

SUMMARY OF MOTIONS FOR
 EDUCATION COUNCIL
 September 2013 – August 2014

October 25, 2013	
EC.13-26	<p>Adoption of Agenda</p> <p><i>Motion to adopt the agenda as presented.</i></p> <p>Carried Steven Verblac/Kathy Haley</p>
EC.13-27	<p>Approval of Minutes from August 23, 2013</p> <p><i>Motion to pass the minutes from August 23, 2013 as corrected.</i></p> <p>Carried Julia Moore/Kim McIntyre</p>
EC.13-28	<p>Distributed Learning Task Force—David Try</p> <p>Carried <i>Motion to adopt the Distributed Learning Task Force report.</i> Rocque Berthiaume/Reto Riesen</p> <p>Carried <i>Motion to expand the Distributed Learning Task Force across NWCC to meet the goal identified in the strategic plan.</i> Debbie Stava/David Try</p>
EC.13-28.3	<p>Program Review Policy</p> <p>Carried <i>Motion to approve the Program Review Policy.</i> Debbie Stava/Julia Moore</p> <p>Carried <i>Motion to have the Policy Review Committee review the policy document, convene work with those programs under review, and build the review into their annual cycle to report back.</i> Debbie Stava/Steven Verblac</p>
EC.13-29.1.1	<p>Amendments to Summary of Motions 2009–2010</p> <p>Carried <i>Motion to accept the Summary of Motions 2009-2010 as amended.</i> Reto Riesen/Debbie Stava</p>

EC.13-29.2 Associate of Science: Environmental Geoscience Studies

Subject	Course Title	Credits
BIOL 101	Introductory Biology I - Cells, Diversity and Physiology	3
BIOL 102	Introductory Biology II - Genetics, Evolution and Ecology	3
BIOL 208 OR Any 2nd year OCGY OR BIOL	Biology of Plants Any second year Oceanography or second year Biology	3
BIOL 211 OR GEOG 202	Principles of Ecology Geography of Ecosystems	3
ECON 150 OR GEOG 222 OR GEOG 210 OR GEOG 215 OR GEOG 227 OR PHIL 210 OR ANTH OR FNST OR Any Arts Course	Microeconomics Economic Geography Environments and Society Geography of Food Ethnogeography Environmental Ethics Any Anthropology Course Any First Nations Studies Course Any Arts elective with a cultural, economic or environmental focus	3
CPSC 111 OR CHEM 230 OR MATH 235 OR GEOG 110	An Introduction to Computers Organic Chemistry I Linear Algebra People and the Environment	3
ENGL 101	3 Credits of English	3
ENGL 102 OR ENGL 151 OR ENGL 152	3 Credits of English	3
GEOG 112 OR GEOG 110 OR GEOG 210 OR PHIL 210	Environments and Planning People and the Environment Environments and Society Environmental Ethics	3
GEOG 150	Physical Geography I: Biogeography, Meteorology and Climatology	3
GEOG 160 OR GEOL 157	Physical Geography II: Geology, Geomorphology and Soils Introduction to Northwest Geology	3
GEOG 201 OR GEOG 210 OR Any 2nd year Science	Environmental Climatology Environments and Society A 2nd year UC science with an environmental focus	3
GEOG 203 OR OCGY 208	Geomorphology Introduction to Physical, Chemical and Geological Oceanography	3
GEOG 204	Spatial Analysis and Geographic Information Systems (GIS)	3
GEOG 207 OR	Hydrology / Soils	3

OCGY 209	Introduction to Biological Oceanography	
MATH 131 OR MATH 251	Introduction to Statistics Statistics	3
MATH 101	Calculus I: Differential Calculus	3
	Any 2 of the following:	
CHEM 101 OR CHEM 102 OR MATH 102 OR PHYS 101 OR PHYS 102	Introductory Chemistry I Introductory Chemistry II Calculus II: Integral Calculus Introduction to Physics I Introductory Physics II	6

Carried Motion to accept the Associate of Science: Environmental Geoscience Studies Specialization as amended.
 Ann Marie Merkel / Rocque Berthiaume

EC.13-29.3 Waive Residency Requirements for Capilano ABT Students—Debbie Stava

Carried Motion to waive the 25 percent residency requirement for Capilano students entering the NWCC ABT program.
 Debbie Stava/Ann Marie Merkel

EC.13-29.4 Change to Education Council Schedule—Reto Riesen

Carried Motion to move the EDCO meeting scheduled on November 22nd to November 29th.
 Reto Riesen/Ian Hamilton

November 29, 2013

EC.13-31 Adoption of Agenda

Carried Motion to adopt the agenda as presented.
 Doran Mitchner / Regina Saimoto

EC.13-32 Approval of the Minutes from October 25, 2013

Carried Motion to approve the minutes from October 25, 2013, as amended.
 Ian Hamilton / Doran Mitchner

EC.13-33.1 Approval of Summary of Motions 2012-2013

Carried Motion to approve the Summary of Motions 2012-2013, as amended.
 Debbie Stava / Ian Hamilton

EC.13-34.1 **Mineral Processing Operator**

NEW PROGRAM: <input checked="" type="checkbox"/>	PROGRAM CHANGE: <input type="checkbox"/>	NEW CREDENTIAL: <input type="checkbox"/>			
DATE: October 31, 2013					
PROGRAM NAME: Mineral Processing Operator Program					
PROPOSAL SUBMITTED BY: Danielle Smyth					
CAMPUS: Smithers and Houston					
EFFECTIVE/START DATE: SEPT 2014					
<p>PROGRAM PREREQUISITES:</p> <p>The full Mineral Processing Operator program pre-requisites reflect mine employers' recruitment qualifications for a Mineral Processing Operator job position.</p> <p>Learners must complete an interview (completion of interview is required however the results will not be used as basis for admission; the purpose of the interview is to outline expectations of the program and mine workplace).</p> <p><u>Admission Requirements:</u></p> <ol style="list-style-type: none"> Must have Grade 12, GED, or equivalent (does not include Evergreen Certificate). <p><u>Additional Information for Students</u></p> <p>Students should be aware of the working environment of a Mineral Processing Operator: a 12 hour work shift, live in camp continually on your feet walking around monitoring equipment up and down stairs. Students should enjoy practical and manual work. Student should have a mechanical aptitude.</p> <p>Student should be aware that the following requirements may apply for parts of the program that take place on-site at a mine and/or for employment at a mine upon completion of the program: ability to pass a drug and alcohol test, a medical test of declaration of physical fitness must be in good health and physically fit to climb stairs frequently at a mine and lift 20kg; must have good vision (corrective lenses are OK) and hearing; have a full range of body and limb movement; hold a valid drivers' license. Failure to meet any and all of these requirements will limit or disadvantage graduates from participation in the practicum and securing employment.</p> <p>Please note that individual resource Safety and Certification Training which includes seven Safety Certification Courses within the program do not require any prerequisites. These are: OFA Level 1, Transportation Endorsement, H2S Alive, WHMIS, Confined Space, Fall Protection, and Lock-out/Tag-out Procedures.</p>					
BRIEF DESCRIPTION OF PROGRAM CHANGE (USE ATTACHMENT IF NECESSARY):					
TOTAL PROGRAM CREDITS:		TOTAL PROGRAM HOURS: 366			
PROPOSED NEW PROGRAM CURRICULUM (USE ATTACHMENT IF NECESSARY):					
COURSE #	COURSE NAME	CREDITS	HOURS	PREREQUISITES	CO-REQUISITES
MPO 100	Resource Safety and Certification	3.0	40		

	<ul style="list-style-type: none"> OFA Level 1 Certificate 		8		
	<ul style="list-style-type: none"> First Aid Transportation 		8		
	<ul style="list-style-type: none"> H2S Alive Certificate 		8		
	<ul style="list-style-type: none"> WHMIS Certificate 		4		
	<ul style="list-style-type: none"> Confined Space Certificate 		4		
	<ul style="list-style-type: none"> Fall Protection Certificate 		4		
	<ul style="list-style-type: none"> Lock-Out/Tag-Out Procedures 		4		
MPO 101	Introduction to Mining and Mining Jobs	2.0	28	Must have Grade 12, GED, or equivalent.	
MPO 102	Essential Skills for the Mine Workplace	7.0	104	Must have Grade 12, GED, or equivalent.	-OFA Level 1 -First Aid Transportation Endorsement -WHMIS -H2S Alive
MPO 103	Mine Workplace Safety	3.0	44	Completion of MPO 100, MPO 101	-Confined Space -Fall Protection -Lock-Out / Tag-out Procedures OR MPO 100
MPO 104	Introduction to Ore Processing Methods	2.5	36	Completion of , MPO 101, MPO 102	MPO 100 - Resource Safety and Certification
MPO 105	Grinding Processes – METSO Software CBT	2.5	36	Completion of MPO 101, 102, and 103	MPO 100 - Resource Safety and Certification
MPO 106	Flotation and Filtration Processes—METSO Software CBT	3.5	54	Completion of MPO 101, MPO 102, MPO 103, MPO 104, MPO 105	MPO 100 - Resource Safety and Certification
MPO 107	Primary Crushing—METSO Software CBT	2.0	24	Completion of MPO 101, MPO 102, MPO 103, MPO 104, MPO 105, MPO 106	MPO 100 - Resource Safety and Certification
MPO 199	Mine Site Practicum (optional)	6.0	90 (not included in program hours)		
TOTAL		25.5	366		

