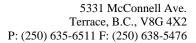




# SUMMARY OF MOTIONS FOR EDUCATION COUNCIL September 2014 - August 2015

	September 26 <sup>th</sup>						
EC.14-1	Adoption of Agenda						
	Motion to adopt the agenda as amend	led.					
Carried	Chris Gee / Kim McIntyre						
EC.14-2	Approval of the Minutes from Ma	ay 30, 2014					
	Motion to pass minutes from May 30,	2014					
	Debbie Stava / Julia Moore	, 2017.					
Carrica	Debble Stava / Julia Moore						
EC.14-4.4	MPO Program Change Approval	(From CPAC)					
	Γ	T	Т				
	NEW PROGRAM: X	PROGRAM CHANGE: □	New Credential: □				
	DATE: October 31, 2013						
	PROGRAM NAME: Mineral Processing Opera	ator Program					
	PROPOSAL SUBMITTED BY: Danielle Smyth						
	CAMPUS: Smithers and Houston						
	Effective/Start Date: Sept 2014						
	PROGRAM PREREQUISITES:						
	The full Mineral Processing Operator pr qualifications for a Mineral Processing C		nployers' recruitment				
	Learners must complete an interview (or be used as basis for admission; the pur and mine workplace).						
	Admission Requirements:  1. Must have Grade 12, GED, or	equivalent (does not include Evergre	een Certificate).				
	Additional Information for Students						





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.

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.

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/Tagout Procedures.

BRIEF DESCRIPTION OF PROGRAM CHANGE (USE ATTACHMENT IF NECESSARY):					
TOTAL PROGRAM CREDITS:	Total Program Hours: 366				

#### PROPOSED NEW PROGRAM CURRICULUM (USE ATTACHMENT IF NECESSARY):

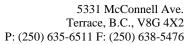
COURSE #	COURSE NAME	CREDITS	HOURS	PREREQUISITES	CO- REQUISITES
MPO 100	Resource Safety and Certification	3.0	40		
	OFA Level 1     Certificate		8		
	First Aid     Transportation		8		
	H2S Alive     Certificate		8		
	WHMIS     Certificate		4		
	<ul> <li>Confined Space Certificate</li> </ul>		4		
	<ul> <li>Fall Protection Certificate</li> </ul>		4		
	<ul> <li>Lock-Out/Tag- Out Procedures</li> </ul>		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



Carrica	Chris Gee	e / Dave Micheever				
Carried		adopt the agenda, as amended. e / Dave McKeever				
EC.14-36	Adoption	of Agenda				
	October 2					
Carried	Reto Ries	en / Chris Gee				
		suspend the Education Policy Com entation at the College Policy Cor		til further no	tice and that Educ	cation Council
EC.14-4.6	Education	n Policy Committee				
	Decline-1	l				
	Approve-	-8				
	Abstain-1	1				
Carried	Operator F Regina Sa	Program. imoto / Reto Riesen				
	Motion to	accept the removal of the drive	r's license	requiremer	nt from the Mine	eral Processing
		TOTAL	25.5	366		
	MPO 199	Mine Site Practicum (optional)		included in program hours)		
	107	Software CD1	6.0	90 (not		
	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 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 105	Grinding Processes – METSO Software CBT	2.5	36	-Completion of MPO 101, 102, and 103	MPO 100 - Resource Safety and Certification
	MPO 104	Introduction to Ore Processing Methods	2.5	36	-Completion of , MPO 101, MPO 102	MPO 100 - Resource Safety and Certification
	MPO 103	Mine Workplace Safety			-Completion of MPO 100, MPO 101	-Lock-Out / Tag- out Procedures OR MPO 100

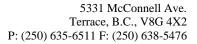


EC.14-37	Approval of the Minutes from September 26 <sup>th</sup>
Carried	Motion to pass minutes from September $26^{th}$ .
	Reilly Walker / Julia Moore
EC.14-38.2	Suspension/Cancelation Policy
	Motion to refer the "Deletion or Relocation of College Programs" policy to the Education Policy Committee. EPC should consider separating the current policy into two and present drafts at the next EDCO meeting.
Carried	Alice Maitland / Ann Marie Merkel
EC.14-40.3	A5 - Ann Marie Merkel
Carried	Motion to approve the Transfer Credit Policy.
	Ann Marie Merkel / Reilly Walker
	November 28 <sup>th</sup>
EC.14.41	Adoption of Agenda
Carried	Motion to adopt the agenda, as amended. Reto Riesen / Reilly Walker
EC.14.42	Approval of Minutes from October 24 <sup>th</sup>
Carried	Motion to pass minutes from October 24, as amended Kim McIntyre / Chris Gee
EC.14.43	Summary of Motions 2013-14
Carried	Motion to approve the Summary of Motions 2013-14. Reilly Walker / Julia Moore
EC.14-43.2	Bi-Election Update
	All student seats have been filled. The three vacancies in the faculty/support positions still remain. The Health Program seat may be filled, but not officially.



