

MINUTES OF THE
EDUCATION COUNCIL Meeting
Extraordinary Meeting
October 20, 2017
Room 208 at 10:00 AM

Present: Catharine White, Barb McRae, Stephen Salem, Emily Suderman, Marina Carere, Ang Smith, Adelle Jonker, Tess Motschilnig, Danielle Ray, John Dyck, Kezia Sinkewicz, Reto Riesen

Guests: Kathy Haley

Video Conference: N/A

Teleconference: Carrie Nolan

Regrets: Justin Kohlman

Recording Secretary: Jessica Scafe

Meeting called to order at 10:02 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.17-50	Adoption of the Agenda for October 20, 2017 Add ACPAC internal transfer credit under new business <i>Motion to accept the agenda with additions</i> <i>Stephen Salem and Barb McRae</i>
Carried	
EC.17-51	Approval of the Minutes from September 8 and September 22 September 8 <i>Motion to approve the September 8 minutes</i> <i>Stephen Salem and Laurie Waye</i>
Carried	
	September 22 Add "Carried" to all motions; under housekeeping items there is a grammar error
Carried	<i>Motion to approve the September 22 minutes with changes</i> <i>Reto Riesen and Kezia Sinkewicz</i>

EC.17-52	<p>Consent Agenda</p>
EC.17-52.1	<p>Nursing – Kathy Haley</p> <p>These changes were requested by the Nursing collaborative. There are no structural changes; these are simply language/wording changes to the nursing calendar. ACPAC had suggested an addition of “UNBC” in front of the UNBC courses that have a minimum passing grade requirement for the program. Those changes have been made.</p> <p><i>Carried</i></p> <p><i>Motion to approve the changes to the nursing calendar</i> <i>Stephen Salem and Reto Riesen</i></p>
EC.17-53	<p>Business Arising</p>
EC.17-53.1	<p>K-12 Curriculum Update – Stephen Salem</p> <p>BCRA and senior academic forum met in late September. It looks like the changes will begin September 2018. Most of the learning outcomes are there. A document was sent out to EdCo a few weeks ago that had some changes listed and there will be minor tweaks to the document as the ministry moved forward. UBC is going to a holistic admissions model to incorporate these K-12 curriculum changes but most of the smaller institutions are not considering that. There will be 5 streams of English and the communications stream will be phased out completely. Jan Unwin from the ministry will be here next Thursday for a luncheon to discuss these changes. Cluster reps at the EdCo table will be responsible for bringing this information to their clusters to make pre-requisite changes to match the new curriculum when required. Communications will send out an email to let the college know about the luncheon. Catharine White will request a copy of the presentation to send out.</p>
EC.17-53.2	<p>ABT Update – Laurie Waye</p> <p>There is a draft MOU that is unsatisfactory as it does not address any of the back end issues which were ultimately the problems with ABT. It was also going to be costly to continue. At this time, NWCC will pull out of the ABT collaborative. However, other BC institutions are still offering these ABT courses so students will be able to complete. In 2019 or 2020 we may be allowed to step back in. The BOG is aware of the motion to cease offering ABT. We will begin communicating this change to students soon. If we cannot rejoin, the hope is we can develop our own bridging program for students. Discussion around cancellation/deletion program policy. Marja and Catharine will forward this policy to Laurie Waye to work on a document to bring back to the EdCo table for a formal motion.</p>
EC.17-53.3	<p>Taskforce Updates (CMS, EdCo Renewal)</p> <p>CMS (Curriculum Management Software) Update – Stephen Salem</p> <p>Marketing, IT, Faculty, Students, and Staff will all be involved in implementing this software. Soon we will be able to announce the vendor we have chosen. We decided to go with cataloging and CMS software. Requesting volunteers to join this taskforce.</p>

Interested members: Marja Burrows, Catharine White, Adelle Jonker, Carrie Nolan, and John Dyck.

EdCo Renewal Document – Catharine White

A consulting company came to NWCC a few years ago to address some issues we were facing. The consultant created this document with his recommendations. Education Council had several recommendations in the document. The consultant was back again today and went over this document. There will be a revised document coming soon.