Motion to approve, in principle, the MPO Program with the changes to reflect the substitution of one course, name to be determined by Registrar's office, that will incorporate the WFT courses to include Occupational First Aid Level 1 Certificate, First Aid Transportation Endorsement Certificate, H2S Alive Certificate, WHMIS

Carried	Certificate, Confined Space Certificate, Fall Protection Certificate and Lock-Out/Tag-Out Procedures Certificate Debbie Stava / Ian Hamilton
Carried	Motion that MPO course outlines, with revised program outline, be resubmitted to CPAC; CPAC table will make recommendations to come back to EDCO table in December. Debbie Stava / Reto Riesen

January 24, 2014

EC.14.1	Adoption of Agenda Motion to adopt the agenda as presented. Carried Reto Riesen / Ian Hamilton
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EC.14.2	Approval of Minutes from November 29, 2013 Motion to pass minutes from November 29, 2013, as amended. Carried Reto Riesen / Ann Marie Merkel
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EC.14.4.1	Mineral Processing Operator Program—Danielle Smyth (Tlell Glover)	
<input checked="" type="checkbox"/> New Course <input type="checkbox"/> Changed Course		
PROGRAM: Mineral Processing Operator Program		DATE: NOVEMBER 8, 2013
COURSE ABBREVIATION & NUMBER: MPO 100	DATE OF EXPECTED FIRST OFFERING: FEBRUARY 2014	NUMBER OF CREDITS: 3
LEVEL OF STUDY: <input type="checkbox"/> FIRST YEAR <input type="checkbox"/> SECOND YEAR <input checked="" type="checkbox"/> NOT APPLICABLE		GRADING FORMAT: <input type="checkbox"/> LETTER GRADE <input checked="" type="checkbox"/> CREDIT/NO CREDIT
COURSE TITLE: (Note: Student Records system stores 80 characters, prints 30) RESOURCE SAFETY AND CERTIFICATION		
TOTAL COURSE HOURS: 40	TOTAL LECTURE HOURS: N/A	TOTAL LAB HOURS: N/A
TOTAL PRACTICUM HOURS: N/A	OTHER: N/A	MAXIMUM ENROLMENT PER COLLECTIVE AGREEMENT: 18 MAX / 12 MIN
PREREQUISITES: N/A		CO-REQUISITE: N/A
REQUIRED INSTRUCTOR QUALIFICATIONS: As per individual safety training course instructor qualification requirements.		

BRIEF DESCRIPTION OF CHANGE : N/A		
<input checked="" type="checkbox"/> New Course <input type="checkbox"/> Changed Course		
PROGRAM: Mineral Processing Operator Program		DATE: OCTOBER 31, 2013
COURSE ABBREVIATION & NUMBER: MPO 101	DATE OF EXPECTED FIRST OFFERING: FEBRUARY 2014	NUMBER OF CREDITS: 2
LEVEL OF STUDY: <input type="checkbox"/> FIRST YEAR <input type="checkbox"/> SECOND YEAR <input checked="" type="checkbox"/> NOT APPLICABLE		GRADING FORMAT: <input checked="" type="checkbox"/> LETTER GRADE <input type="checkbox"/> CREDIT/NO CREDIT
COURSE TITLE: (Note: Student Records system stores 80 characters, prints 30) INTRODUCTION TO MINING AND MINING JOBS		
TOTAL COURSE HOURS: 28	TOTAL LECTURE HOURS: 16	TOTAL LAB HOURS: N/A
TOTAL PRACTICUM HOURS: N/A	OTHER: FIELD TRIP - 12	MAXIMUM ENROLMENT PER COLLECTIVE AGREEMENT: 18 MAX / 12 MIN
PREREQUISITES: MPO 100		CO-REQUISITE: N/A
REQUIRED INSTRUCTOR QUALIFICATIONS: The instructor must have a background in mining and 5-10 years operational experience at a mine site. An instructor with a Provincial Instructor Diploma or who has attended an Instructional Skills Workshop is preferred but not essential. Preference will be given to candidates with certification under the Canadian Miner Certification Program and formal training in Mineral Processing and Mill Operation.		
BRIEF DESCRIPTION OF CHANGE : N/A		

<input checked="" type="checkbox"/> New Course <input type="checkbox"/> Changed Course		
PROGRAM: MINERAL PROCESSING OPERATOR PROGRAM		DATE: OCTOBER 31, 2013
COURSE ABBREVIATION & NUMBER: MPO 102	DATE OF EXPECTED FIRST OFFERING: FEBRUARY 2014	NUMBER OF CREDITS: 7
LEVEL OF STUDY: <input type="checkbox"/> FIRST YEAR <input type="checkbox"/> SECOND YEAR <input checked="" type="checkbox"/> NOT APPLICABLE		GRADING FORMAT: <input checked="" type="checkbox"/> LETTER GRADE <input type="checkbox"/> CREDIT/NO CREDIT
COURSE TITLE: (Note: Student Records system stores 80 characters, prints 30) ESSENTIAL SKILLS FOR THE MINE WORKPLACE		
TOTAL COURSE HOURS: 104	TOTAL LECTURE HOURS: 84	TOTAL LAB HOURS: N/A

TOTAL PRACTICUM HOURS: N/A	OTHER: 20	MAXIMUM ENROLMENT PER COLLECTIVE AGREEMENT: 18 MAX / 12 MIN
PREREQUISITE: MPO 100, MPO 101		CO-REQUISITE: N/A
REQUIRED INSTRUCTOR QUALIFICATIONS: The instructor must have a background in mining and 5-10 years operational experience at a mine site. An instructor with a Provincial Instructor Diploma or who has attended an Instructional Skills Workshop is preferred but not essential. Preference will be given to candidates with certification under the Canadian Miner Certification Program and formal training in Mineral Processing and Mill Operation.		
BRIEF DESCRIPTION OF CHANGE : N/A		

<input checked="" type="checkbox"/> New Course <input type="checkbox"/> Changed Course		
PROGRAM: MINERAL PROCESSING OPERATOR PROGRAM		DATE: October 31, 2013
COURSE ABBREVIATION & NUMBER: MPO 103	DATE OF EXPECTED FIRST OFFERING: FEBRUARY 2014	NUMBER OF CREDITS: 3
LEVEL OF STUDY: <input type="checkbox"/> FIRST YEAR <input type="checkbox"/> SECOND YEAR <input checked="" type="checkbox"/> NOT APPLICABLE		GRADING FORMAT: <input checked="" type="checkbox"/> LETTER GRADE <input type="checkbox"/> CREDIT/NO CREDIT
COURSE TITLE: (Note: Student Records system stores 80 characters, prints 30) MINE WORKPLACE SAFETY		
TOTAL COURSE HOURS: 44	TOTAL LECTURE HOURS: 44	TOTAL LAB HOURS: N/A
TOTAL PRACTICUM HOURS: N/A	OTHER: N/A	MAXIMUM ENROLMENT PER COLLECTIVE AGREEMENT: 18 MAX / 12 MIN
PREREQUISITE: MPO 100, MPO 101, MPO 102		CO-REQUISITE: N/A
REQUIRED INSTRUCTOR QUALIFICATIONS: The instructor must have a background in mining and 5-10 years operational experience at a mine site. An instructor with a Provincial Instructor Diploma or who has attended an Instructional Skills Workshop is preferred but not essential. Preference will be given to candidates with certification under the Canadian Miner Certification Program and formal training in Mineral Processing and Mill Operation.		
BRIEF DESCRIPTION OF CHANGE : N/A		

