

Minutes of the Education Council Meeting
 September 20, 2019
 Spruce 208 at 10:00am



Membership: Dave McKeever, Reto Riesen, Seth Downs, Gordon Weary, John Dyck, Kezia Sinkewicz (Jon Stone), Sarah Grielens, Laurie Waye (Justin Kohlman), Lorelle Walker (Stephen Salem), Stephen Salem, Carrie Nolan, Regina Saimoto (Laurie Waye)

Video Conference: Gordon Urban, Mike Rauschenberger, Marja Burrows, Colin Elliot, Sue-Ann Norton, Titi Kunkel, Brad Leier, Stella Webster, Ken Shaw

Recording Secretary: Allison Conway (Andrea Brousseau)

Meeting called to order at 10:10am

CMTN'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.19.36	Adoption of the Agenda for September 20, 2019 <i>Motion to approve the agenda with corrections.</i> Carried Seth Downs, Marja Burrows
EC.19.37	Approval of the Minutes from June 21, 2019 <i>Motion to approve the minutes as presented.</i> Carried Sarah Grielens, John Dyck
EC.19.38	Consent Agenda No Items
EC.19.39	Business Arising
EC.19.39.1	K-12 Curriculum Clusters are encouraged to follow school districts.
EC.19.39.2	CMS Updates Faculty will be invited to test CMS in end of Sept or early Oct. Planning to go live end of Oct or early Nov. ACTION: Dave McKeever with follow-up with Stephen Salem for a written summary on the CMS updates that Brad Leiers can use to distribute at department meetings.

EC.19.40 New Business	
EC.19.40.1	<p>BIOL 040 – Stella Webster</p> <p>Provincial learning outcomes and evaluation profile updated.</p> <p><i>Carried</i> Motion to approve course updates as presented. John Dyck, Marja Burrows</p>
EC.19.40.2	<p>ACE Program Outline – Ken Shaw</p> <p>ACE 195 and 196 are replaced by ACE 197.</p> <p><i>Carried</i> Motion to approve course replacement as presented. Marja Burrows, Reto Riesen</p>
EC.19.40.3	<p>ECCE 222 – Marja Burrows</p> <p>Course outline was updated with Roman numerals and now matches what is printed on transcripts.</p> <p>Numeral changes/wordsmithing/corrections do not need to go through EdCo.</p> <p>ACTION: Dave McKeever will follow up with ACPAC Chair/Registrar Office to make guidelines for EdCo submittal.</p>
EC.19.40.4	<p>BADM Discontinued Programs – Seth Downs</p> <p>Applied Business Technology (ABT), BADM upgrading bridge (BBADM), and Sustainable Tourism (STOUR) programs are discontinued.</p> <p>Motion to accept the discontinuation of the ABT, BADMN upgrading bridge, and Sustainable Tourism programs.</p> <p><i>Carried</i> Seth Downs, Marja Burrows</p>
EC.19.40.5	<p>EdCo and BOG Student Elections – Stephen Salem</p> <p>Elections were extended until Sept 27th for nominations.</p> <p>Motion to change the Notice of Election to reflect EdCo Bylaws approved June 21st.</p> <p><i>Carried</i> Dave McKeever, Gordon Weary</p>
EC.19.40.6	<p>Scheduling Policy EDU-005 – Stephen Salem</p> <p>Wordsmithing was done to 3.01 “important dates”; 3.03 “program” time frame; and 3.11 “Any class over 2 hours will require a break from instructional time” was added.</p> <p>Motion to accept the edits made to Schedule Policy EDU-005.</p> <p><i>Carried</i> Seth Downs, Gordon Weary</p> <p>Stephen Salem arrives at 11:41 AM.</p> <p>Scheduling Procedures EDU-005P, item 3.04 was amended and 4.00 Adding Sections was reviewed.</p> <p>ACTION: 4.00 Adding Sections will be reviewed at the next Education Policy Committee meeting.</p> <p><i>Carried</i> Motion to approve Scheduling Procedures EDU-005P as amended. Stephen Salem, Marja Burrows</p>
EC.19.40.7	<p>Standing Committee Membership – Dave McKeever</p> <p>Items 6.1 ii.) and 8.2.6 from the EdCo Bylaws approved June 21st were referenced.</p> <p>ACTION: Dave McKeever will send a Doodle poll to members.</p>
EC.19.40.8	<p>Office Career Essentials – Sue-Ann Norton (for Lorrie Gowen, Shauna Stach)</p> <p>A proposed program name change of Essential Skills for Office Careers (ESOC) to Office Careers Essentials (OCE) was presented, as well as updated learning resources.</p>

Reto Riesen left at 12:11 PM.

TABLED until next EdCo meeting in October to be reviewed with updated course outlines.

An extraordinary EdCo meeting could be called in order to support tight timeline for proposed program start date. WTCS is advised to work with COLT.

Laurie Waye and Regina Saimoto leave at 12:30 PM.

It was suggested that OCE is brought forward as a new program; otherwise, the College will be limited to a 2% tuition increase since last offered.

EC.19.40.9 Construction Craft Worker Apprentice 1-2 – Sue-Ann Norton (Shauna Stach)

New course expected to run on Nov 25, 2019.

Motion to approve Construction Craft Worker Apprentice 1-2 course with the removal of “(Recommended)” and “...or higher” from prerequisite admission requirements.

Carried

Marja Burrows, Seth Downs

EC.19.41 Reports

EC.19.41.1 Chair – David McKeever

A task force of Stephen Salem, Jon Dyck and Tracey Salem is recommended to flush out ongoing process issues.

All EdCo outlines point to BCCAT but should be the BC Transfer Guide. The Registrar Office is aware and issue should be fixed by new CMS.

Dave is offering an hour training session on EdCo prior to next meeting.

EC.19.41.2 First Nations Council – Karmen Smith

No report.

EC.19.41.3 ACPAC – John Dyck

Reminder that clusters need to submit documents to ACPAC 10 days prior to the scheduled ACPAC meeting.

EC.19.41.4 EPC – Stephen Salem

Currently working on a grading policy.

EC.19.41.5 Educational Planning and Program Review

No report.

EC.19.41.6 Educational Practice – Carrie Nolan

2019 Symposium on Learning Transformation is happening over Oct 24-26th. The main conference is on the 25th, with pre and post conference events offered the day before and after.

Carrie Nolan left at 12:50 PM.

EC.19.41.7 Cluster Reports

University Credit – Gordon Weary

Student absenteeism was discussed at last cluster. A motion was passed regarding general admission requirements to get into the UC program. Professor Regan Sibbald is developing an Astronomy course.

Business Administration – Seth Downs

A motion was approved at the last cluster to offer a supplemental exam option for business students who were passing a course but failed the final.

Developmental Education – Gordon Urban

Cluster will meet before the end of September.

Meeting Adjourned at: 1:15 PM

Next Meeting: October 18, 2019