

EDUCATION COUNCIL (EdCo) - MEETING AGENDA

Date and Time: April 24, 2026 | 8:30 am to 12:30 pm

Location: Microsoft Teams

Coast Mountain College collaborates with six First Nations in northwest British Columbia, the Haida, Ts'msyen, Nisga'a, Haisla, Gitksan, and Witsuwit'en as well as the Tahltan and acknowledges the traditional territories where its campuses stand.

Chair: Marja Burrows

Recording Secretary: Sarah Grielens

Adam Nash – Teaching and Learning Support Cluster (March 2027)	present
Chris Try - Business and First Nations Fine Arts Cluster (March 2027)	
Colin Elliott – Educational Administrator Seat (March 2027)	Kelly Swain
CJ Butcher - Non-voting Advisory member BOG (June 2026)	
Titilope Kunkel - Educational Administrator Seat (March 2027)	present
Emily Suderman – Educational Administrator Seat (March 2027)	present
Gord Weary - University Credit and Applied Coastal Ecology Cluster (March 2027)	present
-Health Cluster (March 2028)	
- Indigenous Scholar Faculty (March 2027)	
Linnea Waechter - Trades & Workforce Cluster (March 2027)	present
Luchille Ramirez - Support Staff Seat (March 2027)	present
Marja Burrows - Human Services Cluster (March 2028)	present
Melanie Pollard - Developmental Cluster (March 2027)	present
Kristi Farrell - Business and First Nations Fine Arts Cluster (March 2028)	present
Priscilla Michell - Non-voting - Advisory Member FNC	
- University Credit and Applied Coastal Ecology Cluster (March 2028)	
Myrna MacConnachie - Support Staff Seat (March 2028)	present
Tracey Woodburn - Educational Administrator Seat (March 2027)	present

Attendees: Dawn McConnell, Darjem Ponce, Reto Riesen, Yuriko Riesen, Nina da Silva, Tracey Hoffos, Andy Klimach, Michele Cook, Tracey Fell, Amanjot Kang, Johannita Mills-Beale,

Call to order and declaration of Quorum: 8:31am

Approval of the Agenda for April 24, 2026 (2 minutes)	EC.26.22
<p>For Approval: EdCo Agenda</p> <p style="text-align: right;">First: Titilope Kunkel Second: Emily Suderman Carried</p>	
Approval of Minutes from March 27, 2026 (2 minutes)	EC.26.23
<p>For Approval: EdCo Minutes</p> <p style="text-align: right;">First: Melanie Pollard Second: Titilope Kunkel Carried</p>	
CONSENT AGENDA	EC.26.24

ACTION AGENDA	EC.26.25
<p>EdCo Voting (10 minutes) Bylaws – Appendix C – Membership Rotation Even years:</p> <ul style="list-style-type: none"> • one support staff elected by the Support Staff- Myrna MacConnachie • one faculty from the University Credit and Applied Coastal Ecology Cluster - TBD • one faculty from the Business and First Nations Fine Arts Cluster – Kristi Farrell • one faculty from the Human Services Cluster – Marja Burrows • one faculty from the Health Cluster-TBD <p>Appointed each year:</p> <ul style="list-style-type: none"> • four educational administrators appointed by the President <ul style="list-style-type: none"> ○ Colin Elliott, Titilope Kunkel, Emily Suderman, Tracey Woodburn • one Indigenous Scholar faculty recommended by faculty in consultation with the Indigenization department then appointed by the President <ul style="list-style-type: none"> ○ TBD • one non-voting, advisory member appointed by the Board of Governors <ul style="list-style-type: none"> ○ CJ Butcher until June 2026 • one non-voting, advisory member appointed by the First Nations Council <ul style="list-style-type: none"> ○ Priscilla Michell until November 2026 	EC.26.25.01
<p>EdCo Voting – Chair & Vice Chair – Emily Suderman (10 minutes)</p> <p>Bylaws - edco_bylaws.pdf (coastmountaincollege.ca)</p> <p>3.2 Election of Officers</p> <p>3.2.1 The Chair and the Vice Chair of EdCo will be elected each year from the voting members of EdCo at their first annual meeting to be held in April of each year.</p> <p>3.2.2 The Chair and Vice Chair cannot serve more than three consecutive terms.</p> <p>3.2.3 The election of the officers will be by secret ballot.</p> <p>3.2.4 Should a vacancy occur in the seat of Chair and/or Vice Chair, a new Chair/Vice Chair will be elected at the next scheduled meeting.</p> <p>3.2.5 In the absence of the Chair, the Vice Chair acts as Chair of the meeting.</p> <ul style="list-style-type: none"> • EdCo Chair <ul style="list-style-type: none"> ○ The EdCo chair and EdCo Vice Chair are elected every year. • Note that the chair cannot run for more than 3 consecutive years. Marja cannot be nominated for chair. • Marja Nominates Reto Riesen for Chair, Reto accepts nomination • Tracey Woodburn nominates Gord Weary. Gord declines • Reminder that all EdCo members, including support and administration are eligible for chair nomination. • Reto Riesen acclaimed as Education Council Chair (noted that UC will formally vote on his EdCo seat at next cluster meeting) • EdCo Vice Chair • Tracey Woodburn nominates Marja Burrows. Marja accepts nomination • Marja Burrows nominates Melanie Pollard. Melanie declines. 	EC.26.25.02