<input checked="" type="checkbox"/> New Course <input type="checkbox"/> Changed Course		
PROGRAM: MINERAL PROCESSING OPERATOR PROGRAM		DATE: OCTOBER 31, 2013
COURSE ABBREVIATION & NUMBER: MPO 104	DATE OF EXPECTED FIRST OFFERING: FEBRUARY 2014	NUMBER OF CREDITS: 2.5
LEVEL OF STUDY: <input type="checkbox"/> FIRST YEAR <input type="checkbox"/> SECOND YEAR <input checked="" type="checkbox"/> NOT APPLICABLE		GRADING FORMAT: <input checked="" type="checkbox"/> LETTER GRADE <input type="checkbox"/> CREDIT/NO CREDIT
COURSE TITLE: (Note: Student Records system stores 80 characters, prints 30) INTRODUCTION TO ORE PROCESSING METHODS		
TOTAL COURSE HOURS: 36	TOTAL LECTURE HOURS: 27	TOTAL LAB HOURS: 9
TOTAL PRACTICUM HOURS: N/A	OTHER: N/A	MAXIMUM ENROLMENT PER COLLECTIVE AGREEMENT: 18 MAX/ 12 MIN
PREREQUISITE: MPO 100, MPO 101, MPO 102, MPO 103		CO-REQUISITE: N/A
REQUIRED INSTRUCTOR QUALIFICATIONS: The Instructor must have a background in mining and 5-10 years operational experience at a mine site. An instructor with a Provincial Instructor Diploma or who has attended an Instructional Skills Workshop is preferred but not essential. Preference will be given to candidates with certification under the Canadian Miner Certification Program and formal training in Mineral Processing and Mill Operation.		
BRIEF DESCRIPTION OF CHANGE : N/A		

<input checked="" type="checkbox"/> New Course <input type="checkbox"/> Changed Course		
PROGRAM: MINERAL PROCESSING OPERATOR PROGRAM		DATE: OCTOBER 31, 2013
COURSE ABBREVIATION & NUMBER: MPO 105	DATE OF EXPECTED FIRST OFFERING: FEBRUARY 2014	NUMBER OF CREDITS: 2.5
LEVEL OF STUDY: <input type="checkbox"/> FIRST YEAR <input type="checkbox"/> SECOND YEAR <input checked="" type="checkbox"/> NOT APPLICABLE		GRADING FORMAT: <input checked="" type="checkbox"/> LETTER GRADE <input type="checkbox"/> CREDIT/NO CREDIT
COURSE TITLE: (Note: Student Records system stores 80 characters, prints 30) GRINDING PROCESSES		
TOTAL COURSE HOURS: 36	TOTAL LECTURE HOURS: N/A	TOTAL LAB HOURS: N/A
TOTAL PRACTICUM HOURS: N/A	OTHER: COMPUTER LAB - 36	MAXIMUM ENROLMENT PER COLLECTIVE AGREEMENT: 18 MAX / 12 MIN

PREREQUISITE: MPO 100, MPO 101, MPO 102, MPO 103, MPO 104		CO-REQUISITE: N/A
REQUIRED INSTRUCTOR QUALIFICATIONS: The Instructor must have a background in mining and 5-10 years operational experience at a mine site. The Instructor must have worked in a mine mill and be very familiar with mineral processing equipment. The instructor should be comfortable with computers and METSO software (computer-based-training) for Mineral Processing Equipment. An instructor with a Provincial Instructor Diploma or who has attended an Instructional Skills Workshop is preferred but not essential. Preference will be given to candidates with certification under the Canadian Miner Certification Program and formal training in Mineral Processing and Mill Operation.		
BRIEF DESCRIPTION OF CHANGE : N/A		
<input checked="" type="checkbox"/> New Course <input type="checkbox"/> Changed Course		
PROGRAM: MINERAL PROCESSING OPERATOR PROGRAM		DATE: OCTOBER 31, 2013
COURSE ABBREVIATION & NUMBER: MPO 106	DATE OF EXPECTED FIRST OFFERING: FEBRUARY 2014	NUMBER OF CREDITS: 3.5
LEVEL OF STUDY: <input type="checkbox"/> FIRST YEAR <input type="checkbox"/> SECOND YEAR <input checked="" type="checkbox"/> NOT APPLICABLE		GRADING FORMAT: <input checked="" type="checkbox"/> LETTER GRADE <input type="checkbox"/> CREDIT/NO CREDIT
COURSE TITLE: (Note: Student Records system stores 80 characters, prints 30) FLOTATION AND FILTRATION PROCESSES–METSO SOFTWARE CBT		
TOTAL COURSE HOURS: 54	TOTAL LECTURE HOURS: N/A	TOTAL LAB HOURS: N/A
TOTAL PRACTICUM HOURS: N/A	OTHER: COMPUTER LAB - 54	MAXIMUM ENROLMENT PER COLLECTIVE AGREEMENT: 18 MAX / 12 MIN
PREREQUISITE: MPO 100, MPO 101, MPO 102, MPO 103, MPO 104, MPO 105		CO-REQUISITE: N/A
REQUIRED INSTRUCTOR QUALIFICATIONS: The Instructor must have a background in mining and 5-10 years operational experience at a mine site. The Instructor must have worked in a mine mill and be very familiar with mineral processing equipment. The instructor should be comfortable with computers and METSO software (computer-based-training) for Mineral Processing Equipment. An instructor with a Provincial Instructor Diploma or who has attended an Instructional Skills Workshop is preferred but not essential. Preference will be given to candidates with certification under the Canadian Miner Certification Program and formal training in Mineral Processing and Mill Operation.		
BRIEF DESCRIPTION OF CHANGE : N/A		
<input checked="" type="checkbox"/> New Course <input type="checkbox"/> Changed Course		
PROGRAM: MINERAL PROCESSING OPERATOR PROGRAM		DATE: OCTOBER 31, 2013

COURSE ABBREVIATION & NUMBER: MPO 107		DATE OF EXPECTED FIRST OFFERING: FEBRUARY 2014	NUMBER OF CREDITS: 2
LEVEL OF STUDY: <input type="checkbox"/> FIRST YEAR <input type="checkbox"/> SECOND YEAR <input checked="" type="checkbox"/> NOT APPLICABLE		GRADING FORMAT: <input checked="" type="checkbox"/> LETTER GRADE <input type="checkbox"/> CREDIT/NO CREDIT	
COURSE TITLE: (Note: Student Records system stores 80 characters, prints 30) PRIMARY CRUSHING			
TOTAL COURSE HOURS: 24	TOTAL LECTURE HOURS: N/A	TOTAL LAB HOURS: N/A	
TOTAL PRACTICUM HOURS: N/A	OTHER: COMPUTER LAB - 24	MAXIMUM ENROLMENT PER COLLECTIVE AGREEMENT: 18 MAX / 12 MIN	
PREREQUISITE: MPO 100, MPO 101, MPO 102, MPO 103, MPO 104, MPO 105, MPO 106		CO-REQUISITE: N/A	
REQUIRED INSTRUCTOR QUALIFICATIONS: The instructor must have a background in mining and 5-10 years operational experience at a mine site. An instructor with a Provincial Instructor Diploma or who has attended an Instructional Skills Workshop is preferred but not essential. Preference will be given to candidates with certification under the Canadian Miner Certification Program and formal training in Mineral Processing and Mill Operation.			
BRIEF DESCRIPTION OF CHANGE : N/A			

Carried

Motion to approve the Mineral Processing Operator courses MPO 100, MPO 101, MPO 102, MPO 103, MPO 104, MPO 105, MPO 106, and MPO 107.
 Reto Riesen / Ann Marie Merkel

<input checked="" type="checkbox"/> New Course <input type="checkbox"/> Changed Course		
PROGRAM: MINERAL PROCESSING OPERATOR PROGRAM		DATE: OCTOBER 31, 2013
COURSE ABBREVIATION & NUMBER: MPO 199		DATE OF EXPECTED FIRST OFFERING: FEBRUARY 2014
LEVEL OF STUDY: <input type="checkbox"/> FIRST YEAR <input type="checkbox"/> SECOND YEAR <input checked="" type="checkbox"/> NOT APPLICABLE		GRADING FORMAT: <input checked="" type="checkbox"/> LETTER GRADE <input type="checkbox"/> CREDIT/NO CREDIT
COURSE TITLE: (Note: Student Records system stores 80 characters, prints 30) MINE SITE WORK EXPERIENCE		
TOTAL COURSE HOURS: 90	TOTAL LECTURE HOURS: N/A	TOTAL LAB HOURS: N/A
TOTAL PRACTICUM HOURS: N/A	OTHER: WORK SITE - 90	MAXIMUM ENROLMENT PER COLLECTIVE AGREEMENT: 8 MAX

