EC.14-8.1	➢ ICT 212—Brian Butler

The new course ICT 212—Web Development II has been approved by ACKAC and CPAC. ACKAC added a portion to the outline about cultural sensitivity, although the technical portion of the course was very difficult to indigenize but is open to having as much cultural content as students were willing to share.

The program has been changed from a diploma offering into a 1 year certificate. The course ICT 212 has programming and web development content which was required. It also includes some HTML and other program coding. With these additions, the program will produce a well-rounded web developer.

The program name has a naming error, should be Computer <u>Support</u> Technician.
David Try will add to the new course outline the policies and attendance information.

Motion to approve the new course ICT 212—Web Development II, as part of the Computer Support Technician Certificate.
Julia Moore / Debbie Stava

Carried

EC.14-8.2	➢ ECE Motions from May 27, 2011—Larry White

A meeting will taking place next week regarding the ECE motions. Larry will report to members at the next EDCO meeting.

EC.14-9	**New Business**
E.C.14-9.1	➢ Board of Governors Schedule Conflict—Reto Riesen

The April meetings for Board of Governors and Education Council conflict. Education Council is unable to move the meeting to the week prior because of the Easter holidays. The April 25th meeting could be moved to May 2nd and an invitation could be sent to First Nations Council for a joint meeting.

ACTION ITEM: Reto to extend invitation to FNC chair for joint meeting.

Motion to accept the Education Council meeting on May 2nd with a joint meeting invitation to First Nations Council.
Rocque Berthiaume / Sherry Beal

Carried

EC.14-9.2   ➢ Northern Collaborative Baccalaureate Nursing Program Policy Changes —Amanda Kirkham

The Nursing program has three separate changes to policies: academic performance policy, LPN admission requirements, and letter of permission policy.

Academic Performance Policy

Currently, if a student fails twice, they are required to withdraw and never able to reapply for NCBNP. Following research and discussion, we would like loosen the policy. It was suggested that if a student fails twice they must withdraw but can reapply after a minimum of 1 year. A committee of members from NWCC, UNBC and CNC would assess the reapplication of the student determining acceptance or not. Generally, NWCC has had an excellent success rate in the nursing program.

The CNC motion that was included in the documents is for background information on this decision.

Motion to approve the change in policy regarding academic performance.

Carried   Debbie Stava / Julia Moore

LPN Admission Requirements

The LPN program has move from a certificate to a diploma. The first graduates are this summer from NWCC. The Collaborative decided to give the LPN program 3 additional credits. It will now have 27 transfer credits for LPN students, as in the past it was 24 transfer credits. It still takes students 4 years to progress through the RN program.

Motion to accept the policy of increase transfer credit for LPN students.

Carried   Reto Riesen / Sherry Beal

Letter of Permission Policy

Currently students need to take our courses as outlines. In some instances students want to take electives from other institutions. The letter now has an additional caveat that if students have committed an academic offense, we can refuse the letter of permission to take a course from another institution.

The reasoning behind this change is that the collaborative felt that the letter of permission was a privilege and people who have violated academic honesty will not be eligible for this privilege.

EDCO had the following questions regarding this policy change:

Why would we continue to penalize students if they had been caught and made reparations during that course in which they had an academic offence? What is their rationale?

There is an information sharing agreement with UNBC and NWCC so UNBC does have access to all information about academic offence. Our instructors do not phone UNBC regarding academic offences unless a patient's safety was in danger. Any conversations regarding collaborative processes need to take place at a different table.

ACTION ITEM: Amanda will take back the following suggested wording reframe: "All students may not be granted the letter of permission." EDCO feels that this wording doesn't sound pernicious if we don't link it to previous academic violations.

Amanda will take back the preceding suggestions and questions to be discussed with collaborative members. The change in the Letter of Permission policy will be tabled until it can be revisited at this table.

Alice Maitland left at 11:02.

EC.14-9.3	➢ Growing Through Giving—Debbie Stava

In regards to timetables Growing Through Giving has identified October 1st as the day of closure. Please inform all clusters and keep this in mind when scheduling classes. CAT members have also been informed to disseminate this information.

Growing Through Giving is an open day where other non-profits are encouraged to apply. The deadline for non-profits to submit their requests is March 14th. A link will be put on the website regarding this.

The nursing program is concerned because they are already linked with many community projects and Growing Through Giving does not speak to the programs that are already many community initiatives. It is a concern that it is a non-instructional day because other days have been identified that work better for the program and students. Several days have already been dedicated to giving back to the community but there is concern that we do not have autonomy.

We do want to encourage animate discussions about volunteering and giving back. Rocque suggestions to be clear about what the goal is and be very conscious about how to communicate amongst ourselves to try to reduce any conflict. Update the college community about these concerns. Once we have projects it will be easier to engage the staff

and students to create momentum about this project.

