

**MINUTES OF THE  
EDUCATION COUNCIL Meeting**  
June 22, 2018  
Room 208 at 10:00 AM

---

- Present:** Catharine White (Chair), Stephen Salem, Jessica Scafe (for Emily Suderman), Derek Lemieux (for Justin Kohlman), Andrea Brousseau (for Dinesh Gautam), Ian Hamilton (for Kezia Sinkewicz), Darlene Westerman (for Marja Burrows), Carrie Nolan, Laurie Waye, Reto Riesen
- Guests:** Carla Ollenberger, Shelagh Badge
- Joined by Distance:** Rich DeRooy, Julie Morris, Mercedes de la Nuez, John Dyck
- Regrets:** Seth Downs, Chris Gee, Keisha Reichert
- Not in attendance:** Marina Carere, Adele Jonker, Tess Motschilnig, Danielle Ray, Ang Smith
- Recording Secretary:** Tracey Fell
- 

Meeting called to order at 10:05 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.18.25	<b>Adoption of the Agenda for June 22, 2018</b>
Carried	<i>Motion to accept the agenda as presented Stephen Salem and Jessica Scafe</i>
EC.18.26	<b>Approval of the Minutes from April 20, 2018</b>
Carried	<i>Motion to approve minutes Jessica Scafe, Stephen Salem</i>
EC.18.27	<b>Consent Agenda – No Items</b>
EC.18.28	<b>Business Arising</b>
EC.18.28.1	<b>K-12 Curriculum Update – Stephen Salem</b> The deadline to revise our admissions requirements and course content to line up with the new curriculum is February or earlier. Student expectations will be changing

	<p>regarding experiential and self-driven learning. Laurie's department can help revise our outlines to be more in line with these expectations. There will still be marks, and the grading schemes are not changing. The mandatory exams starting in G10 are a graduation requirement but are used as a self-assessment tool and K-9 curriculum assessment tool. Institutions are developing their own ways to mesh current systems with the new K-12 curriculum. Best practice would be to have Clusters ready changes before EDCO in September. It is an opportunity for updates, improvements and quality control.</p>
EC.18-28.2	<p><b>Taskforce Updates (CMS) – Stephen Salem</b></p> <p>The Course leaf system and the new website are rolling out at the same time. They are both complicated projects with lots of moving parts. There are several programs that have never been offered should be taken off the books. We are using this as an opportunity to clean up and streamline. Clusters to ensure that what we have in our catalogue accurately reflects what we offer. Programs can always be brought back, updated, and back through EDCO. CIM ready Jan 2019 which will streamline some EDCO processes.</p>
EC18-28.3	<p><b>International Agreements – Derek Lemieux</b></p> <p>Jose is in china crafting an agreement with a BC offshore high school for a dual credit. Recruitment numbers are good we are full for January. Negotiations in the works with Sprott-Shaw. The Ministry is pushing for more two-way exchanges.</p> <p>Information about the UMAP outbound exchange program for CMTN students. Applications for are due by July 25:</p> <p>Students pay CMTN tuition and host institution tuition is waived. Governments of Japan and Taiwan also have scholarships available for incoming (Canadian) students valued at approximately \$900 CAD per month for the semester or year. Note: the academic year in Japan does not align with CMTN, but Taiwan does.</p> <p>Dr. Sekiyama and Derek delivered a presentation at BCCIE Conference and Derek would be happy to deliver within CMTN.</p>
EC.18.28.4	<p><b>Accuplacer -</b></p> <p>This will be another instrument to challenge English 12 as a requirement. Accuplacer will be available to some but maybe not all programs. Initially, there were concerns as clusters had not had a chance to discuss or set thresholds. The pilot program will set the English score. It will be available for both domestic and international students, and it will be available for some programs starting in January.</p>
EC.18-28.5	<p><b>Access to Practical Nursing – Tabled</b></p> <p>There is general support for an extraordinary meeting if necessary. The next intake is not until 2019.</p>
EC.18-29	<p><b>New Business</b></p>
EC.18-29.1	<p><b>By-law Revisions</b></p>

There is a task force for revisions and updates. Cluster groups are listed in bylaws, in the meetings, members have looked at revisions and changes to cluster groups. In attendance were Mercedes, Seth, Catharine and Adam. The existing clusters are Developmental Education, Human Services, Healthcare, University Credit, Business Administration, and Trades. Clusters need to identify what cluster new programs will belong to. There is a proposal to allocate the ABT seat to BADM, move FNFA to BADM from UC, and rename the cluster Business and Technology.

There is a Bylaw Task Force meeting in September. The task force is looking for volunteers as there is a lot to go through. It is a two EDCO meeting process as revisions need to be approved. Stephen, Carrie and Catharine are the volunteers to date. Participation is open, read through the bylaws and let Catharine know if interested.

