

EDUCATION COUNCIL (EdCo) - MEETING MINUTES

Date and Time: March 27, 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)	Danna Buick
Chris Try - Business and First Nations Fine Arts Cluster (March 2027)	present
Colin Elliott – Educational Administrator Seat (March 2026)	present
CJ Butcher - Non-voting Advisory member BOG (October 2025)	
Emma Shack - Educational Administrator Seat (March 2026)	present
Emily Suderman – Educational Administrator Seat (March 2026)	present
Gord Weary - University Credit and Applied Coastal Ecology Cluster (March 2027)	present
Helen Hamel - Health Cluster (March 2026)	
Kāshā / Julie Morris - Indigenous Scholar Faculty (March 2026)	
Linnea Waechter - Trades & Workforce Cluster (March 2027)	present
Luchille Ramirez - Support Staff Seat (March 2027)	present
Marja Burrows - Human Services Cluster (March 2026)	present
Melanie Pollard - Developmental Cluster (March 2027)	
Nakkita Trimble - Business and First Nations Fine Arts Cluster (March 2026)	
Priscilla Michell - Non-voting - Advisory Member FNC	present
Reto Riesen - University Credit and Applied Coastal Ecology Cluster (March 2026)	present
Sandy Kaardal - Support Staff Seat (March 2026)	present
Tracey Woodburn - Educational Administrator Seat (March 2026)	present

Attendees: Laurie Waye, Tracey Hoffos, Jedidiah Anderson, Kadia Kay Korahm, Darjem Ponce, Amanjot Kang, Johannita Mills - Beale, Darjem Ponce, Tracey Fell, Titilope Kunkel, Andy Klimach, Michelle Cook, Tysen LeBlond, Carla Ollenberger, Kelly Swain, Dawn McConnell

Call to order and declaration of Quorum: 8:32am

Approval of the Agenda for March 27, 2026 (2 minutes)	EC.26.15
For Approval: EdCo Agenda First: Colin Elliott Second: Tracey Woodburn	
Approval of Minutes from February 27, 2026 (2 minutes)	EC.26.16
For Approval: EdCo Minutes First: Emily Suderman Second: Reto Riesen	
CONSENT AGENDA	EC.26.17

ACTION AGENDA	EC.26.18
DISCUSSION AGENDA	EC.26.19
<p>Land Acknowledgement and Efforts of Reconciliation 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"> • Reflections on Land Acknowledgments. These are living and not static. We are encouraged to revisit our land acknowledgments as we grow in our reconciliation efforts. • Reminder of Feast being held on the Terrace Campus on April 8. Student Engagement team members can transport students from other campuses who want to attend. Please encourage students on our regional campuses to reach out to their student engagement staff to arrange transportation. • Acknowledging how important and impactful it is to have the College's reconciliation efforts reflected on our accreditation documents. • Indigenization is our relationship with ourselves, our land and the indigenous people around us. We are encouraged to spend more time on reflecting on how we relate to the reconciliation acts that we perform and recommit to those an individual and as a whole of the CMTN community. • Reflection on how we need to be mindful of our words, and respectful of those people in our lives and spaces. How what we share can cause a reaction to those we share with. Relationships require maintenance. 	EC.26.19.01
<p>EdCo Voting Bylaws – Appendix C – Membership Rotation Even years: outgoing term ends March 2026</p> <ul style="list-style-type: none"> • One support staff elected by the Support Staff • One faculty from the University Credit and Applied Coastal Ecology Cluster • One faculty from Business and Frist Nations Fine Arts Cluster • One faculty from Human Services Cluster • One faculty from Health Cluster • One faculty from Developmental Cluster <p>Marja Burrows has confirmed for the Human Services Cluster term to March 2028. Chris Gee will be cluster chair and Yuriko Riesen will be the ACC rep.</p> <p>Nominations now open for the Support Staff seat. Nominations close on Wednesday April 1</p> <p>Program clusters- review of EdCo bylaws, reminder to submit cluster minutes to edco@</p>	EC.26.19.02