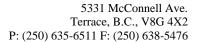


EC.1443.3	ICT Program Update–1	ICT Program Update—Tanya Rexin							
Tabled	Motion to delete the ICT Program.  Tanya Rexin / Debbie Stava								
E.C.14-44.1	Physics 0501/0502—New 0	Courses-	-Ken Shaw (CPA	.C)					
Carried	Motion to approve the new co Rocque Berthiaume / Kin		-	02.					
	Program:			Da	ate of Submission:				
	CAREER AND COLLEGE P	REPARA	ATION	0	ctober 27, 2014				
	Course Abbreviation & Propo Number: Physics 0501								
	Level Of Study:  ☐ First Year ☐ Second Year	Grading Format: X Letter Grade □ Credit/No Credit							
	Course Title: (Note: Studen Provincial Level Physics I	t Record	ds System Stores 80	Chara	acters, Prints 30)				
	Total Course Hours: 60 (SELF-PACED)	Total Lecture Hours: 52		To 8	otal Lab Hours:				
	Total Practicum Hours:				ax Enrollment Per Collective Agmnt )				
	Prerequisite: Physics 040 or Physics 11; Math 0401/042 or Math 043 or Principles of Math 11 or Foundations of Math 11; or permission of the instructor.								
	Required Instructor Qualifications  B.Ed.in Secondary Education (physics) or a Bachelor Degree in a closely related discipline and a B.Ed.								
	Brief description of course ch	nange (u	se attachment if nec	essar	y):				
	Modularization of existing Phoutcomes to meet provincial			ed de	elivery and updating of learning				



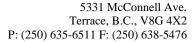


	Program:  CAREER AND COLLEGE PR	FPARATIO	ON		Date of Submission: October 27, 2014			
	Course Abbreviation & Propos Number: Physics 0502	sed Da	ate Of Expe fering: nuary 2015	cted Firs				
	Level Of Study:  ☐ First Year ☐ Second Year	111/5145 56 52				redit		
	Provincial Level Physics II	Provincial Level Physics II						
	Total Course Hours: 60 (SELF-PACED)	52	ture Hours:	8	Total Lab Hours:			
	Total Practicum Hours: 0	Other: 0			Max Enrollment Per Collecti 20	ve Agmnt:		
	11; Math 0401/042 or Math 04	Prerequisite: Physics 0501 or Physics 040 or Physics 11; Math 0401/042 or Math 043 or Principles of Math 11 or Foundations of Math 11; or permission of the instructor.						
	Required Instructor Qualifications  B.Ed.in Secondary Education (physics) or a Bachelor Degree in a closely related discipline and a B.Ed.							
	Modularization of existing Physical	Brief description of course change (use attachment if necessary):  Modularization of existing Physics 050 course for self-paced delivery and updating of learning outcomes to meet provincial ABE requirements.						
d	Motion to strike a working grow Terms of Reference and practic Rocque Berthiaume / Kim	es and bri	ng forward					
1-44.2	LPAT 106–New Course–Ta	nya Rexi	n (CPAC)	)				
d	Motion to accept the new cours Angela Sampson / Lothlan		106.					
	Program: Learning Pathways LPAT							
	Course Abbreviation &	Course Abbreviation & Date Of Expected First Offering:				No. of Credits:		
	LPAT 106	Fall 2	2014		Grading Format:  □ Letter Grade X Credit/No Credit			





	Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) Driver Success							
	Total Course Hours: 15			ture Hours: Total La		Hours:		
	Total Practicum Hours:	Other:		Max E Agree 16		ment Per Collective t:		
	Prerequisite: None			Co-Re None	equis	ite:		
	Required Instructor Qualifications:  Bachelor of Education; training in developmental adult education and/or Special Education/differential instruction preferred.  Brief description of course change (use attachment if necessary):  This 15-hour course is designed to introduce developmental/low literacy level students to basic driving concepts and study skills to prepare learners to write the BC Drivers knowledge exam. Course material is designed for learners that require more support and time to master concepts.							
EC.14-44.3	ENTR 150, 151 & 152-N	New Cours	ses–Dave Mc	Keeve	r (C)	PAC)		
	Motion to approve the new coupdates.  Dave McKeever / Lothlan  Program: Business Adm	Olson		and I.	Da	ncluding the math prerectation of Submission: Oc		
	Course Abbreviation & Pr Number: ENTR 150	oposed	Date Of Exp Offering 2015W or			No. of Credits:		
	Level Of Study:  X First Year □ Second			,		ding Format: etter Grade □ Credit/I	No Credit	
	Course Title: Introduction	on to En	trepreneursl	hip	1			
	Total Course Hours: 45 Hours	Total 45 Ho	Lecture Hou ours	rs:	To N/	ital Lab Hours: A		
	Total Practicum Hours: N/A	Othe	r:			ax Enrollment Per Coll greement:	ective	
	Prerequisite: Business Administration profollows:	•				o-Requisite: one		
	English 12 or Firs NWCC ENGL 050	or ENG	L 055 AND					
	<ul> <li>Principles of Math 12 or NWCC MA<sup>-</sup> 046 Advanced Bu MATH 047; OR</li> </ul>	ΓH 0401/	0402 or MAT	Ή				





•	Office Assistant Certificate plus Accounting
	Certificate, both with a "B" average, from
	NWCC's Applied Business Technology
	Program OR

 Successful completion of the Canadian Achievement Test (CAT).