PREREQUISITES: -MPO 100,MPO 101, MPO 102, MPO 103, MPO 104, MPO 105, MPO 106,MPO 107	CO-REQUISITE: N/A
REQUIRED INSTRUCTOR QUALIFICATIONS: The instructor must have a background in mining and 5-10 years operational experience at a mine site. An instructor with a Provincial Instructor Diploma or who has attended an Instructional Skills Workshop is preferred but not essential. Preference will be given to candidates with certification under the Canadian Miner Certification Program and formal training in Mineral Processing and Mill Operation.	
BRIEF DESCRIPTION OF CHANGE : N/A	

Carried *Motion to accept the course MPO 199, with the change in title to "Mine Site Work Experience."*
Deb Stava / Rocque Berthiaume

EC.14.4.2 **Computer Support Technician Certificate—Brian Butler**

NEW PROGRAM: <input checked="" type="checkbox"/>	PROGRAM CHANGE: <input type="checkbox"/>
DATE: November 15, 2013	
PROGRAM NAME: Computer Support Technician Certificate (CST Certificate)	
PROPOSAL SUBMITTED BY: Brian Butler	
CAMPUS: Online Program	
EFFECTIVE/START DATE: September 2, 2014 (2014F)	
PROGRAM PREREQUISITES: English 12 (NWCC ENGL 050,English 055, English 053 or equivalent, or successful placement on a CAT 4 assessment, Principles of Mathematics 10 or Foundations of Math and Pre-Calculus 10 (NWCC 0301/0302 or 032 or 033), Computer Skills (Information Technology 11, Business Computer Applications 11, NWCC: CPST 040, BCPT 150 or CPSC 111)	
BRIEF DESCRIPTION OF PROGRAM CHANGE (USE ATTACHMENT IF NECESSARY): Since the collaborative ICT program was implemented in 1999, the diploma program has not enjoyed a robust student enrollment number of courses allow current IT workers to upgrade their skills but many courses did not run due to low enrollments. In most cases students in the program move directly into the workforce after their certificates are completed. This problem has caused the collaborative member colleges to question the continued viability of the ICT diploma. Since there are a number of diploma courses that have had strong attendance, this problem provides an opportunity to introduce a new certificate program to provide a more flexible starting point for local students in their IT career. More detail is provided in the CST_Certificate_Program document.	

PROPOSED NEW PROGRAM CURRICULUM (USE ATTACHMENT IF NECESSARY):				
COURSE #	COURSE NAME	CREDITS	HOURS	PREREQUISITES
ICT 102	Computer Hardware	3	45	Program Entry
ICT 108	Operating Systems I	3	45	Program Entry
ICT 110	Professionalism and Customer Service	3	45	Program Entry
ICT 112	Foundations of Web Development	3	45	Program Entry
ICT 114	Networking	3	45	ICT 108

ICT 120	Foundations of System Development	3	45	Program Entry
ICT 214	Database Design	3	45	Program Entry
Optional Course Choices (Students must complete 3 to complete the certificate)				
ICT 122	Foundation Project	3	45	Program Entry
ICT 212	Web Development II	3	45	ICT 112
ICT 216	Database Management	3	45	ICT 214
ICT 232	Network Security	3	45	ICT 108
ICT 234	Server Management	3	45	ICT 108
ICT 236	Network Infrastructure	3	45	ICT 108

Carried Motion to approve the Computer Support Technician (CST) Certificate program, with the provision that course CST 212 returns to the table after review by ACKAC/CPAC.
 Brian Butler / Deb Stava

EC.144.3 **PCook 1—Keisha Reichert**

NEW PROGRAM: <input type="checkbox"/>	PROGRAM CHANGE: <input checked="" type="checkbox"/>	NEW CREDENTIAL: <input type="checkbox"/>
DATE: November 4, 2013		
PROGRAM NAME: Professional Cook 1		
PROPOSAL SUBMITTED BY: Keisha Reichert		
CAMPUS: Regional		
EFFECTIVE/START DATE: JULY 2014		
PROGRAM PREREQUISITES: <u>ENGLISH PREREQUISITE:</u> ENGLISH 10 OR ENGL 030 OR ENGL 032; AND <u>MATH PREREQUISITE:</u> ESSENTIALS OF MATH 10 (EMA 10) OR PRINCIPALS OF MATH 10 (PM 10) OR FOUNDATIONS AND PRE-CALCULUS 10 (FMP 10) OR APPLICATION OF MATH 10 (AMA 10) OR APPRENTICESHIP & WORKPLACE MATH 10 (AWM 10) OR MATH 0301/0302 OR MATH 032; OR GED OR SUCCESSFUL COMPLETION OF A CAT 3 ASSESSMENT; GRADE 12 RECOMMENDED COMPLETED TB SKIN TEST AND CHEST X-RAY (IF SKIN TEST SHOWS POSITIVE RESULT)		
BRIEF DESCRIPTION OF PROGRAM CHANGE (USE ATTACHMENT IF NECESSARY): Adding Prerequisite of Apprenticeship and Workplace Math 10 (AWM 10) to existing prerequisites. AWM 10 is a new course in K to 12 school system. Removing Prerequisite Food Safe Level 1 and adding it as a course to PC 1 Program.		

Removing Prerequisite Occupational First Aid Level 1 and adding it as a recommended course.

TOTAL PROGRAM CREDITS:

TOTAL PROGRAM HOURS:

840 Hours

PROPOSED NEW PROGRAM CURRICULUM (USE ATTACHMENT IF NECESSARY):

COURSE #	COURSE NAME	CREDITS	HOURS	PREREQUISITES
18109	Food Safe Level 1		8	
18110	Occupational Skills		84	
18111	Stocks, Soups and Sauces		109	
18112	Vegetables and Fruits		59	
18113	Starches		59	
18114	Meat		109	
18115	Poultry		84	
18116	Seafood		59	
18117	Garde-Manger		84	
18118	Egg, Breakfast Cookery and Dairy		42	
18119	Baked Goods and Desserts		84	
18120	Beverages		8	
	Exams		51	
TOTAL			840	

Carried

Motion to approve PCook 1 with the addition of Apprenticeship and Workplace Math 10 as a prerequisite, and the removal of Food Safe Level 1 and Occupational First Aid Level 1 as prerequisites.

Keisha Reichert / Ian Hamilton

EC.144.4 Community, Crime & Social Justice Certificate—Michael Brandt

NEW PROGRAM: <input type="checkbox"/>	PROGRAM CHANGE: <input checked="" type="checkbox"/>	NEW CREDENTIAL: <input type="checkbox"/>
DATE: October 29, 2013		
PROGRAM NAME: CCSJ		
PROPOSAL SUBMITTED BY: MICHAEL BRANDT		
CAMPUS: TERRACE, SMITHERS, PRINCE RUPERT		
EFFECTIVE/START DATE: SEPTEMBER 2014		

PROGRAM PREREQUISITES: Grade 12, including Grade 12 English (or its equivalent.)
Mature students without formal pre-requisites may be eligible for entry under the Learning Pathways program. See program coordinator. Candidates with employment experience in the criminal justice system may be eligible to obtain credit under the Prior Learning Assessment.

BRIEF DESCRIPTION OF PROGRAM CHANGE (USE ATTACHMENT IF NECESSARY):

Students can take ENG 101 OR ENG 151

TOTAL PROGRAM CREDITS: 33

TOTAL PROGRAM HOURS:

PROPOSED NEW PROGRAM CURRICULUM (USE ATTACHMENT IF NECESSARY):

COURSE #	COURSE NAME	CREDIT S	HOURS	PREREQUISITES	CO-REQUISITES
CRIM 101	Introduction To Criminology	3			
CRIM 103	The Psychology Of Crime And Deviance	3			
CRIM 104	Understanding Crime, Deviance And Society	3			
ENG 101 OR ENG 151	University Writing OR Technical Writing	3			
PSYC 101 OR SOCI 101	Introduction To Psychology I OR Introduction To Sociology I	3			
CRIM 131	Introduction To The Criminal Justice System	3			
CRIM 135	Introduction To Canadian Law	3			
CRIM 213	Women And Crime	3			
PSYC 102 OR SOCI 102	Introduction To Psychology II OR Introduction To Sociology II	3			
CRIM 230	Introduction To Criminal Law	3			
CRIM 198	Practicum	3			
Total:		33			

Motion to add English 151 to the Community, Crime & Social Justice (CCSJ) Certificate program as an optional course for the English requirement.

Carried

Reto Riesen / Rocque Berthiaume

Ec.144.5

Academic Calendar—Reading Week Dates 2015/16—Reto Riesen

Carried

Motion to reschedule the 2015/16 and 2016/17 UC reading breaks to take place after the 7th week of the semester.

