

**MINUTES OF THE
EDUCATION COUNCIL Meeting**
March 16, 2018
Room 208 at 10:00 AM

Present: Catharine White, Lorrie Gowen (Justin Kohlman), Tess Motschilnig, Mercedes De la Nuez, Emily Suderman, Holly Hovland (Stephen Salem), Ian Hamilton (Kezia Sinkewicz), Seth Downs (David McKeever), Marja Burrows, Danielle Ray

Guests: Sarah Grielans,

Joined by Distance: Carrie Nolan, John Dyck, Brian Butler (Guest), Ang Smith, Tracy Salem (Guest),

Regrets: Justin Kohlman, Dinesh Gautam, Keisha Reichert, Laurie Waye

Recording Secretary: Jessica Scafe

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.

<i>EC.18-13</i>	Adoption of the Agenda for March 16, 2018
<i>Carried</i>	<i>Motion to accept the agenda Marja Burrows and Seth Downs</i>
<i>EC.18-14</i>	Approval of the Minutes from February 16, 2018
	Fix Tess Motschilnig and Mercedes De la Nuez's last names
<i>Carried</i>	<i>Motion to approve minutes with changes Mercedes de la nuez, and Emily Suderman</i>
<i>EC.18-15</i>	Consent Agenda – No Items
<i>EC.18-16</i>	Business Arising
<i>EC.18-16.1</i>	K-12 Curriculum Update – Tabled
	No new updates but clusters should start looking at admission requirements. There are only 3 more EdCos until September. Jan Unwin will be invited for a visit. Suggested

dates should be sent to Catharine White. We will not be getting students under the new curriculum until next September but it is critical for us to be making decisions now.

EC.18-16.2 Taskforce Updates (CMS) – Emily Suderman

The taskforce met on March 12. The taskforce is realizing how much information in our system needs to be cleaned up. EPC will be working on definitions that need to be defined for the course leaf project. The following definitions need to be decided: Obsolete, Inactive, archived, catalogue, and calendar. Many programs were removed from the catalogue without formally being removed through EdCo by the previous registrar. CMS taskforce will be looking for guidance from EdCo to see how to move forward. We would like the Deans to review those programs with their clusters to make decisions.

Action item: Send EPC invites for March and April to all EdCo members.

EC18-16.3 International Agreements – Lorrie Gowen

Justin attended the international advisory committee meeting and it was decided at the meeting that this would be a standing item on the EdCo agenda. Any outgoing or incoming agreements will be discussed at the meeting and brought to clusters for information. Derek is currently in Asia and looking at agreements with Mexico and Panama. There are a number of opportunities in Brazil and Saudi Arabia as well.

EdCo believe that clusters need to be involved in these potential agreements as students are being recruited for programs. Clusters should be aware their programs are being used to recruit international students and create agreements. Clusters need to have input and it is an area of concern that the input might come too late.

Action Item: Catharine will follow up with Justin for more information.

EC.18-16.4 Important Dates - Stephen Salem

This is the 3rd time this is being brought to EdCo. BADM, UC, and Human Services clusters have approved the changes. The only things that may change are the closures days at Christmas but those are non-academic days and would just come through for information.

Carried *Motion to accept the important dates for 2017-2022*
Emily Suderman and Marja Burrows

EC.18-17 New Business

EC.18-17.1 Accuplacer – Ian Hamilton

NWCC currently uses CAT for assessment tests. Accuplacer is another type of assessment and we would like to add this as an option to students for assessments.

Notion of Motion to replace the CAT (Canadian Achievement Test) assessment with CAT or Accuplacer assessment in the admission requirements for all credit programs where CAT assessment is included

Ian Hamilton and Holly Hovland

As this is a notice of motion this will be on the next EdCo agenda for formal approval. This should be taken to clusters by their EdCo reps.

Action item: Catharine White to send an email to cluster chairs asking them to invite Ian to their next cluster meeting.

EC.18-17.2 Program Review Policy – Stephen Salem

New policies come to EdCo twice. They come for a first review, then it goes out to the community and college members for a 10 day consultation period, and then they go back to EPC to go over the feedback, and then they are brought back to EdCo a second time for final approval. This is the first time this policy is coming to the table.

*Carried Motion in support of the documents to go out for consultation review
Holly Hovland, and Marja Burrows*

EC-18-17.3 By-Law Discussion

EdCo needs to update its clusters as there are programs missing and some that are no longer being offered that need to be removed. EdCo also needs to update their seats as ABT is no longer a program and currently holds a seat.