Also intended for Dual Credit with high schools

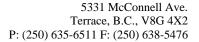
Required Instructor Qualifications: As per collective agreement

Masters in Business Management or related graduate degree

Brief description – One of three new proposed courses in support of NWCC offerings in support of Small Business development and Entrepreneurial start-ups

- The Introduction to Entrepreneurship course will acquaint the student with basic theory and practices specific to small businesses and Entrepreneurial start ups.

Program: Business Administration					e of Submission: October 9,	
Course Abbreviation & Proposed Number: Offering 2015W or 2015F				1st No. of Credits:		
Level Of Study:					ng Format:	
X First Year □ Second Year	ar 🗆 N	ot Applicable	Χl	_ett	ter Grade □ Credit/No Credit	
Course Title: Introduction	to Nor	thern Business				
Total Course Hours: 45 Hours	Total 45 Ho	Lecture Hours: ours		ota /A	ıl Lab Hours:	
Total Practicum Hours: Other: N/A			Α	Max Enrollment Per Collective Agreement: 40		
Prerequisites: Business Administration program admission as follows:				Co-Requisite: None		
<ul> <li>English 12 or First F NWCC ENGL 050 or</li> </ul>						
<ul> <li>Principles of Math 11, Applications of Math 12 or NWCC MATH 0401/0402 or MATH 046 Advanced Business/Technical Math, MATH 047; OR</li> </ul>						
Office Assistant Certificate plus Accounting Certificate, both with a "B" average, from NWCC's Applied Business Technology Program OR						
<ul> <li>Successful completion of the Canadian Achievement Test (CAT).</li> </ul>						
Also intended for Dual Cred	it with I	nigh schools				
Required Instructor Qualification  Masters in Business Management		•	•			





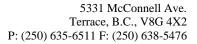
Brief description – One of three new proposed courses in support of NWCC offerings in support of Small Business development and Entrepreneurial start-ups

- This course will address the overall business climate in northern BC, with a focus on small businesses and Entrepreneurs, integrating aspects of economics, social, demographic and political realities for Northern communities.

Program: Business Administration				Date of Submission: October 9, 2014
Course Abbreviation & Prop Number: ENTR 152	osed	Date Of Expected Offering 2015W or 2015	3	
Level Of Study:			G	rading Format:
X First Year □ Second Year	ar □ N	ot Applicable	Х	Letter Grade ☐ Credit/No Credit
Course Title: Marketing for	r Entre	preneurs		
Total Course Hours:	Total	Lecture Hours:		Total Lab Hours:
45 Hours	45 Ho	ours		N/A
Total Practicum Hours:	Other	•		Max Enrollment Per Collective
N/A				Agreement: 40
Prerequisites:				Co-Requisite:
Business Administration pro	gram a	admission as		None
follows:				
		ople's English 12 or ENGL 055 <b>AND</b>		
Principles of Ma				
		TH 0401/0402 or		
MATH 046 Adva				
Business/Techr <b>OR</b>	nical Ma	ath, MATH 047;		
Office Assistant	Certifi	cate nlus		
Accounting Cert				
average, from N	WCC'	s Applied		
Business Techr				
<ul> <li>Successful com Achievement Te</li> </ul>		of the Canadian		
Admovement	JSt (O/-			
Also intended for Dual Credit with high schools.				
Required Instructor Qualification	ations:	As per collective a	agı	reement
Masters in Business Manag	ement	or related graduate	e c	legree
Brief description		- :		O affania and in accomment of Canall
Business development and				C offerings in support of Small
introduction to basic market				
entrepreneurial startups		-		

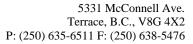


BFIN 251 & MGMT 253-Prerequisite Changes-Dave McKeever (CPAC)
Motion to approve the removal of ACCT 151 and MATH 251 as prerequisites for the course BFIN 251.  Dave McKeever / Lothlan Olson
Motion to approve the addition of BLAW 150 to the prerequisites for the course MGMT 253. Dave McKeever $/$ Reilly Walker
Business Administration Program-Prerequisite Additions-Dave McKeever (CPAC)
Motion to add MATH 047 as an optional prerequisite to the Business Administration program (Certificate and Diploma.)  Dave McKeever / Reilly Walker
Healthcare Assistant Program-Prerequisite Change-Debbie Stava (CPAC)
Motion to approve the change in language requirements, as presented, to the Healthcare Assistant Program.  Debbie Stava / Desiree Louis
Practicum Policy Draft—Reilly Walker
Motion to send the Practicum and Work Experience Policy to the Education Policy Committee (EPC) for review.  Chris Gee / Reilly Walker
January 23, 2015
Adoption of Agenda
Motion to adopt the agenda, as amended. Reilly Walker / Julia Moore
Approval of Minutes from November 28th, 2014
Motion to pass minutes from November 28th, as amended. Chris Gee / Kimberly McIntyre





