

**MINUTES OF THE
EDUCATION COUNCIL Meeting**
June 9, 2017
Room 208 at 10:00 AM

Present: Marja Burrows (Chair), David McKeever, Robin Cheer, Ann Marie Merkel, Emily Suderman, Jessica Derow, Keisha Reichert, Laurie Waye, Carrie Nolan, Reto Riesen, Mercedes de la nuez,

Guests: Kelly Jean, Stella Webster

Video Conference: Pouyan Mahboubi (Stephen Salem), Dinesh Gautam,

Teleconference: Jody Stone

Regrets: Catharine White, Keiza Sinkewicz, Barb McRae

Recording Secretary: Jessica Scafe

Meeting called to order at 10:06am

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.17-32	Adoption of the Agenda for June 9, 2017
	Addition to the agenda: Hairdressing program - Keisha Reichert
Carried	<i>Motion to accept the agenda with additions Laurie Waye and Keisha</i>
EC.17-33	Approval of the Minutes from May 26, 2017
Carried	<i>Motion to approve the minutes as presented Emily Suderman and Robin Cheer</i>
EC.17-34	Consent Agenda
	No Items
EC.17-35	Business Arising

EC.17-35.1	K-12 Curriculum Update – Stephen Salem – Tabled
EC.17-35.2	<p>ABT Update – Laurie Waye</p> <p>Laurie spent Monday and Tuesday at the sprint regarding ABT. It is looking like we may be able to get one more year. More phone calls need to be made before we can make any firm decisions but another update will come soon. This will be on the next agenda on July 7.</p>
EC.17-35.3	Taskforce Updates - Stephen Salem – Tabled
EC.17-35.4	<p>Master Definitions Document with Additions – Information Only</p> <p>Definitions were reviewed. Any feedback can be sent to jscafe@nwcc.bc.ca and they will be reviewed at the EPC meeting.</p>
EC.17-36	New Business
EC.17-36.1	<p>ACPAC – New Program: ASE Workplace Literacy and Numeracy Program</p> <p>The Adult Special Education (ASE) Program had \$50,000 AVED funding left over with the cancellation of the Retail Services Plus Program in Prince Rupert and were given another \$50,000 at the end of fiscal but ASE has to spend it by December 31st. A lot of NWCC's ASE programs are long and at other institutions in the province, the programs are even longer. This is a short ten week program, meant as a step into other ASE programming and a bridge into the Career and College Prep (CCP) programming. It is 8 week section of learning followed by a 2 week practicum or community project. ASE wanted to create a program that could move community to community with very little set up and supplies so that it could be flexible and added to work force training to possibly bride students into our trades as well.</p> <p>The two courses are WLN 100 and WLN 101 and the practicum or community project is WLN 102 for a total of 150 class hours and 20 work experience hours.</p> <p><i>Motion to approve the new ASE WLN program and new courses: WLN 100, 101 and 102</i></p> <p><i>Carried Laurie Waye and Emily Suderman</i></p>
EC.17-36.2	<p>ACPAC-HCAS Admission Requirements – Jody Stone</p> <p>Currently, HCAS students were able to be accepted in the HCAS program if they had certain documents pending as long as they had the documents in prior to the start of clinical. HCAS would like to make the clinical requirements as part of the program requirements so students need to submit them before being accepted into the program. It has been an issue to allow students into the program without having all the documents as students have trouble getting them before clinical and then they are denied practicum as those are dictated by Northern Health. Current accepted students may be affected as they may not able to get documents in before January. NWCC should allow current registered students to have longer to get those documents as admission requirements changes after they have been accepted. Discussion around what to do about current accepted students.</p>