Reto Riesen / Ian Hamilton

February 28, 2014

EC.146 **Adoption of the Agenda**
 Carried *Motion to adopt the agenda, as amended.*
 Rocque Berthiaume / Ian Hamilton

EC.147 **Approval of the Minutes from January 24, 2014**

Carried *Motion to pass minutes from January 24, 2014, as amended.*
 Rocque Berthiaume / Sherry Beal

EC-14-8.1 **ICT 212–Brian Butler**

PROGRAM: Computer Support Technician Certificate		DATE: November 15, 2013
COURSE ABBREVIATION & NUMBER: ICT 212	DATE OF EXPECTED FIRST OFFERING: January 5, 2014	NUMBER OF CREDITS: 3
LEVEL OF STUDY: <input checked="" type="checkbox"/> FIRST YEAR <input type="checkbox"/> SECOND YEAR <input checked="" type="checkbox"/> NOT APPLICABLE		GRADING FORMAT: <input checked="" type="checkbox"/> LETTER GRADE <input type="checkbox"/> CREDIT/NO CREDIT
COURSE TITLE: (Note: Student Records system stores 80 characters, prints 30) Web Development II		
TOTAL COURSE HOURS: 45	TOTAL LECTURE HOURS: N/A	TOTAL LAB HOURS: N/A
TOTAL PRACTICUM HOURS: N/A	OTHER: N/A	MAXIMUM ENROLMENT PER COLLECTIVE AGREEMENT: 20
PREREQUISITE: CST Certificate Program Admission, ICT 122–Fundamentals of Web Development		CO-REQUISITE: N/A
REQUIRED INSTRUCTOR QUALIFICATIONS: Master's degree or suitable combination of education, experience and professional accreditation.		
BRIEF DESCRIPTION OF CHANGE : N/A		

Carried *Motion to approve the new course ICT 212–Web Development II, as part of the Computer Support Technician Certificate.*
 Julia Moore / Debbie Stava

EC.14.9.1 **Board of Governors Schedule Conflict—Reto Riesen**
 Carried Motion to accept the Education Council meeting on May 2nd with a joint meeting invitation to First Nations Council.
 Rocque Berthiaume / Sherry Beal

EC.14.9.2 **Northern Collaborative Baccalaureate Nursing Program Policy Changes—Amanda Kirkham**

NEW PROGRAM: <input type="checkbox"/>		PROGRAM CHANGE: <input checked="" type="checkbox"/>		NEW CREDENTIAL: <input type="checkbox"/>	
DATE: Jan 27, 2014					
PROGRAM NAME: Nursing					
PROPOSAL SUBMITTED BY: Amanda Kirkham					
CAMPUS: Terrace					
EFFECTIVE/START DATE: SEPTEMBER 2014					
PROGRAM PREREQUISITES:					
BRIEF DESCRIPTION OF PROGRAM CHANGE (USE ATTACHMENT IF NECESSARY): CHANGE IN POLICY REGARDING ACADEMIC PERFORMANCE. SEE ATTACHED					
TOTAL PROGRAM CREDITS:			TOTAL PROGRAM HOURS:		
PROPOSED NEW PROGRAM CURRICULUM (USE ATTACHMENT IF NECESSARY):					
COURSE #	COURSE NAME	CREDITS	HOURS	PREREQUISITES	CO-REQUISITES
BIOL 131	Anatomy and Physiology	3	39	CHEM 11 or 040 or 0401/0402 and BIO 12 or	
NURS 101	Art and Science of Nursing	3	45T 12L 20C	None	
BIOL 132	Anatomy and Physiology 2	3	39	BIOL 131	
NURS 102	Communication in Nursing	3	30T 26L	None	
BIOL 133	Applied Microbiology	3	39	CHEM 11 or 040 or 0401/0402 and BIO 12 or	
BIOL 220	Pathophysiology	3	39	BIO 101/102 or BIO 131/132 and CHEM 11 or	
BIOL 222	Human Nutrition	3	39	BIO 101/102 or BIO 131/132 and CHEM 11 or	
NURS 205	Introduction to First Nations	3	39	Anth 102	

NURS 201	Intro to Health Assessment	4	45T 26L	NURS 101/102 and BIO 131/132	
BIOL 221	Pharmacology for Nurses	3	39	BIO 220	
NURS 203	Nursing and Families	3	39	NURS 101/102 and BIO 131/132	
NURS 215	Nursing Care of the Adult	8	39T 26L 156C	NURS 101, 102, 201 & BIO 131, 132, all with grade "C" or	NURS 201, 203, 205 and BIO 220, 221, 222 all
NURS 220	Extended Practicum	5	130	NURS 201, 203, 205, 210, 211 & BIO 220, 221,	
		46			

Summary of Changes:

Current Student Policy:

Students must obtain the minimum passing grade for all required Nursing and Health Sciences (NURS, HHSC or equivalent) courses as defined under "Qualification for Degree". Students who do not meet these criteria may repeat the course once. If, on the second attempt, the student does not meet the minimum passing grade, he/she will be required to withdraw from the program and will not be allowed to reapply to the program at any time in the future. For fourth year Clinical Focus courses, students may only attempt two courses in total, whether they be the same course or two different Clinical Focus courses.

Change to:

Students who have any combination of two instances of not meeting the minimum passing grade requirement, either in the same Year or in two consecutive Years, for NURS theory and/or practice courses, or required HHSC courses, or their equivalents, will be required to withdraw from the NCBNP program. A "Year" is comprised of all the mandatory NURS and HHSC (or equivalent) courses in a given Level (eg: Year 1 would include all 100 level courses listed under the Lower Division requirement in the Claendar) regardless of how long it takes the student to complete the courses. If students are required to withdraw in Year 1 or 2, they may reapply to the NCBNP after a minimum of 1 year, and if in Year 3 or 4, reapplication may occur after 3 years. Assessment will be performed on an individual basis by a joint committee of the UNBC School of Nursing, NWCC, and CNC, with no guarantee of readmission. If readmitted, students must begin the Program at Year 1 and repeat all NURS and HHSC (or equivalent) courses.

Students may be removed from a clinical setting due to "unsafe or unprofessional" performance/conduct, and may receive a grade of F in the clinical component of the course. When a student receives a grade of F for the clinical component of the course, the overall course grade will be computed on the basis of the grade achieved in all other components of the course, to a maximum grade of C-.

Students who withdraw from more than one NURS and/or HHSC course (or equivalent) in an academic year will be required to meet with the Program Coordinator at the institution they are currently attending to discuss whether the student is suited to continue in the program. Consultation must occur with and permission granted by the Program Coordinator before the student will be allowed to register in subsequent courses.

Carried

Motion to approve the change in policy regarding academic performance.

Debbie Stava / Julia Moore

NEW PROGRAM: <input type="checkbox"/>	PROGRAM CHANGE: X	NEW CREDENTIAL: <input type="checkbox"/>			
DATE: January 27, 2014					
PROGRAM NAME: NURSING					
PROPOSAL SUBMITTED BY: AMANDA KIRKHAM					
CAMPUS: TERRACE					
EFFECTIVE/START DATE: SEPTEMBER 2014					
PROGRAM PREREQUISITES:					
BRIEF DESCRIPTION OF PROGRAM CHANGE (USE ATTACHMENT IF NECESSARY): CHANGE TO THE ADMISSION REQUIREMENTS FOR LPN ACCESS STUDENTS AS THERE HAS BEEN A CHANGE IN LPN CURRICULUM. GIVE NEW LPN ELIGIBILITY FOR 3 ADDITIONAL CREDITS. CURRENTLY, BASED ON ASSESSMENT THROUGH THE COLLABORATIVE, STUDENTS MAY BE GRANTED 24 CREDITS IN OUR PROGRAM. WITH THIS CHANGE, IF THEY ARE GRADUATES FROM THE NEW LPN CURRICULUM, THEY CAN ALSO BE ASSESSED FOR 3 ADDITIONAL CREDITS (FROM THE PHARMACOLOGY COURSE.)					
TOTAL PROGRAM CREDITS:		TOTAL PROGRAM HOURS:			
PROPOSED NEW PROGRAM CURRICULUM (USE ATTACHMENT IF NECESSARY):					
COURSE #	COURSE NAME	CREDITS	HOURS	PREREQUISITES	CO-REQUISITES
BIO 221	Pharmacology for Nurses	3	39	BIO 220	

Carried Motion to accept the policy of increase transfer credit for LPN students.
 Reto Riesen / Sherry Beal

March 28, 2014
EC.14.11 Adoption of the Agenda

Carried *Motion to adopt the agenda, as amended.*
 Reto Riesen / Ian Hamilton

EC.14.12 Approval of the Minutes from February 28th, 2014

Carried *Motion to pass minutes from February 28th, 2014.*
 Reto Riesen / Rocque Berthiaume