EC .14-43.2	EPC Policy update - Deletion or Relocation of College Programs						
Carried	Motion to have Cluster reps review Deletion or Relocation of College Programs Policy with the respective groups and report feedback back to Jessica Scafe ( <a href="mailto:jscafe@nwcc.bc.ca">jscafe@nwcc.bc.ca</a> ) by February 5 <sup>th</sup> order to compile findings prior to next EPC meeting.  Anne-Marie Merkel / Tanya Rexin						
Carried	Motion to forward to Suspensio Ann Marie Merkel / Tanya	m of Program Policy to EPC for Rexin	review and creation				
E.C.14-44.1	Youth Entrepreneurship Pr	rogram—Dave McKeever (CI	PAC)				
Carried	Motion to approve the Youth prerequisites will be updated Dave McKeever / Desiree L		presented with proviso that Math				
	New Program: X	Program Change:	New Credential: □				
	DATE: December 1, 2014						
	PROGRAM NAME: YOUTH ENTREPRI	eneurship Program					
	PROPOSAL SUBMITTED BY: DAVID T	ry and Dave McKeever					
	CAMPUS: TERRACE/PRINCE RUPERT						
	EFFECTIVE/START DATE: FALL 2015 (SOME COURSES MAY START IN WINTER 2015)						
	<ul> <li>Principles of Math 11, Advanced Business/Te</li> <li>Office Assistant Certification NWCC's Applied Business Successful completion of Prospective students who do not</li> </ul>	chnical Math, or MATH 047; OR cate plus Accounting Certificate, boness Technology Program OR of the Canadian Achievement Test	C MATH 0401/0402 or MATH 046 oth with a "B" average, from (CAT). e encouraged to talk to the program				
	A combination of three (3) new	CHANGE (USE ATTACHMENT IF NECESSA entrepreneurship courses and sever	n (7) first year Business				
	These courses are being develope NWCC offerings in support of a businesses in northern B.C. com	Administration courses to result in a certificate in Youth Entrepreneurship.  These courses are being developed and combined with traditional first year business to strengthen NWCC offerings in support of much needed entrepreneurship skills for new and existing small businesses in northern B.C. communities. As such, it is expected they would be offered in distance/hybrid delivery. As well, the courses are intended to increase our dual credit opportunities for					





regional high school students, and are being developed in collaboration with the North Coast School District (SD 52) and Community Futures of the Pacific Northwest.

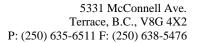
District (SD	52) and Community Futures	of the Pa	cific Northwe	st.	
TOTAL PROG	RAM CREDITS: 30		TOTAL PROGRA	am Hours: 450	
	PROPOSED NEW PROGRAM	1 Curricu	LUM (USE ATTA	CHMENT IF NECESSARY):	
COURSE #	COURSE NAME	CREDIT	'S HOURS	PREREQUISITES	CO- REQUISITES
*ENTR 150	Introduction to Entrepreneurship	3	45	ENGL 050, 055 OR ENGL 12 AND MATH 12 APPLICATIONS, MATH 11 PRINCIPLES, MATH 0401/0402, 046 OR 047 OR CAT ASSESSMENT	N/A
*ENTR 151	Introduction to Northern Business	3	45	ENGL 050, 055 OR ENGL 12 AND MATH 12 APPLICATIONS, MATH 11 PRINCIPLES, MATH 0401/0402, 046 OR 047 OR CAT ASSESSMENT	N/A
*ENTR 152	Marketing and Management	3	45	ENGL 050, 055 OR ENGL 12 AND MATH 12 APPLICATIONS, MATH 11 PRINCIPLES, MATH 0401/0402, 046 OR 047 OR CAT ASSESSMENT	N/A
*BCPT 150	Business Computers	3	45	ENGL 050, 055 OR ENGL 12 AND MATH 12 APPLICATIONS, MATH 11 PRINCIPLES, MATH 0401/0402, 046 OR 047	N/A
*ACCT 150	Introduction to Accounting	3	45	ENGL 050, 055 OR ENGL 12 AND MATH 12 APPLICATIONS, MATH 11 PRINCIPLES, MATH 0401/0402, 046 OR 047	N/A
*BENG 150	Business Communications	3	45	ENGL 050, 055 OR ENGL 12 OR PRE-BUSINESS ADMINISTRATION CERTIFICATE	N/A
BLAW 152	Business Law	3	45	ENGL 050, 055 OR ENGL 12 AND MATH 12 APPLICATIONS, MATH 11 PRINCIPLES, OR MATH 0401/0402, 046 OR	N/A
ECON 150	Microeconomics	3	45	ENGL 050, 055, OR ENGL 12 AND MATH 11, MATH 12 APPLICATIONS, MATH 11 PRINCIPLES, OR MATH 0401/0402, OR PRE-BUSINESS ADMINISTRATION	N/A
ECON 151	Macroeconomics	3	45	ENGL 050, 055, OR ENGL 12 AND MATH 11, MATH 12 APPLICATIONS, MATH 11 PRINCIPLES, OR MATH 0401/0402, 046	N/A
MATH 150	Math of Finance	3	45	ENGL 050, 055 OR ENGL 12 AND MATH 12 APPLICATIONS, MATH 11 PRINCIPLES, OR MATH 0401/0402, 046 OR	N/A
		1	1	1	