Any by law changes have to come through as a notice of motion first and then brought back as a formal motion after cluster approval.

EdCo would like to strike a taskforce to look at the bylaws at this meeting as there are only three EdCo meetings left. The notice of motion should come through for May for formal approval by the June meeting which would mean we would have updated bylaws for September.

By law taskforce volunteers: Catharine White, Marja Burrows, Lorrie Gowen, Tess Motschilnig, Danielle Ray, Ang Smith, Seth Downs,

*Carried Motion to strike a bylaw taskforce
Lorrie Gowen and Seth Downs*

EC-18-17.4 International Advisory Committee Report – Emily Suderman

Elected a chair (Emily Suderman). Reviewed terms of reference and it was requested that student learning experience and replace with student learning conditions and experience. This does need EdCo approval. The committee also asked for Emily to seek

representation from the SEM committee to sit on the advisory committee. There will be an April date set for this meeting soon. Send any agenda items to Emily Suderman.

Motion to accept the IAC report

Marja Burrows and Lorrie Gowen

EC.18-17.5 Dual Credit Programming Discussion – Lorrie Gowen

Kelly Swain has been tasked with working with the School Districts and the process around having dual credit programs with high school aged students attending college. The Dean of trades would like clear guidelines established for interaction with students such as discipline, students on IEPs etc.

EC.18-17.6 Parts and Warehouse – Keisha Reichert

This came to the last EdCo but the paperwork did need to be updated. Email approval was not able to happen as there were still a lot of questions and discussion. These were approved by cluster and the registrar's office. This is a new program that trades is rolling out as there was a client request to run it. It is an ITA program. Clients will always ask for add on pieces but it is not a part of the ITA programming such as certificates (whims, first aid etc.). Students will only be graded on the ITA portion.

*Carried Motion to accept the new ITA Parts and Warehouse Foundation program as presented
Emily Suderman and Marja Burrows*

EC.18-17.7 Harmonized Carpentry Apprenticeship Levels 1-4 – Keisha Reichert

The government and the ITA are going through a process they called Harmonized. This means ITA programming will align with other provinces. A student could begin his trade in BC and complete in another province without having to pick up additional pieces. Trades will need to update all of their programs due to this change. Students, who took the non-harmonized level, will now need to complete Gap Training as part of this change which will be an optional course for this program. The registrar's office has helped trades to bring through their programs in a slightly different way. All 4 levels of Harmonized Carpentry are being brought through as one program and all of the levels are "the courses".

*Carried Motion to accept the Harmonized Carpentry Program
Emily Suderman and Lorrie Gowen*

EC.18-18 Reports

EC.18-18.1 Chair – Catharine White

Reminder, there are only 3 EdCo meetings before September. Remind your clusters. The program and course outline forms have been updated with the new logo without the thunderbird so remind your clusters to use the new forms which Catharine will send out.

EC.18-18.2 FNC – Barb McRae – Tabled

EC.18-18.3 ACPAC – Emily Suderman – ACPAC received no submissions in time for the meeting so ACPAC was cancelled. The submission dates and meeting dates are on the website.

	Documents need to be received 10 days before the meeting in order to be sent out with the meeting agenda. Stephen Salem and Carrie Nolan should be contacted prior to the submission date for assistance.
EC.18-18.4	EPC – Stephen Salem – Done in meeting with program review policy. Next meeting March 28 (1-3) and April 4 (10-12)
EC.18-18.5	Educational Planning and Program Review – Nothing up for review but September this will happen.
EC.18-18.6	Educational Practice – Carrie Nolan – Eat share grow in Terrace with Laurie and in Rupert with Jose. Many instructors heading out on a field school in Mexico next week. VCC is coming up to deliver a PIDP course in May.
EC.18-18.7	<p>Cluster Reports</p> <p>University Credit: Only UC sent one in for their October meeting. Lots of intersession classes and fall and winter planning is complete.</p> <p>Business: Met in December and finalized their timetables for 2018/2019. Business has doubled their first year intake in Terrace starting in September. They will be running morning and evening classes. There will be a new intake in January in PR and Smithers in 2019.</p> <p>Trades: Will be meeting in April. Carrie Nolan has been invited to discuss experiential education. The carpentry program will be building a house – location still to be decided.</p>
	<p>Meeting Adjourned at: 11:55</p> <p>Next Meeting: April 20</p>