EC.14.14.4 A5 Terms of Reference

Carried *Motion to approve the A5 Terms of Reference.*
 Ann Marie Merkel / Reto Riesen

May 2, 2014—Joint Meeting with First Nations Council
EC.14.16 Adoption of the Agenda

Carried *Motion to adopt the agenda, as amended.*
 Regina Saimoto / Chris Gee

EC.14.17 Approval of the Minutes from March 28, 2014

Carried *Motion to pass minutes from March 28, 2014.*
 Mercedes de la Nuez / Keisha Reichert

EC.14.18.1 Roles of Education Council and First Nations Council

Carried *Motion to hold a joint annual meeting among Education Council, First Nations Council and the Board of Governors to identify and collaborate on the common visioning for the College.*
 Priscilla Michell / Dave McKeever

EC.14.18.2 PCook 2—Keisha Reichert


 Curriculum/Program Articulation Committee
 CPAC
 NEW OR CHANGED PROGRAM SUMMARY

NEW PROGRAM: <input type="checkbox"/>	PROGRAM CHANGE: <input checked="" type="checkbox"/>	NEW CREDENTIAL: <input type="checkbox"/>		
DATE:				
PROGRAM NAME: Professional Cook 2				
PROPOSAL SUBMITTED BY: Keisha Reichert				
CAMPUS: Regional				
EFFECTIVE/START DATE: JULY 2014				
PROGRAM PREREQUISITES: Professional Cook 1 ITA Certification TB Skin Test and Chest X-ray(if skin test shows positive) Food Safe Level 1				
BRIEF DESCRIPTION OF PROGRAM CHANGE (USE ATTACHMENT IF NECESSARY): ADDING PREREQUISITE OF TB SKIN TEST AND CHEST X-RAY (IF SKIN TEST SHOWS POSITIVE) ADDING PREREQUISITE FOOD SAFE LEVEL 1 REMOVING COMPUTER STUDIES 0401 REMOVING ENGLISH 0451 TOTAL PROGRAM HOURS 420 (FROM 450)				
TOTAL PROGRAM CREDITS:		TOTAL PROGRAM HOURS: 420		
PROPOSED NEW PROGRAM CURRICULUM (USE ATTACHMENT IF NECESSARY):				
COURSE #	COURSE NAME	CREDITS	HOURS	PREREQUISITES
28121	Occupational Skills		42	
28122	Stocks, Soups and Sauces		55	
28123	Vegitables and Fruits		42	
28124	Starches		42	
28125	Meats		55	
28126	Poultry		42	
28127	Seafood		29	
28128	Garde Manger		42	
28129	Baked Goods and Desserts		42	
	Exams		29	
Total			420	

Motion to accept the PCook 2 program with changes.

Carried

Keisha Reichert / Sherry Beal

NEW PROGRAM: <input type="checkbox"/>		PROGRAM CHANGE: X		NEW CREDENTIAL: <input type="checkbox"/>	
DATE: Jan 27, 2014					
PROGRAM NAME: NCBNP					
PROPOSAL SUBMITTED BY: Amanda Kirkham					
CAMPUS: Terrace					
EFFECTIVE/START DATE: 2014-15 ACADEMIC YEAR					
PROGRAM PREREQUISITES:					
BRIEF DESCRIPTION OF PROGRAM CHANGE (USE ATTACHMENT IF NECESSARY): CHANGE IN LETTER OF PERMISSION					
TOTAL PROGRAM CREDITS:			TOTAL PROGRAM HOURS:		
PROPOSED NEW PROGRAM CURRICULUM (USE ATTACHMENT IF NECESSARY):					
COURSE #	COURSE NAME	CREDITS	HOURS	PREREQUISITES	
BIOL 131	Anatomy and Physiology	3	39		
NURS 101	Art and Science of Nursing	3	45T12L20	None	
BIOL 132	Anatomy and Physiology 2	3	39	BIOL 131	
NURS 102	Communication in Nursing	3	30T 26L	None	
BIOL 133	Microbiology	3	39		
BIOL 220	Pathophysiology	3	39		
BIOL 222	Human Nutrition	3	39		
NURS 205	Introduction to First Nations Health	3	39	Anth 102	
NURS 201	Intro to Health Assessment	4	45T 26L		
BIOL 221	Pharmacology for Nurses	3	39		
NURS 203	Nursing and Families	3	39		
NURS 215	Nursing Care of the Adult	8		Hrs: 39T 26L 156C	
NURS 220	Extended Practicum	5	130	All first and Second year courses	
TOTAL		46			

Letter of Permission

Once admitted to the Northern Collaborative Baccalaureate Nursing program, students who want to take course work at other institutions for transfer credit towards the Bachelor of Science in Nursing degree will require a Letter of Permission prior to registration in the course. Students who have committed an academic offense may not be eligible to obtain a Letter of Permission for subsequent

coursework in the Northern Collaborative Baccalaureate Nursing Program. Students should contact the Nursing Advisor at the institution they are currently attending for further information. (Refer to Academic Regulation 19 in the UNBC Calendar).

Rationale:

Nursing students who have committed an academic offense such as plagiarism have not only violated the ethical standards of the institution, they have also violated the Standards of Professional Conduct as set forth in the current CRNBC Professional Standards for Registered Nurses and Nurse Practitioners and the Canadian Nurses Association (CNA) Code of Ethics for Registered Nurses. Violation of professional standards may result in suspension or dismissal from the program or the educational institution. After committing an academic offense, students sometimes attempt to finish coursework elsewhere in order to avoid having to take further coursework at UNBC. In the case of having to repeat a course, the School of Nursing cannot monitor if the student is resubmitting previously completed coursework to another institution. Since the Chair of the School of Nursing has to verify with CRNBC at the time of graduation that the student is 'of good character and fit to engage in the practice of registered nursing', the School needs to be able to monitor students who have demonstrated questionable conduct.

Key words in motion: may not be eligible

Carried Motion to accept the change in Letter of Permission policy for the NCBNP.
 Amanda Kirkham / Mercedes de la Nuez

EC.14.18.4 2014-15 Meeting Schedule

Carried Motion to accept the 2014-15 Education Council meeting schedule, with the joint meeting date change.
 Ian Hamilton / Keisha Reichert

May 30, 2014

EC.14.21 Adoption of the Agenda

Carried Motion to adopt the agenda as presented.
 Keisha Reichert / Phil Bialobzyski

EC.14.22 Approval of the Minutes from May 2, 2014

Carried Motion to pass minutes from May 2ND.
 Debbie Stava / Ian Hamilton

EC.1423.1 CCP Math 047—Phil Bialobzyski

New Course Changed Course

Program: CAREER AND COLLEGE PREPARATION		Date of Submission: MAY 1, 2014
Course Abbreviation & Proposed Number: Math 047	Date Of Expected First Offering: September 2014	No. of Credits: 6
Level Of Study: <input type="checkbox"/> First Year <input type="checkbox"/> Second Year <input checked="" type="checkbox"/> Not Applicable		Grading Format: <input checked="" type="checkbox"/> Letter Grade <input type="checkbox"/> Credit/No Credit
Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) Advanced Foundations of Mathematics		
Total Course Hours: 120 INSTRUCTOR-LED	Total Lecture Hours: 120	Total Lab Hours: 0
Total Practicum Hours: N/A	Other:	Max Enrollment Per Collective Agreement: 20
Prerequisites: Math 0302 or Math 033 or Math 032 or Principles Math 10 or Apprenticeship and Workplace Mathematics 10 or Foundations of Math or Pre-calculus 10 or placement at the advanced level.		Co-Requisite: NONE
Required Instructor Qualifications: Bachelor degree in a closely related discipline, Masters preferred. Recommended teaching credential (PID or other teaching certification) and experience teaching in adult education.		
Brief description of course change (use attachment if necessary): We would like to add this course to the articulation guide as it is a commonly accepted course to University/College programs around the province and can be used towards the Adult Dogwood Diploma.		

Motion to accept the new course MATH 047.

Carried Phil Bialobzyski / Tanya Helton

EC.1424.1 Welder Foundation—Keisha Reichert

NEW PROGRAM: <input type="checkbox"/>	PROGRAM CHANGE: <input checked="" type="checkbox"/>	NEW CREDENTIAL: <input type="checkbox"/>
DATE: April 29, 2014		
PROGRAM NAME: Welder Foundation		
PROPOSAL SUBMITTED BY: Keisha Reichert		
CAMPUS: Regional		

EFFECTIVE/START DATE: SEPT 2, 2014

PROGRAM PREREQUISITES:

English Prerequisite: English 10 or ENGL 030 or ENGL 032; **and**
Math Prerequisite: Essential of Math 10 (EMA 10) or Principles of Math 10 (PM 10) or Foundations and Pre-Calculus 10 (FMP10) or Application of Math 10 (AMA 10) or Apprentice & Workplace Math 10 (AWM 10) or MATH 0301/0302 or MATH 032;

or GED or successful completion of a CAT 3 Assessment;
or Permission of Instructor.