TOTAL 30

450

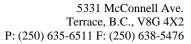


EC.14-44.2	Academic Probation and Suspension Policy
Carried	Motion to have Cluster reps review updated Academic Probation and Suspension Policy with their respective groups and report feedback back to Jessica Scafe (jscafe@nwcc.bc.ca) by February 5 <sup>th</sup> in order to compile findings prior to next EDCO meeting.
	Ann Marie Merkel / Lothlan Olson
	February 27 2015
EC.15-6	Adoption of Agenda
Carried	Motion to adopt the agenda, as amended. Reto Riesen/Lothlan Olson
EC.15-7	Approval of Minutes from January 23, 2015
Carried	Motion to pass minutes from January 23, 2015, as amended. Kimberly McIntyre/Mercedes de la Nuez
EC.15-8	Business Arising
EC.15-8.1	ICT Program Deletion Update - Tanya Rexin
Carried	Motion to "suspend" the ICT program rather than "delete" the program per the details in the background paper.  Tanya Rexin/Kerry Clarke
EC.15-8.2	EPC Policy Update - Deletion or Relocation of College - Tabled
EC.15-8.3	Academic Probation and Suspension Policy - Tabled
EC.15-8.4	ACKAC - Update
EC.15.8-5	Entrepreneurship Certificate - Update
Carried	Motion to revise the title and remove the word "Youth" to make the title "the entrepreneurship certificate". Subject to the revisions of the program overview.  Tanya Rexin/Lothlan Olson
EC.15-9	New Business
EC.15-9.1	Nursing Admission Requirements (CPAC - Kathy Haley)
	Motion to revise the wording of the admission requirements was rescinded until further clarification becomes available.
EC.15-9.2	Retail Services Program (CPAC - Tanya Rexin, Kari Esiner, Kimberly McIntyre
Carried	Suggestion to add "World Host" to the course outline under "learning outcome #6"



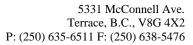


New Progr	AAM: PI	ROGRAM CHAN	GE:	New Credential:
DATE: Febr	ruary 10, 2015			
PROGRAM N	Name: Retail Services Pr	ROGRAM		
Proposal S	SUBMITTED BY: KARI EISNI	er, Tanya Rex	IN	
CAMPUS: Ti	ERRACE			
Effective/S	Start Date: September 8	8, 2015		
LITERACY 10	R/COORDINATOR TO DETER 01 FUNCTIONING AND ABIL CRIPTION OF PROGRAM CH.	ITY TO COUNT	то 100.	
TOTAL PRO	GRAM CREDITS: 30		TOTAL PROGRA	M Hours: 720 class hours
	PROPOSED NEW PI	ROGRAM CURR	ICULUM (USE ATI	ACHMENT IF NECESSARY)
COURSE #	COURSE NAME	CREDI	TS HOURS	PREREQUISITES
	Retail Services	24	720	Minimum Literacy 101 Level and ability to count to 100
RSP 100			120	Minimum Literacy 101 Level
RSP 100 RSP 101	Retail Services Practice	um 6	120	and ability to count to 100
	Retail Services Practic	um 6	120	and ability to count to 100
	Retail Services Practic	um 6	120	and ability to count to 100
	Retail Services Practic	um 6	120	and ability to count to 100
	Retail Services Practic	um 6	120	and ability to count to 100





