

**MINUTES OF THE
EDUCATION COUNCI Meeting**
September 25, 2015
Room 208 at 10:00 AM

Present: Dave McKeever (Chair), Reto Riesen, Justin Kohlman, Stephen Salem, Chris Gee, Emily Suderman (Allison Conway), Priscilla Michell, Martin Pilar (Julia Moore), Reilly Walker, Lothlan Olson, Phil Bialobzyski, Catharine White, Jill Long (Kevin Jeffrey), Brent Speidel

Videoconference: Sabine Lundman (Guest)

Recording Secretary: Jessica Scafe

Meeting called to order at

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.

<i>EC.15-26</i>	Adoption of the Agenda for September 25, 2015 -Introductions
<i>Carried</i>	<i>Motion to approve the agenda as presented</i> Justin Kohlman/Reilly Walker
<i>EC.15-27</i>	Approval of the Minutes from May 22, 2015 EDCO approved a change for the credit divisor change back in May (EC.15-23.3). EDCO does not have the authority to approve this change as it is mandated by the Ministry of Education. NWCC can create programs that allow us to influence the divisor but in the case of a developmental program the divisor that is provided to us by the Ministry for a non-credential program is 768. If the program is 20 credits or 30 credits, the divisor stays the same. Since EDCO does not have the ability to change to credit divisor but for operational concerns we need to make sure we are charging correctly. There have been challenges in registration and admissions with CCP being 30 credits. There is also missing information from the minutes. The creation of ABE/CCP credit baring courses was presented to the Ministry as a one year pilot. EC.15-23.3 mentions that other post-secondary intuitions use the 30 credit divisor which is inaccurate information since most other post-secondary institutions do not

have credit bearing ABE/CCP courses. Other institutions are driving their ABE/CCP with billing hours which is where the 768 divisor comes from.

Recommendation to remove the CCP divisor motion from the minutes since it contains inaccurate information and EDOC did not have the ability to make the change. The ministry of Education reports on FTE's and they provide a formula to the institution. EDCO's role with that formula is that if we credit developmental programs that are credentialed than that would bring the divisor down to 600 but if it is a developmental program with no credential 768 is the default. Suggestion for a presentation to be brought to CPAC/EDCO what divisor calculations are and how they are calculated by the Ministry for informational purposes.

Motion to "strike" this information and motion that was made from the minutes in May with a notation to clarify why it was removed and that further information will be provided.

Dave McKeever/Phil Bialobzyski

Minutes approved by consensus

EC.15-28 **Business Arising**

EC.15-28.1 **CPAC - Applied Coastal Ecology – Pouyan Mahoubi**

Course changes were previously approved by EDCO. CPAC approved program changes over the summer. The outcome of the program changes is a 0.31 FTE reduction in the instructional delivery cost of ACE. The old ACE diploma was 73.5 credits (38.5 credits of required courses and 35 credits of elective courses (min 15 credits at 2nd year level).

New ACE diploma: is 70 credits (18 credits first year sciences – min 6 credits lab biology; 3 credits CPSC; 6 credits ENGL 1xx; 15 credits second year courses-min 12 credits in science; 22 credits ACE courses; 6 credits other courses.

Old ACE certificate 28 credits (8 credits ACE and the rest electives. New ACE certificate 24 credits minimum 12 credits of ACE courses. The rest electives from approved list.

Old Post-Degree diploma 29 credits (14 credits ACE + GEOG 204, OCOG 209; and 6 credits of other ACE courses or BIOL 211; BIOL 235; GEOG 150; GEOG 160; ANTH XXX

New post degree diploma is 30 credits and to be legible students must hold a B.SC and complete additional requirements: 12 credits NWCC 2nd year earth and science courses; 3 credits in GIS; 12 credits ACE xxx; 3 credits any other NWCC course ACE or other.

Discussion ensues around course outlines and course syllabus. What does a course outline need to have to go through articulation and what can be left out? Is there a template to follow? When does a course outline need to be brought back to EDCO? Suggestion that this be brought back at later date for discussion.

Action item: Syllabus vs Outline. Suggestion to get a task force together and create a guideline to bring back to CPAC/EDCO. BCCAT has a template of what should be included on

articulated course outline compared to a syllabus. We should compare that outline with ours.
Task Force: Stephen Salem(chair), Catharine White, Brent Speidel, Phil Bialobyski, Jill Long

Motion to accept the program changes to the ACE program
Dave McKeever/Justin Kohlman

EC.15-29 New Business

EC.15-29.1 CPAC - ESL – Tanya Rexin/David Try

Due to the changes in the funding ESL decided to modularize their curriculum so that they could track student changes. ESL created course curriculum for ESL 010-070. This is more of standard approach to how they are teaching ESL in other institutions. This is a LINC federal change. Although ESL is a prescribed curriculum it may be beneficial to include First Nations content into the ESL courses. ESL was already passed through CPAC and courses were created for this term. The course developer could meet with the center of learning transformation to include FN content. Course did not go to ACKAC. Written on course form that it was “Not applicable”. Assumed this was done because it is not technically a new course.

Housekeeping Changes: ESL 010 course outline learning outcomes listed twice.

Action Item: ESL curriculum will be sent to the Center of Learning and Research.

Motion to table this item and bring it back to EDCO once the curriculum has gone through the Center of Research and Learning Transformation (CRLT)

Dave McKeever/Stephen Salem

EC.15-29.2 Welding B – Jill Long

A pre-requisite for welding has changed. The old format was C, B, A, level. ITA has changed it to an apprenticeship program which includes levels 1-4. Foundations is equivalent to a “C” ticket. To gain entrance into welding level B students can have Level C or foundations.