Motion to replace the branding on the template.

*Carried*

Stephen Salem and Ian Hamilton

**EC.18-29.2 ACPAC/Edco Dates 2018-2019**

ACPAC & EDCO Meeting Dates										
2018 - 2019 Academic Year										
	Sept	October	Nov	Dec	January	February	March	April	May	June
EDCO	21	19	16	14	18	15	15	26	17	21
ACPAC	7	5	2 & 30		4	1	1	5	3	7
BOG		4 & 5		7		8		5		14
FNC	28			7		1	29			

Tracey will send out all meeting invites for the 2018-2019 academic year prior to September. The First Nations Council will be included in the invitation to the June and November meetings. Extraordinary meetings to be held when necessary.

*Carried*

Motion to accept the EDCO calendar for the 2018-2019 academic year.

Maria de la Nuez and Reto Riesen

**EC-18-29.3 CPST 030 – Julie Morris**

CPST 030 is an intermediate computer course. The template for both the outline and the course summary need to be rebranded. Learning outcomes and evaluation profile were updated.

*Carried*

Motion to approve CPST 030 with recommended changes.

Mercedes de la Nuez, Reto Riesen, and Stephen Salem

**EC-18-29.4 PORT 050 – Rich DeRooy**

PORT 050 has been developed to offer an elective in the CCP program that is of interest to students who are not interested in science in math. It is a good option for may Adult Dogwood students.

Students can present PLA or current skills or knowledge, and will document and present career, education or essential skills in a portfolio that they choose and put together. Students work towards gaining experience in presentation skills and develop self-awareness of what the next step in their career or educational path may be. The instructor's role I to engage students in how to create an effective presentation through applying the learning outcomes in their portfolio. The working committee approved articulation will be on a provincial grid next time ABE. The 100-120 hours is 4 credits based on the ABE guidelines. Therefore, the number of credits has been changed to 4. Revise credit policy going forward for ABE. The course is timetabled in Smithers for 2018F.

Motion to accept PORT 050 with recommended changes  
Mercedes de la Nuez and Carrie Nolan

**EC.18-29.5 WORK 050 – Rich DeRooy**

WORK 050 has been developed to offer an elective in the CCP program that is of interest to students who are not interested in science in math. It is a good option for may Adult Dogwood students.

Students come into the course with 270 hours of volunteer or paid work experience and demonstrate knowledge in specific learning outcome areas. Workbooks are completed to apply knowledge and the instructor helps in gaining knowledge. It articulates with Work Experience 12. It is timetabled for CCP in Smithers in 2018F so that section will need to be cancelled and recreated, and students re-registered. Outcomes fall under three categories, with the affective domain clearer in the course materials than in the learning outcomes due to the provincial group articulation committee recommending taking out learning outcomes that overlapped with EDPC 050.

*Carried*

**Motion to accept WORK 05 with recommended changes.**  
**Carrie Nolan, Mercedes de la Nuez, Jessica Scafe**

**EC.18-30 Reports**

**EC-18-30.1 Chair – Catharine White –**

There was a Board of Governors meeting June 15 in Smithers, Nicole Halbour is the Chair and David Try is the Vice-Chair. Presentation by Carrie and Justin. International students are capped for international. Policy review committee reviewed program review policy. The next BOG is October 5<sup>th</sup>. Catharine also attended the BC Council for International Education recently. It was a good workshop, of note was a discussion of an introductory course available online to all students. There are incentives to complete the eight-module course such as a \$50 gift card for the bookstore

	and a draw for \$1000 tuition credit. It covers information on subjects such as how to talk to instructors, and what is plagiarism, etc.
<i>EC.18-30.2</i>	<b>FNC – Barb McRae –</b>
<i>EC.18-30.3</i>	<b>ACPAC – Emily Suderman</b>
<i>EC.18-30.4</i>	<b>EPC – Stephen Salem –</b> The Program Development policy should be ready for discussion for September, and maybe a couple more.
<i>EC.18-30.5</i>	<b>Educational Planning and Program Review</b>
<i>EC.18-30.7</i>	<b>International Advisory Committee – Emily Suderman – Tabled</b>
<i>EC.18-30.6</i>	<b>Educational Practice – Carrie Nolan</b> Soliciting participation from instructors for second Paddles and Pedagogy. Tracey Woodburn is the new Learning Technologist coming from Athabasca for a term position to address accessibility.
<i>EC.18-30.8</i>	<b>Cluster Reports</b>
	<b>Meeting Adjourned at: 12:06.</b> <b>Next Meeting: September 21, 2018</b>