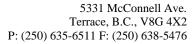
Course Abbreviation & Proposed Number: RSP 100  Date Of Expected First Offering: Sept. 8, 2015  Level Of Study: □ First Year □ Second Year □ Not Applicable  Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) Retail Service Training  Total Course Hours: 720  Total Lecture Hours: 180  Total Lab Hours: 540  Total Practicum Hours:  Other:  Max Enrollment Per Collective Agmnt: 16  Prerequisite: Functional Literacy and Math Skills relevant to the vocational field.  Required Instructor Qualifications: Bachelor of Education, Social Science or equivalent combination education, skills and extensive experience are required. Training in Special Education/differential instruction preferred.  Required Instructional Assistant Qualifications: Social Service Worker Certificate or equivalent educational background.  Brief description of course change (use attachment if necessary): The Retail Service program prepares students with barriers to employment for entry-level positions in	Course Abbreviation & Proposed Number: RSP 100  Level Of Study: □ First Year □ Second Year □ Not Applicable  Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) Retail Service Training  Total Course Hours: 720  Total Practicum Hours:  Other:  Max Enrollment Per Collective Agmnt: 16  Prerequisite: Functional Literacy and Math Skills relevant to the vocational field.  Required Instructor Qualifications: Bachelor of Education, Social Science or equivalent combination education, skills and extensive experience are required. Training in Special Education/differential instruction preferred.  Required Instructional Assistant Qualifications: Social Service Worker Certificate or equivalent educational background.  Brief description of course change (use attachment if necessary): The Retail Service program prepares students with barriers to employment for entry-level positions in the retail and business sector. Individualized training in both classroom and laboratory settings prov student the essential knowledge and skills to obtain employment in a variety of work environments	Course Abbreviation & Proposed Number: RSP 100  Level Of Study: □ First Year □ Second Year □ Not Applicable  Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) Retail Service Training  Total Course Hours: 720  Total Lecture Hours: 180  Total Practicum Hours:  Other:  Max Enrollment Per Collective Agmnt: 16  Prerequisite: Functional Literacy and Math Skills relevant to the vocational field.  Required Instructor Qualifications: Bachelor of Education, Social Science or equivalent combination education, skills and extensive experience are required. Training in Special Education/differential instruction preferred.  Required Instructional Assistant Qualifications: Social Service Worker Certificate or equivalent educational background.  Brief description of course change (use attachment if necessary): The Retail Service program prepares students with barriers to employment for entry-level positions in the retail and business sector. Individualized training in both classroom and laboratory settings provistudent the essential knowledge and skills to obtain employment in a variety of work environments				•		
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□ First Year □ Second Year □ Not Applicable □ Letter Grade ■ Credit/No Credit  Course Title: (Note: Student Records System Stores 80 Characters, Prints 30)  Retail Service Training  Total Course Hours: 720	□ First Year □ Second Year □ Not Applicable □ Letter Grade ■ Credit/No Credit  Course Title: (Note: Student Records System Stores 80 Characters, Prints 30)  Retail Service Training  Total Course Hours: 720	□ First Year □ Second Year □ Not Applicable □ Letter Grade ■ Credit/No Credit  Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) Retail Service Training  Total Course Hours: 720	Number:	osed	Offering:		First	
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The Retail Service program prepares students with barriers to employment for entry-level positions in the retail and business sector. Individualized training in both classroom and laboratory settings provistudent the essential knowledge and skills to obtain employment in a variety of work environments	The Retail Service program prepares students with barriers to employment for entry-level positions in the retail and business sector. Individualized training in both classroom and laboratory settings provistudent the essential knowledge and skills to obtain employment in a variety of work environments	The Retail Service program prepares students with barriers to employment for entry-level positions in the retail and business sector. Individualized training in both classroom and laboratory settings provistudent the essential knowledge and skills to obtain employment in a variety of work environments	education, skills and extension instruction preferred. Required Instructional Assist	ve experie	ence are re	quired. Ti	raining	g in Special Education/differential
The Retail Service program prepares students with barriers to employment for entry-level positions in the retail and business sector. Individualized training in both classroom and laboratory settings provistudent the essential knowledge and skills to obtain employment in a variety of work environments	The Retail Service program prepares students with barriers to employment for entry-level positions in the retail and business sector. Individualized training in both classroom and laboratory settings provistudent the essential knowledge and skills to obtain employment in a variety of work environments	The Retail Service program prepares students with barriers to employment for entry-level positions in the retail and business sector. Individualized training in both classroom and laboratory settings provistudent the essential knowledge and skills to obtain employment in a variety of work environments	Brief description of course ch	nange (us	e attachme	nt if neces	ssary)	:
			The Retail Service program p the retail and business secto student the essential knowled	orepares s r. Individu dge and s	students wit ualized trair kills to obta	th barriers ning in bot nin employ	to en th clas	nployment for entry-level positions in ssroom and laboratory settings provi





EC.15-9.3 Carried

	Program: Retail Service Progra	ım		Da	ate of Submission: January 15, 2015
	Course Abbreviation & Propose Number: RSP 101	ed	Date Of Expected I Offering: Sept. 8, 2015	First	No. of Credits:
	Level Of Study:  ☐ First Year ☐ Second Year ☐	] Not A			ling Format: etter Grade Credit/No Credit
	Course Title: (Note: Student R Retail Service Practicum	ecords	System Stores 80 C	Charac	cters, Prints 30)
	Total Course Hours: 120	Total	Lecture Hours:	То	otal Lab Hours:
	Total Practicum Hours: 120	Othe	r:	Ma 15	ax Enrollment Per Collective Agmnt:
	Prerequisite Enrollment in Retail Services Pr	ogram		Co	p-Requisite: RSP 100
		experi	ence are required. T	rainin	Il Science or equivalent combination of g in Special Education/differential
	in employer work site practicum	class/l s. Pra	ab training, students cticum sites are sele	gain v	work experience through participation o match student training needs and retail and/or business environment.
H	HIST 232 (CPAC - Hondo	Aren	dt)		
	Motion to approve HIST 232 a		w course under the	unive	ersity credit program
R	Reto Riesen/Kimberly McIn	tyre			





II THIS IS A MET SOUNDED	NOTINE VEF ALTHER	VHEV1111	IIV IIII VIIIIIIIIIIIII		
Program: Valversity Credit		Date	e of Submission: Feb. 2/2015		
Course Abbreviation & Proposed Number:	Date Of Expected Firs	st Offering:	No. of Credits:		
History 232	May 2015	•	3		
Level Of Study:	1	Grading	g Format:		
☐ First Year 🖾 Second Year 🗆 Not Applica	ble	<b>⊠</b> Lette	er Grade □ Credit/No Credit		
Course Title: (Note: Student Records Syste		30)			
History of Anti-Senitia	M				
	Total Lecture Hours:	Tota	l Lab Hours:		
45	45				
Total Practicum Hours:	Other:	Max	Max Enrollment Per Collective Agmnt:		
			36		
Prerequisite	,	Co-F	Requisite:		
None-except normal 1	VWCL extrance				
Required Instructor Qualifications					
M.A. History			ì		
Brief description of course change (use attack	chment if necessary):				
New Course					