Recommendation to change the language around sponsorship. There is some confusion with students in regards to sponsorship sometimes FN students are band sponsored and put them down on their ITA application but that is different. ITA sponsorship is sponsorship with the company you are working for. Language needs to be clarified to differentiate- funded vs. sponsored

Motion to accept the following change to Welding B's pre-requisites: Level C or Foundations
Jill Long/Emily Suderman

EC.15-29.3 Electrical Foundations – Jill Long

Electrical is doing a percentage change. Prescribed by ITA different modules and percentages for final grading. ITA condensed three modules into one, the material is the same, the percentage in the final grade is different. This change took effect in January 2015.

Motion to accept the changes mandated by ITA to the Electrical Foundations/Level 1 program
Jill Long/Phil Bialobyski

EC.15-29.4 Professional Cook Level 1 – Jill Long

Request to remove TB Skin Test and Chest X-Ray pre-requisite out of the program entrance requirements. Industry and Northern Health do not require this to obtain employment in the industry. ITA doesn't have it as a pre-requisite to the program and it is a barrier to some students getting into the program as the test costs money and it is hard to get. We are one of the only post-secondary institutions to have this as a pre-requisite.

Motion to remove TB testing and chest X-ray from the pre-requisites
Jill Long/Brent Speidel

EC.15-29.5 Health Care Assistant Program – Sabine Lundman

Program change: HCAS is moving to hybrid delivery as well as face to face. Removed LPAT as a requirement and it is now an optional course. Removed HCAS 113 and HCAS 114 and reinstated HCAS 103 which is 113 and 114 put together. Reduced total program hours from 780 to 760. This change will be effective 2016W.

Course by Course changes:

For each course the learning outcomes change was a language change from the word resident to client. Other changes noted below.

HCAS 101 - Change in evaluation profile: Originally 3 assignments and final exam. Foundation courses are now 8 weeks instead of 16 weeks. Had to remove some evaluations. There were too many since the program dropped several weeks. Now there are quizzes instead of a final exam. Added aboriginal content within the course as well.

HCAS 102 - Added the following learning outcome: "list and describe the aboriginal determinants of health and how they impact health". Change in evaluation profile is much the same as HCAS 101 - adjusting for time constraints.

HCAS 103 - Reduction of one hour. Evaluation profile change.

HCAS 104 - Reduction of two hours

HCAS 105 - Reduction of two hours

HCAS 110 - Removal of HCAS 108 as a pre-requisite

Motion to accept all changes to HCAS courses 101; 102;103;104;105;106;107;108;109;110
Dave Mckeever/Stephen Salem

Motion to accept the removal of LPAT, HCAS 113 and HCAS 114 , the addition of the HCAS 103, and the changed program hours
Sabine Lundman/

EC.15-29.6	Student Elections
<p>EDCO – Will be holding a second call for nominations to fill the student seat other than Terrace or Prince Rupert. The second call will end on October 2nd. First meeting for students will be October 23. The Prince Rupert campus seat has been filled by acclimation.</p>	
<p>Action item: Jessica Scafe to send out EDCO bylaws before next meeting.</p>	
EC.15.29.7	Academic Appeals Committee
<p>Academic appeals policy. Placement of faculty members of this committee is done at the EDCO table. Two faculty members will need to sit on the committee and four names would be best in order to have coverage.</p>	
<p>Time commitment – varies from 40mins to an hour can be anywhere from 2 appeals to 5-6 a year.</p>	
<p>Volunteered faculty members:</p>	
<p>Chris Gee</p>	
<p>Reto Reisen</p>	
<p>Phil Bialobyzski – Alternate</p>	
<p>Dave McKeever – Alternate</p>	
EC.15-30	Reports
EC.15-30.1	Chair – Dave McKeever
<p>Academic governance council of BC. Dave will be attending. Will have provincial report at that time.</p>	
EC.15-30.2	CPAC
<p>Chair of CPAC should sit on EDCO according to the EDCO bylaws. Someone from EDCO should be the chair of CPAC.</p>	
<p>Action item: Add to next CPAC/EDCO agenda.</p>	
EC.15-30.3	ACKAC – Justin Kohlman
<p>ACKAC will be removed as an advisory committee/sub-committee of EDCO. Processes are in place but the common theme is that the faculty is not being supported in indigenization their curriculum. CRTL is a new center dedicated to working with FNC to develop a vetting list for faculty who are looking to indigenize their curriculum. It was meant to provide support and guidance. ACKAC has had difficulty making quorum. Many programs have come forward without going to ACKAC. In many cases it hasn't gone through the proper channels. ACKAC members will all be welcome to come to CPAC. Items relevant to ACKAC will be first on the agenda as to not waste ACKAC members. Proposing to amend "C"</p>	

Action item: Add chair of FNC to CPAC.

Suggestion for FNC and CPAC get together prior to the first meeting to develop a new terms of reference for the merge. Recommendation for Brent Speidel's new department to help with these issues. Then it could be re-presented at FNC and then brought back to EDCO for a formal motion. ACKAC members to be invited to the next CPAC meeting.

EC.15-30.4 ➤ **A5 – Ann Marie Merkel – No Reports**

EC.15-30.5 ➤ **Education Policy Committee – No Reports**

EC.15-30.6 ➤ **Educational Planning and Program Review**

EC.15-30.7 ➤ **FNC – Priscilla Michell - No Reports**

EC.15-30.8 ➤ **Core Review – Tanya Rixin –Tabled**

EC.15-30.9 ➤ **Clusters – No Reports**

Meeting Adjourned at: 12:21

Next Meeting October 23, 2015