<ul style="list-style-type: none"> • Titilope Kunkel nominates Gord Weary. Gord declines • Marja Burrows acclaimed as Education Council Vice Chair 	
Marja will continue to chair duties of EdCo meeting at 8:49am	
<p>ACC Voting- Chair (10 minutes)- Emily Suderman V. Chair As per Section 8.2.5 of the Edco bylaws, the Chair must be a member of the Council. ACC Terms of Reference- The chair will be elected at Edco every April.</p> <ul style="list-style-type: none"> • Point of Order • The Indigenous Faculty seat is currently vacant and Adam Nash who was co-chair of ACC has been acting as interim chair. To ensure the business and operations of Education Council are being carried out the recommendations is that standing committee chairs be elected at Education Council. • Motion: That Education Council vote on an ACC chair today at the April Education Council meeting. <p style="text-align: right;">First: Emily Suderman Second: Titilope Kunkel Carried</p> • Marja Burrows nominates Adam Nash. Adam accepts the nomination as a co-chair • Marja Burrows nominates Linnea Waechter. Linnea declines • Tracey Woodburn nominates Myrna MacConnachie. Myrna declines. • Titilope Kunkel nominates Emily Suderman. Emily accepts the nomination as a co-chair • Adam Nash and Emily Suderman acclaimed as co-chairs of ACC. 	EC.26.25.03
<p>2025-2026 Meeting Schedule – Marja Burrows/Sarah Grielens (10 minutes)</p> <ul style="list-style-type: none"> ➤ Notice of Motion: To accept proposed 2026-2027 meeting schedule as presented. <ul style="list-style-type: none"> • Members are encouraged to review and submit proposals or preferences to edco@coastmountaincollege.ca. • To be voted on at May Education Council meeting 	EC.26.25.04
<p>2026-2028 Academic Schedule- Emily Suderman (20 minutes)</p> <ul style="list-style-type: none"> ➤ Notice of Motion: To accept proposed 2026-2028 academic schedule as presented. <ul style="list-style-type: none"> • Adjusted 2027 Fall final grade due date on document • Action Item: UC Cluster to connect with Emily on proposed Reading Week dates for 2028 	EC.26.25.05
Scheduled Break 5 mins	
<p>EDUA 101: Child and Adolescent Development – Yuriko Riesen</p> <ul style="list-style-type: none"> ➤ Motion: To approve EDUA 101 as presented. <p style="text-align: right;">First: ACC Second: Emily Suderman Carried</p> 	EC.26.25.06