	March 27
EC.15-11	Adoption of Agenda for March 27 2015
Carried	Motion to adopt the agenda, as amended Kimberly McIntyre/Tanya Rexin
EC.15-12	Approval of Minutes from February 27 2015
Carried	Motion to approve the minutes Riley Walker/Merceds de la Nuez
EC.15-13	Business Arising
EC. 15-13.1	EPC Policy Update - Suspension or Relocation of College Programs
	Recommendation from EDCO for the policy to go back to EPC for housekeeping and adding a timeline for suspension.
EC. 15-13.2	Academic Probation and Suspension Policy
Carried	Motion to adopt the academic probation and suspension policy Lothlan Olson/Regina Saimoto
EC. 15-13.3	Nursing Admission Requirements
	"Applicants whose first language is not English, regardless of citizenship or country of origin, must submit evidence of English language proficiency prior to admission. For the NCBNP the follow are required for admission:  Fulfillment of the BC Secondary School English 12 requirement (67% C+), or equivalent
	and either an IELTS (International English Language Testing System) or a CELBAN (Canadian English Language Assessment for Nurses) with current, valid results and scores as set by CRNBC for the year of admission."
	Second proposed change is to align NWCC's admission requirements with UNBC and to create this alignment, NWCC needs to add the grade of "C+" next to the percent grade of 67%.
Carried	Motion to accept the insert underlined above for admission requirements in the college calendar Tanya Rexin/Kerry Clark
Carried	Motion to accept the letter grade of "C+" in front of the 67% for all courses that are mentioned under the admission requirements Kathy Haley/Riley Walker
EC.15-14	New Business
EC.15-14.1	ABT - CPAC - Deb Stava speaking on behalf of Sandy Clark



## **ABT 121**

Brief description of course change (use attachment if necessary): CURRENT Windows Section 50% of final mark:		e changed to match recommendations by col EW 2015 FALL Windows Section 50% of final mark	laborative:
Graded Assignment 1 – Getting to Know My Computer	5%	Graded Assignments	30%
Graded Assignment 2 – Using Windows Help	5%	Final Windows Assessment	20%
Graded Assignment 3 – Working with Files and Folders	10%	This Thistone House the	
Graded Assignment 4 – Working with Zipped Files	5%		
Graded Assignment 5 – Windows Final Practical Test	15%		
Graded Windows Quiz	10%		
Internet Section 50 % of final mark:		Internet Section 50% of final mark	
Graded Assignment 1 - Using Yahoo! Email	5%	Graded Assignments	30%
Graded Assignment 2 - Web Navigation	10%	Final Internet Assessment	20%
Graded Assignment 3 - Web Research	10%	,	
Graded Assignment 4 - Travel Planning	5%		
Graded Assignment 5 - Job Search	5%		
Graded Internet Quiz	15%		

## **ABT 131**

The learning outcomes have been updated to agree with current practices and software. The outcome "professionally format business letters, memos and tables" was not a part of the previous outlines outcomes. This is an important outcome to add as it is a graded assignment in the course. MS Word 2013 was added under required materials as requested by the instructors of this course because the outcomes no longer worked for the software. The evaluation profile remains the same.

#### **ABT 151**

Brief description of course change (use attachment if necessary): The evaluation profile has been changed to match recommendations by the collaborative:

CURRENT			NEW 2015 FALL	
Unit Tests	75%		Unit Tests	50%
Spelling and Vocabulary	10%		Graded Assignments	10%
Final Exam	20%		Editor's Challenges	10%
		•	Final Fyam	30%

#### **ABT 236**

The learning outcomes have been updated to agree with current practices and software. The material was too detailed and included words like "macros" which is no longer relevant with the current software. This language was removed from the learning outcomes. No changes were made to the evaluation profile. MS Word 2013 was added under required materials as requested by the instructors of this course because the outcomes no longer worked for the software. The evaluation profile remains the same.

Motion to accept the recommended changes to ABT 121, ABT 131, ABT 151, and ABT 236 and add instructor qualifications to all course outlines.

Debbie Stava/Tanya Rexin

# EC.15-14.2 Crim 131 - CPAC - Michael Brandt

Motion to accept the removal of the pre requisite "Crim 101" from the course outline and add course content underlined above.

Rocque Berthiaume and Julia Moore

EC.15-14.3 Upcoming Election Reminder

Carried



EC.15-14.4	UC Smithers Update
	April 24
EC.15-16	Adoption of Agenda for April 24, 2015
Carried	Motion to adopt the agenda as amended, Kezia Sinkewicz/Brent Spiedel
EC.15-17	Approval of Minutes from March 27, 2015
Carried	Motion to approve the minutes  Deb Stava/Chris Gee
EC.15-19.1	LPAT 107 (CPAC) – Gerry Gauthier
Carried	Motion to approve LPAT 107 once housekeeping items from CPAC have been completed and resubmitted to EdCo for final approval  Deb Stava/Reto Reisen
EC.15-19.3	ABT Suspension - Gerry Gauthier
Carried	Motion to resubmit ABT background document to reflect proper intention and include feedback from this meeting and bring to next EdCo meeting for further discussion  Gerry Gauthier/Dave McKeever
EC.15-19.4	CRIM Program Review - Melanie Wilke
Carried	Motion for the program review report to be submitted to EdCo Brent Speidel/ Chris Gee
EC.15-19.5	CCP Bridging Certificates – Stella Webster
	Health Programs Bridging Certificate
	Motion to bring the Health Programs Bridging Certificate to discussion with program areas including faculty for further discussion
	Amanda Kirkham/Catharine White
Carried	Motion to approve the following bridging certificates: University sciences, University Arts, Business Admin in principal while looking at questions around sequencing, credits, and funding.  Gerry Gauthier/Catharine White
	None opposed
	One abstained
Carried	Motion to consider this model (Bridging certificates) for FN communities Reto Riesen/Julia Moore



