

**MINUTES OF THE
EDUCATION COUNCIL Meeting**
October 21, 2016
Room 208 at 10:00 AM

Present: Dave McKeever, Julia Moore, Phil Bialobzyski, Emily Suderman, Robin, Kezia Sinkewicz, Holly Hovland (Stephen Salem), Catharine White, Chris Gee, Kevin Jeffrey, Gurveer Kaur, Linnea Whecter, Jessica Derow, Anne Marie Merkel, Laurie Waye

Guests: Jody Stone, Seth Downs

Video Conference: Reto Riesen, Ken Shaw (Mercedes de la nuez)

Regrets: Barb McRae

Recording Secretary: Maria Duncan/Jessica Scafe

Meeting called to order at 10:01 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.16.45	<p>Adoption of the Agenda for October 21, 2016</p> <p>Additions: Letter in Support of First Nations Council under Business Arising Peer Review Timelines for New Programs under New Business</p> <p><i>Carried</i> Motion to approve the agenda with additions. <i>Approved by consensus</i></p>
EC.16.46	<p>Approval of the Minutes from September 16, 2016</p> <p><i>Carried</i> Motion to approve minutes with housekeeping changes Kevin Jeffrey and Robin</p>
EC.16.47	Consent Agenda
EC.16.47.1	<p>Welding – Kevin Jeffrey</p> <p>Motion to accept the consent agenda as presented Jody Stone and Ann Marie Merkel</p>

EC.16-48	Business Arising
EC.16-48.1	<p>Open Letter of Support to First Nations Council</p> <p>Business arising from last meeting where Education Council decided to write an open letter of support for First Nations Council Chair to have a vote on the Board of Governors. FNC chair and the College President have been in discussion since last Education Council meeting. They now suggest appointing a FN seat on the BOG. This person would then be a liaison between the BOG and FNC. Since the BOG has been in discussion, Education Council will wait to write the letter.</p>
EC.16-49	New Business
EC.16-49.1	<p>ACPAC - Post-Degree Business Diploma – Seth Downs</p> <p>New two year diploma program for students who already hold a Bachelor degree in another discipline who would like some business training. This diploma is 54 credits which is a little less than our current BADM diploma. This program is made up of existing BADM courses. Discussion ensues regarding the admission requirements. Recommendation to add specific math admission requirements for those students who may be coming in with a Bachelor degree in a non-math field.</p> <p>Recommendation to: Add Foundations or Principles/Pre-Calculus MATH 11 OR Applications of Math 12 or equivalent to the admission requirements.</p> <p>Recommendation to: Separate out the English and Math requirements on the admission requirements.</p> <p><i>Carried</i></p> <p><i>Motion to accept the Post-Degree Business Diploma with additions to the program pre-requisites</i> Phil Bialobyzski and Ann Marie Merkel 1 abstained</p>
EC.16-49.2	<p>ACPAC - Health Care Assistant Program- Jody Stone</p> <p>Every 5 years this program has to go through a recognition process in order to be accredited by the BC Care Aide Registry. This year the BC Care Aide Registry had required changes that our program needed to make in order to be recognized. One of the recommended changes was a way to track our student’s English speaking competency. The BC Care Aid Registry proposed that the HCA program introduce a new form to do this. The form is a self-declaration of their English competency that students must sign. Every student must fill out this form.</p> <p>There was also a recommendation by the registry to increase the program hours from 760 to 780.</p> <p><i>Carried</i></p> <p><i>Motion to accept the self-declaration English competency form and additional program hours to the Health Care Assistant Program</i> Ann Marie Merkel and Emily Suderman</p>
EC.16-49.3	<p>ACPAC - Infant Child Mental Health Program – Stephanie McLean</p> <p>New program and NWCC received one time funding by the Ministry of Advanced Education to offer this program. It is a part of the SSW, SEA department. 5 courses have been developed and will begin in January 2017. These will be offered on a weekend</p>

and evening basis for flexibility. Students will earn a certificate upon completion of this courses. Once these courses are approved and on the books other programs such as SSW could come back to EdCo and include these courses as electives for their program. The 5 courses apart of this program are:

ICMH 110 - Cognitive Development, Trauma and Loss

ICMH 120 - Family Relationships and Psychiatric Health

ICMG 130 - Prevention and Intervention Strategies

ICMH 140 - Infant and Child Psychiatric Disorders

ICMH 150 - Risk Factors in Child Mental Health

Recommendation to: Clarify the learning outcomes for some of the courses as many of them use the word “understand” which is hard to measure.