<p>Appointed each year:</p> <ul style="list-style-type: none"> • One Indigenous Scholar faculty recommended by faculty in consultation with the Indigenization department then appointed by the President • One non-voting, advisory member appointed by the Board of Governors • One non-voting, advisory member appointed by the First Nations Council <p>EdCo Voting – Chair & Vice Chair Bylaws - https://www.coastmountaincollege.ca/docs/default-source/edco/edco_bylaws.pdf</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>	
<p>Course Discontinuation – Emily Suderman (10 minutes)</p> <ul style="list-style-type: none"> ➤ Notice of Motion- To discontinue UC courses: ART 105, 106; FREN 101, 102; ARTH 101, 108, 151, 152, 201,210 • This is in accordance with our Course and Program Development Policy • Reminder that Education Council can recommend discontinuation and can work with the Registrar’s office to bring this forward. This is not a cluster decision but is governed by Education Council. • Review of definitions: <p><i>Discontinue</i> – If the department intends to never again offer a certain course. This means that it effectively comes off of the catalogue indefinitely. If the department wants to offer it again, then it would have to come through as a brand-new course with a new course name and code.</p> <p>(Obsolete – Colleague)</p> <p><i>Inactive</i> – If the department intends to keep it for now but perhaps offer it another time. It would come off of the catalogue but could be reactivated through EDCO at another time and re added to the catalogue with the same course name and code provided that the changes are not substantive.</p> <p>(Inactive – Colleague)</p>	<p>EC.26.19.03</p>

<p>Program Discontinuation UC- Emily Suderman (10 minutes)</p> <ul style="list-style-type: none"> ➤ Notice of Motion - To discontinue UC Associate of Arts Specializations: Archaeological & Cultural Resource Management Specialization, First Nations Specialization, Sustainable Communities Specialization • Action Item: To bring these three specializations as separate motions for April EdCo. • Work plans were submitted to the Education Council last year for these three specializations but they have yet to enter the curriculum renewal workflow. • Possibility of offering these as Diplomas instead of Associate Degrees • Noted that these are currently not “stand alone” programs. Students cannot directly apply into these specializations and have had difficulties in attempting to graduate from them. 	EC.26.19.04
<p>Program Discontinuation Trades – Emily Suderman (10 minutes)</p> <ul style="list-style-type: none"> ➤ Notice of Motion – To discontinue Trades programs: Construction Craft Worker Apprentice 1, Construction Craft Worker Apprentice 2, Esthetics and Youth Train, First Nations Fine Arts Advanced Diploma, Harmonized Plumber Foundations, Mineral Processing Operator, Welding Apprentice Level 1-4, Youth Entrepreneurship • Noted that First Nations Fine Arts Advanced Diploma has plans to be offered in Fall 2027 and will be submitted to the curriculum workflow approx. November 2026 • Action Item: that Youth Entrepreneurship is a Business Program and should be put on a separate motion for the April agenda • Noted that apprenticeship curriculum is governed by Skilled Trades BC and that Trades will confirm if this curriculum is still up to date. 	EC.26.19.05
<p>REPORTS</p>	EC.26.20
<ul style="list-style-type: none"> • First Nations Council (FNC) – Priscilla Michell No update • Education Policy Committee (EPC) – Emily Suderman Final day for community consultation of: Grading and Progression Academic Standing Currently working on: Admission and Registration Academic Appeals Non- academic policies • International Education Committee (IEC) – Adam Nash/Emma Shack Update presented to the Travel Field School pamphlet specifically around conflict zone language Working on the International Education Policy • Education Council Taskforces: <ul style="list-style-type: none"> ○ Bylaw Review Taskforce – Marja Burrows 	EC.26.20.01

<p>No update</p> <ul style="list-style-type: none"> ○ Curriculum Guidelines and Expectations Taskforce – Emily Suderman Good discussions are being had. Clarifying expectations of each of the curriculum approval and consultation steps. Reinforcing general discussions points and ties to Education Council by-laws ○ Program Policy Taskforce – Emily Suderman No chance to meet last month. Hope to have a final report to present to Education Council next month. 	
<p>Meeting Adjourn: 10:00am Next Meeting: April 24, 2026</p>	EC.26.21

Additional Links and Information:

- [Education Council Bylaws - 2022](#)
- [College and Institute Act](#)
- [Meeting Schedule](#)

Acronyms

- ACC = Articulation and Curriculum Committee
- CIM = Curriculum Information Management
- FNC = First Nations Council
- EPC = Education Policy Committee
- TOR = Terms of Reference