EC.17-54 New Business

EC.17-54.1 Transfer Credit Policy –Stephen Salem

The policy went up on the website for 10 business days for community consultation and no feedback was received. Small grammar/wording change made to Procedures 6.03. Discussion around Procedures 5.03 and internal transfer credit. Added to procedures 6.02 “other documents may be requested by subject matter experts”.

Carried Motion to approve the transfer credit policy and procedures as amended to be submitted to the Board of Governors for final approval
Stephen Salem and Emily Suderman

EC.17-54.1 Internal Transfer Credit – Emily Suderman

A motion was brought to ACPAC and it may warrant further discussion at EdCo before the motion is brought to the table. Internal transfer credit is the work of ACPAC and Education Council. The document that we currently house internal transfer credit in, is quite old and there are some anomalies of transfer credit. The Registrar’s office would like to formalize and update the internal transfer credit process.

Discussion around the document and Education Councils place in internal transfer credit.

Motion for ACPAC to recommend termination of internal transfer agreements on August 1st 2018. Clusters will be required to bring any continuing internal transfer agreements to ACPAC prior to the date

Emily Suderman and Marja Burrows

Amended motion

Carried Motion for Internal Transfer Credit agreements to end on October 20, 2017. Students currently enrolled in courses requiring internal transfer must complete their courses on July 21 2018. Clusters will be asked to review internal transfer credit to highlight those internal transfer credits that will continue past August 2018.

Emily Suderman and Marja Burrows

EC.17-55 Reports

EC.17-55.1 Chair – Catharine White

Academic council governance meets. All EdCo chairs across the province attend this meeting. Catharine is hoping to bring information back to us regarding process. BOG met on October 5 and 6 in Prince Rupert. Catharine brought EdCo recommendations for strategic plan and those were put into the strategic plan. BOG talked about the re-branding and name change. Jessica Hogg is going around to communities and talking to school districts, band councils, to get letters of support Catharine brought two policies forward which were Admissions and Academic Appeals and as they have their own policy approval procedures, so they will be working on that soon. At the last EdCo meeting, International was a large discussion and Catharine brought that forward to the Board for consideration of support for our international students.

EC.17-55.2 **Educational Practice – Carrie Nolan**

COLT is offering a course – delivery of instruction and is open to staff and instructors. It is part of the PIDP program. We will be breaking ground on the yurt next week!

EC.17-55.3 **EPC – Stephen Salem**

Education Policy Committee – 2 hour meeting. They are usually scheduled around availability of instructors. We will have some meetings coming up soon as we need to get through the credentialing policy and the granting of credentials policy. We are always looking for student volunteers. Adelle Jonker has volunteered.

EC.17-55.4 **ACPAC – Emily Suderman**

Terms of reference is being reviewed and will be brought to the EdCo table when ready. ACPAC is currently looking for student volunteers – they meet once a month, 2 weeks prior to EdCo. Ang Smith has volunteered.

EC.17-55.5 **FNC – Barb McRae**

FNC had a meeting on September 29. There were new elections and Barb was elected to chair for another 2 years. Food hamper donations were discussed at FNC for first nation support workers to hand those out. Barb is requesting that EdCo also requests food hamper donations when they have meetings. Adelle Jonker was elected as FNC student rep. The next meeting is December 8 in Terrace. Any agenda requests can be sent to Kim Quibbel.

EC.17-55.6 **Educational Planning and Program Review**

NWCC has not been doing program reviews for quite some time. We are working in a program life cycle policy which will hopefully help this. This has been a standing report on the agenda for the last 3 years and when Tanya Rexin left, no one else's name has ever been attached to the report. No one is sure if this is a committee or a taskforce. Recommendation for standing committees to be included on our next agenda for discussion.

EC.17-55.7 **Cluster Reports**

Human services cluster (SEA,SSW, ECE,) has met as ECE changes had to be vetted to come through Education Council. The cluster is very happy that EdCo is pushing clusters to meet more frequently and they are looking forward to more meetings and a better approval process.

UC cluster is meeting next week.

No other cluster reports.

Motion to adjourn

Meeting Adjourned at: 12:18

Next Meeting: ACPAC November 3 and EdCo November 17