<p>EDUA 115: Understanding Families – Yuriko Riesen</p> <ul style="list-style-type: none"> ➤ Motion: To approve EDUA 115 as presented. <p style="text-align: right;">First: ACC Second: Luchille Ramirez Carried</p>	<p>EC.26.25.07</p>
<p>EDUA 140: Learning Forum I – Yuriko Riesen</p> <ul style="list-style-type: none"> ➤ Motion: To approve EDUA 140 as presented. <p style="text-align: right;">First: ACC Second: Adam Nash Carried</p>	<p>EC.26.25.08</p>
<p>EDUA 145: Learning Forum II – Yuriko Riesen</p> <ul style="list-style-type: none"> ➤ Motion: To approve EDUA 145 as presented. <p style="text-align: right;">First: ACC Second: Tracey Woodburn Carried</p>	<p>EC.26.25.09</p>
<p>EDUA 150: Practicum I – Yuriko Riesen</p> <ul style="list-style-type: none"> ➤ Motion: To approve EDUA 150 as presented. <p style="text-align: right;">First: ACC Second: Luchille Ramirez Carried</p>	<p>EC.26.25.10</p>
<p>EDUA 155: Practicum II – Yuriko Riesen</p> <ul style="list-style-type: none"> ➤ Motion: To approve EDUA 155 as presented. <p style="text-align: right;">First: ACC Second: Kristi Farrell Carried</p>	<p>EC.26.25.11</p>
<p>Course Discontinuation – Emily Suderman (10 minutes)</p> <ul style="list-style-type: none"> • Motion- To discontinue UC courses: ART 105, 106; FREN 101, 102; ARTH 101, 108, 151, 152, 201,210 <ul style="list-style-type: none"> • Action Item: To bring Course and Program Development policy to EPC to explore nuances and processes in regards in discontinuation, re-activation and catalogue/calendar publishing. <p style="text-align: right;">First: Emily Suderman Second: Gord Weary Carried</p>	<p>EC.26.25.12</p>
<p>Program Discontinuation- Emily Suderman (5 minutes)</p> <ul style="list-style-type: none"> • Motion - To discontinue UC Associate of Arts Specialization: Archaeological & Cultural Resource Management Specialization • Amendment to Motion- Recommend to the Board of Governors the discontinuation of the UC Associate of Arts Specialization: Archaeological & Cultural Resource Management Specialization <p style="text-align: right;">First: Emily Suderman Second Titilope Kunkel Carried</p>	<p>EC.26.25.13</p>

<ul style="list-style-type: none"> • Motion- Recommend to the Board of Governors the discontinuation of the UC Associate of Arts Specialization: Archaeological & Cultural Resource Management Specialization First: Emily Suderman Second: Titilope Kunkel Defeated <p>Action Item: Emily Suderman to bring this motion to EdCo on a short cycle for May meeting.</p> <ul style="list-style-type: none"> • Motion- That an update on the progress of work done and the plan for the future of the CIM workflow for the UC Associate of Arts Specialization: Archaeological & Cultural Resource Management Specialization be presented at the May EdCo meeting. First: Adam Nash Second: Melanie Pollard Carried 	
<p>Program Discontinuation- Emily Suderman (5 minutes)</p> <ul style="list-style-type: none"> • Motion - To discontinue UC Associate of Arts Specialization: Sustainable Communities Specialization • Amendment to Motion- Recommend to the Board of Governors the discontinuation of the UC Associate of Arts Specialization: Sustainable Communities Specialization. First: Emily Suderman Second: Adam Nash Carried • Motion- Recommend to the Board of Governors the discontinuation of the UC Associate of Arts Specialization: Sustainable Communities Specialization. First: Emily Suderman Second: Titilope Kunkel Carried One UC/ACE cluster seat was opposed. 	EC.26.25.14
<p>Program Discontinuation- Emily Suderman (5 minutes)</p> <ul style="list-style-type: none"> • Motion - To discontinue UC Associate of Arts Specialization: First Nations Specialization • Amendment to Motion- Recommend to the Board of Governors the discontinuation of the UC Associate of Arts Specialization: First Nations Specialization. First: Emily Suderman Second: Titilope Kunkel Carried • Motion- To refer the motion “Recommend to the Board of Governors the discontinuation of the UC Associate of Arts Specialization: First Nations Specialization.” to May EdCo meeting. First: Titilope Kunkel Second: Adam Nash Carried 	EC.26.25.15