Grade 12 recommended.

BRIEF DESCRIPTION OF PROGRAM CHANGE (USE ATTACHMENT IF NECESSARY):

Adding prerequisite of Apprentice & Workplace Math 10 (AWM 10) to existing prerequisites. AWM 10 is a new course in K to 12 school system.

Name Change From Welding C to Welder Foundation as per ITA Program Change.

Welder Foundation students are no longer automatically registered with ITA as Apprentices.

TOTAL PROGRAM CREDITS:

TOTAL PROGRAM HOURS

840

PROPOSED NEW PROGRAM CURRICULUM (USE ATTACHMENT IF NECESSARY):

COURSE #	COURSE NAME	CREDITS	HOURS	PREREQUISITES
	Occupational Skills		152	
	Oxy-Fuel Cutting and Gouging Processes		59	
	Fusion and Braze Welding Using Oxy-fuel Process		25	
	Shielded Metal Arc Welding		210	
	Electric Arc Cutting, Gouging and Related Processes		42	
	Semi-Automatic Welding		168	
	Basic Metallurgy		42	
	Welding Drawings		67	
	Layout and Fabricate Components		67	
	Submerged Arc Welding		8	
Total			840	

Carried

Motion to accept the Welder Foundation program with the new ITA changes.

Keisha Reichert / Ann Marie Merkel

NEW PROGRAM: <input type="checkbox"/>	PROGRAM CHANGE: <input checked="" type="checkbox"/>	NEW CREDENTIAL: <input type="checkbox"/>		
DATE: April 29, 2014				
PROGRAM NAME: Heavy Mechanical Foundation Program				
PROPOSAL SUBMITTED BY: Keisha Reichert				
CAMPUS: Regional				
EFFECTIVE/START DATE: SEPT 2, 2014				
PROGRAM PREREQUISITES: <u>English Prerequisite:</u> English 10 or ENGL 030 or ENGL 032; and <u>Math Prerequisite:</u> Essential of Math 10 (EMA 10) or Principles of Math 10 (PM 10) or Foundations and Pre-Calculus 10 (FMP10) or Application of Math 10 (AMA 10) or Apprentice & Workplace Math 10 (AWM 10) or MATH 0301/0302 or MATH 032; or GED or successful completion of a CAT 3 Assessment; or Permission of Instructor. Grade 12 recommended.				
BRIEF DESCRIPTION OF PROGRAM CHANGE (USE ATTACHMENT IF NECESSARY): Name change from Heavy Duty Equipment Technician/ Commercial Transport to Heavy Mechanical Trades – ITA Program Change New Program will give students credit for Level 1 Transport Truck Technician, Truck and Transport Mechanic, Heavy Duty Equipment Technician and Diesel Engine Mechanic. Adding prerequisite of Apprentice & Workplace Math 10 (AWM 10) to existing prerequisites. AWM 10 is a new course in K to 12 school system. Extending program length to 36 weeks as per ITA change to New HMF program guidelines. Students receive credit for Level 1 as per ITA change to New HMF program guidelines.				
TOTAL PROGRAM CREDITS:		TOTAL PROGRAM HOURS		
PROPOSED NEW PROGRAM CURRICULUM (USE ATTACHMENT IF NECESSARY):				
COURSE #	COURSE NAME	CREDITS	HOURS	PREREQUISITES
	Occupational Skills		324	
	Brakes		130	
	Hydraulics		65	
	Electrical		108	
	Frames, Steering and Suspension		162	
	Trailer		65	
	Heating, Ventilation and Air Conditioning		32	

	Engines and Supporting Systems		97	
	Powertrains		86	
	Structural Components and Accessories		11	
TOTAL			1080	

Carried Motion to accept the changes to the Heavy Mechanical Foundation program.
 Keisha Reichert / Julia Moore

EC.14.24.3 CLAR 116—Keisha Reichert

<input type="checkbox"/> New Course <input checked="" type="checkbox"/> Changed Course			
Program: CULINARY ARTS Certificate PROGRAM		Date of Submission: March 23, 2014	
Course Abbreviation & Proposed Number: CLAR 116	Date Of Expected First Offering: July 2014	No. of Credits: 2	
Level Of Study: X First Year <input type="checkbox"/> Second Year <input type="checkbox"/> Not Applicable		Grading Format: X Letter Grade <input type="checkbox"/> Credit/No Credit	
Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) Interpersonal Communications 116			
Total Course Hours: 60	Total Lecture Hours: 60	Total Lab Hours:	
Total Practicum Hours:	Other:	Max Enrollment Per Collective Agmnt: 18	
Prerequisite: ENGLISH PREREQUISITE: ENGLISH 10 OR ENGL 030 OR ENGL 032; AND MATH PREREQUISITE: ESSENTIALS OF MATH 10 (EMA 10) OR PRINCIPALS OF MATH 10 (PM 10) OR FOUNDATIONS AND PRE-CALCULUS 10 (FMP 10) OR APPLICATION OF MATH 10 (AMA 10) OR APPRENTICESHIP & WORKPLACE MATH 10 (AWM 10) OR MATH 0301/0302 OR MATH 032; OR GED OR SUCCESSFUL COMPLETION OF A CAT 3 ASSESSMENT; GRADE 12 RECOMMENDED COMPLETED TB SKIN TEST AND CHEST X-RAY (IF SKIN TEST SHOWS POSITIVE RESULT)		Co-Requisite:	
Required Instructor Qualifications: Degree in English, familiarity with workplace pertinent to students' program.			

Brief description of course change (use attachment if necessary):

- Course name change to CLAR 116, course has moved into first year program to be offered to students at the beginning of the program to teach them communication skills before they enter the kitchen environment.
- Added prerequisites to match PCook 1

Carried

Motion to accept the changes to the course CLAR 116.

Keisha Reichert / Kerry Clarke

EC.14.24.4 **SSW Elective/SSW 197—Marja Burrows**

NEW PROGRAM: <input type="checkbox"/>	PROGRAM CHANGE: <input checked="" type="checkbox"/>	NEW CREDENTIAL: <input type="checkbox"/>
DATE: April 23, 2014		
PROGRAM NAME: Social Service Worker Certificate Program		
PROPOSAL SUBMITTED BY: Marja Burrows		
CAMPUS: All		
EFFECTIVE/START DATE: JUNE, 2014		
<p>PROGRAM PREREQUISITES:</p> <p>Certificate Program</p> <p>Admission to this program is on a course-by-course basis. Applicants to this program must meet the prerequisites for the individual courses in which they wish to enrol. Applicants with English 12 or First People's English 12 , ENGL 050, ENGL 055 or satisfactory placement on the CAT 3 test will meet the prerequisites for SSW 112.</p> <p>All students admitted to the SSW Certificate program will be required to take the CAT English Assessment test.</p> <p>For SSW 191, in addition to this English prerequisite, applicants must also supply:</p> <ol style="list-style-type: none"> 1. Two reference forms from an employer, volunteer supervisor, teacher or human service professional, attesting to the applicant's personal suitability for work in human services; a work/volunteer experience resumé and a written statement describing career goals, special interests and reasons for seeking entrance to the program; 2. Documentation of a minimum of 45 hours of satisfactory work or volunteer experience in a human service agency related to the training program within the last three years; 3. Students should be aware that a Criminal Record Search is required before they can obtain a practicum placement and that the presence of certain crimes on the record would make practicum placement, graduation and subsequent employment impossible. (CRS may take up to eight weeks.) 4. Completed criminal record check as per the Criminal Record Review Act. <p>Applicants planning to apply to a School of Social Work (e.g. UNBC or UVic) or Child and Youth Care should consult with that university in order to take the appropriate university credit electives.</p>		