	May 22, 2015
EC.15-21	Adoption of Agenda for May 22, 2015
Carried	Motion to adopt the agenda as amended, Allison Conway/Kezia Sinkewicz
EC.15-22	Approval of Minutes from April 24, 2015
	Motion to approve the minutes from April 24, 2015
Carried	Brent Speidel/Chris Gee
EC.15-23	Business Arising
EC.15-23.1	CPAC - LPAT 107 - Tanya Rexin
Carried	Motion to accept LPAT 107 as a pre-requisite to the Retail Services Program with 15 course hours as updated on both the course outline and new course summary and with increases to the Retail Services Program by one credit as updated on new program summary  Tanya Rexin/Phil Bialobzyski
EC.15.23.3	CCP Bridging Certificates and CCP Credit Divisors
Carried	Motion to accept the developmental divisor for credit calculations as a 30 hour divisor instead of 25 for all new developmental courses  Tanya Rexin/Brent Speidel
EC.15.23.3	CCP Bridging Certificates
Carried	Motion to accept the "University Arts Bridging Certificate" with the following changes from CPAC: update English 050 hours from 150 to 120.  Tanya Rexin/Allison Conway
Carried	Motion to accept the "University Sciences Bridging Certificate" with the addition of English 050 to the program, and new course summary form Tanya Rexin/Reilly Walker
Carried	Motion to accept the "Business Administration Bridging Certificate" with the following changes from CPAC: Addition of English 040 or English 050 as co-requisites on all BADM courses; addition of English 050 as an alternative to English 040.  Tanya Rexin/Dave McKeever
EC.15.23.4	CPAC - MGMT 259 - Dave McKeever
Carried	Motion to accept MGMT 259 as a new second year course for the Business Admin program Dave McKeever/Tanya Rexin
EC.15.23.5	CPAC - ETHC 150 - Dave McKeever
	Motion to accept ETHC as a new first year course for the Business Admin Program
Carried	Dave McKeever/Tanya Rexin
EC.15-24	New Business
EC.15-24.1	CPAC - Early Childhood Education 141/142 - Jessica Hrechka-Fee



Motion to accept ECE 141 with the following changes: title change from Environments 1 to becoming a researcher; the addition of the early learning framework; updated language in the evaluation profile; adding acceptance to the ECE program as a pre-requisite; adding access to a licensed childcare facility as a co-requisite and replacing CAT 3 assessment with CAT assessment for program admission requirements

Jessica Hrechka-Fee/Brent Speidel

Motion to accept ECE 142 with the following changes: title change from Environments 2 to Environments, Culture, and Critical Pedagogy, the addition of the early learning framework; updated language in the evaluation profile; removing ECE 141 as a pre-requisite to the course and replacing it with acceptance into the ECE program; addition of access to a licensed childcare facility as a corequisite and replacing CAT 3 assessment with CAT assessment for program admission requirements.

Jessica Hrechka-Fee/Brent Speidel

## EC.15-24.2

# CPAC - Applied Coastal Ecology Program - Pouyan Mahboubi

Motion to accept the following changes for ACE 134: name change from "Salmon" to "Fishes of the Pacific Northwest" and the addition of "Foundations of Math 10 or Pre-Calculus 10" to the course pre-requisites

Pouyan Mahboubi/Tanya Rexin

Motion to accept the following changes to ACE 141; name change from "Monitoring and measuring intertidal habitats" to "Foreshore & Aquatic Population Monitoring"; addition of content from ACE 130 course and addition of Foundations of Math 11 or Pre-Calculus 11 Pouyan Mahboubi/Tanya Rexin

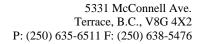
Motion to accept the following changes to ACE 142: change course hours from 20 to 30; change credits from 1.5 to 2; addition of Foundations of Matt 11 or Pre-Calculus 11 to pre-requisites Pouyan Mahboubi/Tanya Rexin

Motion to accept the following changes to ACE 175: name change from "Wildlife ID & Management" to "Monitoring and Conservation of Wildlife"; change delivery method to include field school; change total course hours from 90 to 45 lecture hours and 45 field school hours; Pouyan Mahboubi/Tanya Rexin

Motion to accept new course ACE 196 to the Applied Coastal Ecology Program with the addition of Math 0401/0402 or Foundations of Math 11 or Pre-Calculus 11 to the pre-requisites. Pouyan Mahboubi/Tanya Rexin

EC.15-24.3

CPAC - Practical Nursing Program - Sabine Lundman





EC.15-24.4

Motion to accept the following changes to the Practical Nursing Program: removal of federal RCMP record check from program requirements and all clinical and lab courses noted above; replacement of CAT 3 assessment with CAT assessment; updates to the learning outcomes in courses noted above by replacing "BC Ministry of Public Safety and Solicitor General" with "BC Ministry of Justice" Sabine Lundman/Brent Speidel
Devolution of Power to CPAC
Motion for the Education Council to devolve authority to CPAC to carry out the business of EdCo over the summer pending review by Education Council at their first fall meeting