<p>Program Discontinuation Trades – Emily Suderman (5 minutes)</p> <ul style="list-style-type: none"> • Motion – To discontinue Trades programs: Construction Craft Worker Apprentice 1, Construction Craft Worker Apprentice 2, Esthetics and Youth Train, Harmonized Plumber Foundations, Mineral Processing Operator, Welding Apprentice Level 1-4 • Omnibus Motion- To amend all remaining program discontinuation motions with the following language “Recommend to the Board of Governors the discontinuation of” <p style="text-align: right;">First: Emily Suderman Second: Titilope Kunkel Carried</p> • Motion – Recommend to the Board of Governors the discontinuation of the Trades programs: Construction Craft Worker Apprentice 1, Construction Craft Worker Apprentice 2, Esthetics and Youth Train, Harmonized Plumber Foundations, Mineral Processing Operator, Welding Apprentice Level 1-4 <p style="text-align: right;">First: Emily Suderman Second: Titilope Kunkel Carried</p> 	<p>EC.26.25.16</p>
<p>Program Discontinuation Business – Emily Suderman (5 minutes)</p> <ul style="list-style-type: none"> • Motion- Recommend to the Board of Governors the discontinuation of Youth Entrepreneurship. <p style="text-align: right;">First: Emily Suderman Second: Titilope Kunkel Carried</p> 	<p>EC.26.25.17</p>
<p>DISCUSSION AGENDA</p>	<p>EC.26.26</p>
<p>Land Acknowledgement and Efforts of Reconciliation</p> <p>Coast Mountain College collaborates with six First Nations in northwest British Columbia, the Haida, Ts'msyen, Nisga'a, Haisla, Gitksan, and Witsuwit'en as well as the Tahltan and acknowledges the traditional territories where its campuses stand.</p> <ul style="list-style-type: none"> • Acknowledging the shift in classroom composition which is opening space for the increased recognition of indigenous students and their influence on the community. • More time is now available to spend with individual students and their needs. Making connections with indigenous students on an individual level. • Various Ministry reporting are due and reflecting on the all the honest work being done individually and as a collective college community on the initiatives we are making towards reconciliation and decolonization at the college. • Noted that UVIC is making strides to decolonize their admissions processes and we as a college need to choose what we are going to prioritize. • Reminder that we should not forget to include Metis and Inuit in our land acknowledgements and reconciliation efforts. • May 5 National Day of Awareness for Missing and Murdered Indigenous Women, Girls, and 2SLGBTQI + People in Canada • May 14 Moose Hide Campaign Day. 	<p>EC.26.26.01</p>

<p>REPORTS</p>	<p>EC.26.27.</p>
<ul style="list-style-type: none"> • First Nations Council (FNC) – Priscilla Michell No Update • Education Policy Committee (EPC) – Emily Suderman April meeting was cancelled. Expect to have policies ready for EdCo in May and expect to be working on Course and Program Development policy • International Education Committee (IEC) – Adam Nash Noted only one chair now. • Educational Practice – Tracey Woodburn Clusters are adding COLT and Registrar to upcoming cluster meetings. Will address EdCo approved processes including course outline/syllabi, and AI statement language. • Educational Planning and Program Review – Tracey Woodburn Professional Development opportunities through BC Campus in June for instructors. Watch for communication email. June 8 Prince Rupert. June 9/10 Terrace. Full day instruction. An instructional skills workshop is also being offered as part of the BC Campus Road Show in early June. Again, watch for communications and save the date. • Education Council Taskforces: <ul style="list-style-type: none"> ○ Bylaw Review Taskforce – Marja Burrows Taskforce is continuing to meet. Examining cluster composition and purpose. ○ Curriculum Guidelines and Expectations Taskforce – Emily Suderman Final Report should be ready for May EdCo ○ Program Policy Taskforce – Emily Suderman Final Report should be ready for May EdCo. Will include language supporting program specific policies being reviewed by EPC and published on both program catalogue pages and the website policy page. 	
<p>Meeting Adjourn: Next Meeting: May 29, 2026</p>	<p>EC.26.28</p>
<ul style="list-style-type: none"> • 	

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