BRIEF DESCRIPTION OF PROGRAM CHANGE (USE ATTACHMENT IF NECESSARY): The proposed change is the <u>removal of the UC / SSW elective in the certificate year</u> . This would impact the course outline for SSW 197 as the elective is currently part of the pre-requisites for SSW 197. The changes for SSW 197 are from: "Successful completion of the following courses of the Social Service Worker program-LPAT 100, ENG 101, SSW 112, SSW 191, PSYC 101, SOCI 101, CPSC 111, ANTH 112, SSW 113, SSW 192, PSYC 102, SOCI 102, and 1 UC or SSW elective with a minimum GPA of 2.0." to "Successful completion of the following courses of the Social Service Worker program-LPAT 100, ENG 101, SSW 112, SSW 191, PSYC 101, SOCI 101, CPSC 111, ANTH 112, SSW 113, SSW 192, PSYC 102, SOCI 102, with a minimum overall GPA of 2.0."				
TOTAL PROGRAM CREDITS: 40			TOTAL PROGRAM HOURS: 780	
PROPOSED NEW PROGRAM CURRICULUM (USE ATTACHMENT IF NECESSARY): SEE ATTACHMENT				
COURSE #	COURSE NAME	CREDITS	HOURS	PREREQUISITES
SSW 112	Interpersonal Communication	3	45	ENGL 12, or ENGL 050, or ENGL 055, or satisfactory performance on CAT III test
SSW 191	Introduction to Social Service Agencies	3	45	ENGL 12 or ENGL 055, ENGL 050 or satisfactory placement on the CAT III test; 45 hours of satisfactory work/volunteer experience in a human service agency within the last 3 years; 2 satisfactory references; criminal record check
SSW 113	Helping Skills	3	45	SSW 112
SSW 192	Introduction to Social Service Practice	3	45	Successful completion of coursework from the fall semester of the social service worker certificate program-ENGL 101, SSW 112, SSW 191, PSYC 101, SOCI 101, with a minimum overall GPA of 2.0
SSW 197	Social Service Worker Practicum I	3	180	Successful completion of the following courses of the Social Service Worker program-LPAT 100, ENG 101, SSW 112, SSW 191, PSYC 101, SOCI 101, CPSC 111, ANTH 112, SSW 113, SSW 192, PSYC 102, SOCI 102, and 1 UC or SSW elective with a minimum overall GPA of 2.0.
CPSC 111	Introduction to Computer Science	3	3 lecture; 3 lab	
LPAT 100	Student Success	1	15	
ENG 101	Introduction to Composition	3	45	
PSYC 101	Introductory Psychology I	3	45	
PSYC 102	Introductory Psychology II	3	45	

SOCI 101	Introductory Sociology I	3	45	ENG 12 or equivalent
SOCI 102	Introductory Sociology II	3	45	SOCI 101 or permission of instructor
ANTH 112	First Nations of BC	3	45	
TOTAL		37	735	

<input type="checkbox"/> New Course <input checked="" type="checkbox"/> Changed Course		
Program: SOCIAL SERVICE WORKER CERTIFICATE		Date of Submission: April 23, 2014
Course Abbreviation & Proposed Number: SSW 197	Date Of Expected First Offering: April 2015	No. of Credits: 3
Level Of Study: <input checked="" type="checkbox"/> First Year <input type="checkbox"/> Second Year <input type="checkbox"/> Not Applicable		Grading Format: <input type="checkbox"/> Letter Grade <input checked="" type="checkbox"/> Credit/No Credit
Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) Social Service Worker Practicum I		
Total Course Hours:	Total Lecture Hours:	Total Lab Hours:
Total Practicum Hours: 180	Other:	Max Enrollment Per Collective Agmnt: 16 /section
Prerequisite Successful completion of the following courses of the Social Service Worker program-LPAT 100, ENG 101, SSW 112, SSW 191, PSYC 101, SOCI 101, CPSC 111, ANTH 112, SSW 113, SSW 192, PSYC 102, SOCI 102, with a minimum overall GPA of 2.0.		Co-Requisite: NONE
Required Instructor Qualifications A MINIMUM OF A MASTERS DEGREE IN SOCIAL WORK OR A RELATED MASTERS DEGREE WITH A BACHELORS DEGREE IN SOCIAL WORK.		
Brief description of course change (use attachment if necessary): Change pre-requisites from: "Successful completion of the following courses of the Social Service Worker program-LPAT 100, ENG 101, SSW 112, SSW 191, PSYC 101, SOCI 101, CPSC 111, ANTH 112, SSW 113, SSW 192, PSYC 102, SOCI 102, and 1 UC or SSW elective with a minimum GPA of 2.0." to "Successful completion of the following courses of the Social Service Worker program-LPAT 100, ENG 101, SSW 112, SSW 191, PSYC 101, SOCI 101, CPSC 111, ANTH 112, SSW 113, SSW 192, PSYC 102, SOCI 102, with a minimum overall GPA of 2.0."		

Motion to accept the removal of the elective from the SSW certificate program, from the course SSW 197 and from the program divisor.

Carried

Marja Burrows / Tanya Helton

EC.14.24.5 SOSC 040—Gordon Urban

<input type="checkbox"/> New Course <input checked="" type="checkbox"/> Changed Course		
Program: CCP		Date of Submission: May 8, 2014
Course Abbreviation & Proposed Number: SOSC 040	Date Of Expected First Offering: September 2, 2014	No. of Credits: 6
Level Of Study: <input type="checkbox"/> First Year <input type="checkbox"/> Second Year <input checked="" type="checkbox"/> Not Applicable		Grading Format: <input checked="" type="checkbox"/> Letter Grade <input type="checkbox"/> Credit/No Credit
Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) Advanced Social Science (online)		
Total Course Hours: 120	Total Lecture Hours: N/A	Total Lab Hours: N/A
Total Practicum Hours: N/A	Other: N/A	Max Enrollment Per Collective Agmnt: 20
Prerequisite: English 10 (NWCC ENGL 030) or equivalent or permission of instructor.		Co-Requisite: N/A
Required Instructor Qualifications: Bachelor's degree in a closely related discipline plus an education degree (i.e. Provincial Teaching Certificate) coupled with at least five years of adult education instruction. A Master's degree in Adult Education is preferred.		
Brief description of course change (use attachment if necessary): Conversion to online delivery using a new textbook with e-text capabilities.		

Motion to accept the change in mode of delivery to the course SOSC 040.

Carried Gordon Urban / Tanya Helton

EC.14.24.6 CCP Math 046—Phil Bialobzyski

<input type="checkbox"/> New Course <input checked="" type="checkbox"/> Changed Course		
Program: CCP		Date of Submission: May 9 th , 2014
Course Abbreviation & Proposed Number: MATH 046	Date Of Expected First Offering:	No. of Credits: 6
Level Of Study: <input type="checkbox"/> First Year <input type="checkbox"/> Second Year <input checked="" type="checkbox"/> Not Applicable		Grading Format: <input checked="" type="checkbox"/> Letter Grade <input type="checkbox"/> Credit/No Credit
Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) Advanced Business/Technical Math		
Total Course Hours: 120	Total Lecture Hours: N/A	Total Lab Hours: N/A

Total Practicum Hours: N/A	Other: N/A	Max Enrollment Per Collective Agmnt: 20
Prerequisite: Math 0302, or Math 032, or Math 033, or Principles of Math 10, or Foundations of Math and Pre-Calculus 10, or placement at the advanced level.		Co-Requisite: N/A
Required Instructor Qualifications: Bachelor's degree in a closely related field, Master's preferred. Recommended teaching credential (PID or other teaching certification) and experience teaching in adult education.		
Brief description of course change (use attachment if necessary): Change in passing grade to 50%, from 75%, for each module.		

Carried

Motion to accept the change in passing grade from 75% to 50% for the course MATH 046.
 Phil Bialobzyski / Ian Hamilton

EC.14.24.7 CPST 040—Phil Bialobzyski

<input type="checkbox"/> New Course <input checked="" type="checkbox"/> Changed Course		
Program: CCP		Date of Submission: May 9 th , 2014
Course Abbreviation & Proposed Number: CPST 040	Date Of Expected First Offering: January 2015	No. of Credits: 4.5
Level Of Study: <input type="checkbox"/> First Year <input type="checkbox"/> Second Year <input checked="" type="checkbox"/> Not Applicable		Grading Format: <input checked="" type="checkbox"/> Letter Grade <input type="checkbox"/> Credit/No Credit
Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) Advanced Computer Studies		
Total Course Hours: 90	Total Lecture Hours: N/A	Total Lab Hours: N/A
Total Practicum Hours: N/A	Other: N/A	Max Enrollment Per Collective Agmnt: 20 Self-paced / 16 Instructor-led
Prerequisite: CPST 030		Co-Requisite: N/A
Required Instructor Qualifications: Bachelor's or Master's degree, and Instructional Experience, prefer teaching credential (B.ED, M.ED or PID)		
Brief description of course change (use attachment if necessary): Refresh learning outcomes to be consistent with ABE Articulation Handbook 2013/14. Revise delivery to include option of alternative modes (i.e. D2L, blended.) Textbook change to be more relevant and cost effective.		

Carried

Motion to accept the changes to the course CPST 040.
 Phil Bialobzyski / Julia Moore



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