Credit/No credit needs to be removed from the grading profile

Motion to accept the ICMH program and all courses

Ann Marie Merkel and Catharine White

Carried

EC.16-49.4

Peer Review (PSIPS – Post-Secondary Institutional Proposal System) – Emily Suderman

The province of BC has a process in which all new programming needs to be posted on a provincial website for peer review for 30 days. This process adds a significant amount of time for new programs before they can advertised and marketed. After the review process it is expected that the institutions review the comments from the other institutions. The Ministry also looks over the new programs. For degree programs, the ministry has the right deny or approve degrees. They suggest have 12-18 months before the degree will be implemented. For the non-degree side, the timeline is a little smaller but not by much. NWCC has not done this since 2009. Some of our Associate degrees will have to be resubmitted. There is a request from the Registrar’s office to pass this information on to the clusters. Timelines for new programs will have to be extended to incorporate these new processes. The programs will come through EdCo and will be posted on PSIPS for review before going to the Board of Governors for final approval. NWCC’s new program outline was approved at EdCo in July and this is what will be submitted for the peer review. NWCC also has not done program reviews correctly for some time.

Action Item: Emily to pose question to Stephen regarding combining the new Peer Review process with the Program Review process.

No motion – information item only.

EC.16-50	Reports
EC.16-50.1	<p>Chair – Dave McKeever</p> <p>Attended the Academic Governance of Council of BC (AGCBC) meeting on October 17. It is the new name for the council of Education Councils. All education council chairs attend this meeting. Dave chaired this meeting as he is the vice-chair. There was a discussion around Curriculum Management Software. The RFI were done (request for information). The taskforce looked at 6 different packages and rated them. Dave will be going back to the AGC and to survey the group and see if there is any will to purchase this software provincially. BCNET which is a part of BC Campus has the capability to procure certain things using mass purchasing. Colleague and Banner are procured through BC NET. The common application system will roll out soon on BC Campus. There was a large discussion around K-12 system as it will affect post-secondary admissions.</p> <p>North Island College and Langara have D2L (desire to learn) modules for issues on international students such as cultural issues and racism.</p> <p>BOG Update – The target right now is international education. Our 2 German students gave a report on their experience and the field schools they did. NWCC is going through some rebranding and we are still looking at research so there is still a ways to go. It is more than just our logo.</p> <p>NWCC now has international agents in 9 countries recruiting international students. We have some agreements in place with a Nigerian college and Monash University in Australia. We have a contract for project in Mozambique.</p> <p>Capital projects requests (not approved) – New dorm in Terrace.</p> <p>We received 18.4 million dollars for a trade building renovation which will begin in 2017.</p> <p>In November, there will be an EdCo training session. Everyone is invited.</p>
EC.16-50.2	<p>Educational Practice – Carrie Nolan – Tabled. Carrie will begin doing this report soon.</p>
EC.16-50.3	<p>EPC – Stephen Salem – Meeting Monthly</p>
EC.16-50.4	<p>ACPAC – Ann Marie Merkel – Discussed already.</p>
EC.16-50.5	<p>FNC – Barb McRae – Tabled</p>
EC.16-50.6	<p>Educational Planning and Program Review - No program reviews.</p>
EC.16-50.7	<p>Cluster Reports</p> <p>CCP (Career and College Prep) Cluster Report – First meeting with new Dean Laurie Waye. They did a vision exercise. This is the CCP vision first draft “Our goal in CCP is to offer excellent instruction with a focus on student success to more students and more to our current students in the smaller campuses at a reasonable and transparent</p>

cost with a reasonable workload for instructors” No policy wording changes on the admission policy.

BADM Cluster Report – In the process of articulation courses with a new body of chartered professional accountants. All Canada’s professional associates combined into one. Looking to develop an advisory committee and reached out to SSW for their advisory committee templates.

Health Cluster – No issues with Admissions policy.

Meeting Adjourned at: 12:03 pm

Next Meeting: November 18, 2016