Discussion regarding the concerns of Growing Through Giving. Is it distracting to our stretched resources? What are other impacts that haven't been discussed at the Growing Through Giving committee? Clusters seem to have similar concerns.

How the goals of the event are established? Who are the participants? What are the goals for the community development project? Is this an event that is trying to build specific relationships with organizations in the community? Is there an assessment among ourselves for what we do in the community? What is the list? What are we currently doing? IS that a good list to have for a starting point of organizations to contact?

Should we move the volunteer day to a Saturday for a true volunteer day? This would avoid the cancellation of an instructional day, or do we all need to volunteer on the same day? Are there other ways to volunteer that fit better with the organic schedule to the non-profit organizations?

ACTION ITEM: Reto requested that Deb bring these concerns from EDCO forward to the Growing Through Giving committee.

ACTION ITEM: Growing Through Giving will be added to the March 28th agenda and will be a standing agenda item until October 2014.

EC.14-9.4	➢ Student By-Elections Notices for the student By-Election will be posted next week. Three seats are now vacant—Terrace, Prince Rupert and other than Terrace or Prince Rupert. We wish to encourage students to participate and run for the by-elections.
EC.14-10	**Reports**
EC.14-10.1	➢ **Chair – Reto Riesen** Reto attended the BOG meeting via teleconference. In the search for a president, the Board has a shortlist of search firms who will do the first steps. We have an interim president of Denis Caron. The budget for next year has been approved. Student fees will be slightly increased, as last year it was passed that the college will continue to increase the student fees by the maximum allowable amount (2%). The board has a policy that NWCC will do that every year maximum allowable amount. Discussions took place regarding lockdown and safety of the campus. Health Safety officer, Kerry Clark, has also attended meetings on that. We should read the emergency

procedures before the emergency happens. If you have input you can tell Kerry Clark or the local health and safety committee. We should add to the list: tsunami

EC.14-10.2	➢ **CPAC—David Try** *No Report*
EC.14-10.3	➢ **A5 – Ann Marie Merkel** *No Report*
EC.14-10.4	➢ **FNC** Elections were held for the Chair and Vice-Chair, Priscilla Michell and Phyllis Clark were elected, respectively. It has been agreed upon by First Nations Council members to provide necessary support to the Chair and Vice-Chair because of personal losses over the last year. They will try to have a representative at the table but it may or may not be the Chair. The attendance of other First Nation Council members will help to relieve some pressure on the Chair but the attending member will be fully informed. **ACTION ITEM:** Circulate Education Council Dates to First Nations Council.
EC.14-10.5	➢ **Educational Policy Committee—Larry White** Education Policy Committee is scheduled for March 20th. They will be finalizing the Terms of Reference and have a few policies on the table.
EC.14-10.6	➢ **Educational Planning and Program Review—Larry White** The Educational Planning and Program Review is in development, with the final draft expected by the end of March. It will be presented at the end of March for feedback. It will be wrapped at the next EMC meeting in the 2nd week of March. Gerry Gauthier will be reporting on the Program Review portion.
EC.14-10.7	➢ **Clusters** Clusters need to be reminded to send minute to Education Council. Concerns and input can be brought forward this way. Academic Cluster: The workloads were formally signed off on February 19th. 18 courses offered by videoconference. By April 1st we will have determined who is teaching which course at which campus by which mode of delivery.

ACTION ITEM: Video capacity and support needs to be an agenda item: technology plan. Invite Ivor to the next meeting for an update.

CCP Clusters: Schedules were submitted on February 21st. Switching to a learning center model, after a successful pilot from Houston. There are some concerns about the reduced full time staffing in CCP and our curriculum development is starting to suffer. Provincially articulated curriculum in the English classes which will be very useful material. It would be nice if there was enough money so that all articulation committees could attend the provincial meetings. We have 11 subcommittees and we only have money for 10 to go down.

BADM Cluster: They have been working with ABT to align some of their courses and to give transfer credit. BADM will now accept 2 UC credits to the diploma and are hoping the reverse to be true as well. Schedules are in and awaiting arrival to registrar's office.

ACE update: Larry white trying to identify different ways to modularize the program. Significant components that may be of interest to community members at large. Increase awareness of and interest in the program.

EC.14-10.8	➤ **Core Review—Larry White** The interim report is being sent to the ministry today. There is a key report about the accomplishments and key opportunities for advancement and direction. Also a institution accountability report. A few brainstorming sessions have been held. These reports will give the ministry the sense of the direction the college is intending to go. It has been suggested to the ministry ways to make our planning easier. It is very diffciutl to plan multi-year funding so we can more effectively work with First Nations communities and preparing communities for LNG. The draft will be circulated to EDCO as an FYI and will be discussed at the next meeting.

Meeting Adjourned: 12:14 p.m.

Next Meeting: **March 28, 2014**