

Minutes of the Education Council Meeting
December 13, 2019
Spruce 208 at 10:06am



Membership: Jonathan Stone, Reto Riesen, Stephen Salem, Brad Leier, Catharine White (Gord Weary), Lauren Fraychineaud, Sarah Grielens, Dave McKeever, Mike Rauschenberger, Dave Smith, Colin Elliott (Carrie Nolan), Titilope Kunkel (Laurie Waye), Gord Weary, Damanpreet Boparai

Guests: Emily Suderman, Sandy Kaardal, Adam Nash, Matt Adolphe, Mathew Beedle

Video Conference:

Regrets:

Recording Secretary: Hazel Anjaria

Meeting called to order at: 10:07 am

Coast Mountain College would like to acknowledge 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.”

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| EC.19.55 | Adoption of the Agenda for December 13th 2019 <i>Motion to accept the agenda</i> |
| Carried | <i>Catharine White, Damanpreet Boparai</i> |
| EC.19.56 | Approval of the Minutes from November 15th 2019 <i>Motion to approve the minutes with amendments (typing error for a name)</i> |
| Carried | <i>Brad Leier and Jonathan Stone</i> |
| EC.19.57 | Consent Agenda None |
| EC.19.58 | ACPAC |
| | John Dyck sends his regrets. He had to attend an emergency medical appointment |
| EC.19.59 | Business Arising |

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| EC.19.59.1 | <p><u>K-12 Curriculum: Stephen Salem</u></p> <p>Students coming to fall this term should be graduating high school now. Nothing has changed.</p> |
| EC.19.59.2 | <p><u>CMS Task Force Update (Curriculum management software): Stephen Salem</u></p> <p>CIM is in quality assurance phase which includes testing the software, meeting the required functionality. If on track, the CIM software will be signed off in January and rolled out in March.</p> <p>Reminder: Course outlines are available for the faculty to review on the T: drive.</p> |
| EC.19.60 | <p>New Business</p> |
| EC.19.60.1 | <p>Summary of Motions</p> <p>Tabled until the next meeting as the network drives are under lockdown by our IT department.</p> |
| EC.19.60.2 | <p><u>Math 11: Pre Requisites for UC programs</u></p> <p>Stays on the Agenda until further notice for discussion</p> <p>Action: Math 11 will be taken to the upcoming UC cluster meeting</p> |
| EC.19.60.3 | <p><u>Important dates: Stephen Salem</u></p> <p>Concerns were raised regarding 2024 schedule as winter semester begins on January 2nd which is a Tuesday. Missing Monday lectures may affect total instructional activity hours.</p> <p>Questions were raised regarding if the missed instructional hours stand an appeal for failing classes. The above questions were answered with the policy in mind that grounds of appeal does not include instructional activity hours.</p> <p><u>Action:</u> COLT and Registrar's Office</p> <p>Check schedules with other educational institutions.</p> <p>Carried</p> <p><i>Motion to move 2024 start date from January 2nd to January 8th and move winter semester end date.</i></p> <p><i>Motion to adopt the important dates as modified</i></p> <p><i>Marja Burrows Catharine White</i></p> |
| EC.19.60.4 | <p><u>HCAS: Lauren Fraychineaud</u></p> <p>Amendments:</p> <p>Remove 'general' from the IELTS requirements for HCAS program requirement.</p> <p>Rephrase wording around 'Food safe' requirements to add. Please refer to Health Care Registry Website for the acceptable courses.</p> <p>Reminder: LPI is discontinuing check with registry for more details.</p> <p>Discussion regarding the management of new changes for the acceptance of the required documents be tracked ensued.</p> <p>Carried</p> <p><i>Motion to accept and approve HCAS program with changes</i></p> <p><i>Lauren Fraychineaud, Sarah Griemens</i></p> |
| EC.19.60.5 | <p><u>GEOG 110: Mathew Beedle</u></p> <p>Effective date on the course outlines suggest this course outline to be effective of fall 2018.</p> <p>Discussion: COLT and the faculty have worked together to ensure the learning outcomes for the students graduating from this course match the learning outcomes presented to EDCO.</p> <p>Amendments to the presented course outline:</p> |

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| Carried | <p>Instructional Activity breakdown was amended to say 45 hours of lecture instead of 15 hour chunks explaining the breakdown.</p> <p>Required material for this course was amended to include current edition.</p> <p><i>Motion to Accept GEOG 110 with amendments:</i></p> <p><i>Catherine White, Marja Burrows</i></p> |
| EC.19.60.6 | <p><u>ULI: English Language Equivalence - Stephen Salem</u></p> <p>The College is partnering with ULI (Universal Learning Institute) as a pathway for international students to meet the Speaking, Listening, Reading and Writing aspects of English. This would support the continued diversification of International students and allow an access pathway for Trades and Access to Practical Nursing, which also diversifies the programs accepting international students.</p> |
| Carried | <p><i>Motion to accept EAP (English for Academic Purpose) as entry into CMTN programs at the noted levels:</i></p> <p><i>EAP 202 required for entry into Trades Programming (English 11 or less)</i></p> <p><i>EAP 301 required for entry into Eng 12 w/pass</i></p> <p><i>Students entering the Access to PN program would still require an IELTS score ta S (7), L (7.5), R (6.5), W (7.0) overall (7.0)</i></p> <p><i>Marja Burrows, Stephen Salem</i></p> |
| EC.19.60.7 | <p><u>Credential Policy: Stephen Salem</u></p> <p>Explanation of Credential Policy; Diploma and Certificate programs can be introduced once the policy passes through EdCo as well as Board of Governors and the Dean.</p> <p>Action: COLT to let people/students know they can opt out of these diploma and certificate and will get lower credentials.</p> |
| Carried | <p><i>Motion to approve credential policy</i></p> <p><i>Stephen Salem, Sarah Grielens</i></p> |
| Carried | <p><u>Grading and Progressive Policy</u></p> <p>Explanation, and reading of policy to EdCo members.</p> <p><i>Motion to approve to move this policy forward</i></p> <p><i>Stephen Salem and Jonathon Stone</i></p> |
| EC.19.61 | <p>Reports</p> <p>Tabled for the next meeting</p> |
| EC.19.61.1 | Chair – David McKeever |
| EC.19.61.2 | First Nations Council – Karmen Smith |
| EC.19.61.3 | EPC – Stephen Salem |
| EC.19.61.4 | Educational Planning and Program Review – Carrie Nolan |
| EC.19.61.5 | Educational Practice – Carrie Nolan |

EC.19.61.6 International Advisory Report

EC.19.61.7 Cluster Reports

Meeting Adjourned at: 12.03 pm

Lauren Fraychineaud

Next Meeting: January 17th 2019

Approval of Minutes

Education Council Chair - Reto Riesen