Carried	<p>Motion to accept the change of the clinical requirements for the HCAS program to program admission requirements. Effective date pending word from the Registrar.</p> <p>Dave McKeever and Anne Marie Merkel</p> <p>1 Opposed</p>
EC.17-36.3	<p>ACPAC-Course Change: BIOL 050</p> <p>BIOL 050 is a combination of BIOL 0501/0502. CCP cluster approved these courses to be combined because for instructor led (IL) – it works a lot easier to have them combined. For self-paced BIOL 0501 and 0502 do work. CCP would like to keep all the courses on the books. BIOL 050 will be used for IL and the modularized courses will be used for Self-paced CCP.</p>
EC.17-36.4	<p>ACPAC-Course Change: CHEM 040</p> <p>CHEM 040 is a combination of CHEM 0401 and CHEM 0402 which are courses CCP already has on the books. Currently teaching the modularized CHEM 0401/0402 which has worked well for self-paced but it does not work for instructor led. CHEM 040 will be taught for IL (Instructor led) and the self-paced. Learning outcomes are provincially articulated and NWCC has added some of their own as well as some of the evaluation profile has changed.</p> <p>Motion to approve the course changes of BIOL 050 and CHEM 040 including the evaluation profile and additional learning outcomes</p> <p>Carried</p> <p>Stella Webster and Carrie Nolan</p>
EC.17-36.5	<p>ACPAC-Course Change: SCIE 030</p> <p>S. Lavalle made the changes and updated the outline. Currently CCP has been using SCIE 033 as the main advanced science course which is a health access program so it focuses a lot on sciences to go into a health program. The purpose of advanced science is supposed to be to expose students to all levels of science at a grade 10 level. SCIE 033 is not flexible enough and students spent a lot longer doing this course but students should be able to complete it in a semester as it is meant to be an introduction. CCP wanted to bring back SCIE 030 and have it be a 90 hour course. This is for students who have never done a grade 10 science course before. This is a pre cursor before starting with Chemistry. It is a gentler introduction to expose students to science before jumping into something at a higher level. Many institutions do not offer an advanced level science.</p> <p>Motion to approve the revitalized course SCIE 030</p> <p>Carried</p> <p>Stella Webster and Laurie Waye</p>
EC.17-36.6	<p>ACPAC-New Program: Esthetics – Kelly Jean</p> <p>800 hour program. Participants will gain the formal training to work in the spa industry and will attain sound knowledge around the operation of a salon business. Upon completion of this program students will be prepared to write the B.C Beauty Council Licensing examinations. ITA does not support esthetics yet, it is through the beauty council right now. Achievement of 70 percent final grade will be expected. Courses/Modules do not have to come through as this will be a one course program with many modules.</p>

*Motion to approve the new esthetics program as presented as a one course graded out program
Kelly Jean and Dave McKeever*

Carried

EC.17-36.7 ACPAC Program Change: Welder B

This program is proposing to change the pre-requisite from 1000 work based training hours recommend to 1000 work back training hours to required. Students are not able to have the skills needed to complete the program after 16 weeks without these 1000 hours. Although ITA recommends the hours, NWCC would like them to be required.

Motion to approve the pre-requisite change for Welder B

Carried Keisha and Ann Marie Merkel

EC.17-36.8 ACPAC New Program: Welder B Extended

It is a 24 week program and has different pre-requisites. For this program the 1000 work based training hours remain recommended as the program is longer than the 16 week welder b program above.

Motion to approve the New Program: Welder B Extended

Keisha and Reto

EC.17-36.9 ACPAC: Program Change: Harmonized Automotive Service Technician

ITA has harmonized the AST program nationally and have moved curriculum between levels.

Motion to approve the Harmonized Automotive Service Technician program

Keisha and Ann Marie Merkel

EC.17-36.10 ACPAC: Police Certificate International

For international students only. International students are required to submit a police certificate as well as CRC when applying to certain programs.

Motion that the admission requirements for any program requiring a CRC be amended to read "additional screening for international students will be required" and that the type of criminal record check be explained on a separate webpage

Emily Suderman and Mercedes De la Nuez

EC.17-36.11 Hairdressing Program

On the program outline, a CRC was listed a pre-req to the program. It is not mandatory for that program unless the program is located in a high school setting. Keisha would like to correct this typo.

Motion to approve the removal of the CRC from the Hairdressing program outline

Keisha Reichert and Laurie Waye

EC.17-37	Reports
EC.17-37.1	Chair – Catharine White – Tabled
EC.17-37.2	<p>Educational Practice – Carrie Nolan</p> <p>Bridie O’Brien working as Associate Dean and campus manager. They Traveled to the University of Fraser Valley to participate in an aboriginal curriculum learning workshop. Carrie and Bridie are trying to shape the conversation to solicit input from EdCo and FNC.</p>
EC.17-37.3	EPC – Stephen Salem – Tabled
EC.17-37.4	ACPAC – Ann Marie Merkel – Done During meeting
EC.17-37.6	FNC – Barb McRae - Tabled
EC.17-37.7	<p>Educational Planning and Program Review – Carrie Nolan</p> <p>In the fall, Dave, Stephen and Carrie Nolan discussed policy and procedures regarding program review. Carrie, Stephen, and Catharine will meet next week to discuss this. Carrie Nolan has spoken to the Deans to find out which programs have not been reviewed in the last 5 years as we are required to do that for the Ministry. We want our programs to be the best as possible and look at our resources and grow what we have and to keep current. Under each Dean we would do a program every year. The program life cycle policy is also in the works.</p> <p>Action Item: For the chair to contact other education councils to determine how other institutions are doing their review</p>
EC.17-37.8	<p>Cluster Reports</p> <p>BADM – Discussed teaching out the online component of the BADM program. Many of the courses, students do not need to attend. BADM will be moving away from this over the next couple of years as it is problematic. Payroll association contacted us regarding teaching payroll courses that must be taught from a post-secondary place to offer certificates through workforce training. It was pointed out the number of international students that have applied and paid their deposit for the BADM program was larger than expected. BADM may be looking at increasing their offerings for the fall. Refer the taskforce discussion for the next meeting.</p>
<p>Meeting Adjourned at: 12:05pm</p> <p>Next Meeting: July 7, 2017</p>	