

**MINUTES OF THE
EDUCATION COUNCIL MEETING**November 29, 2013
Room 208 at 10:00 AM

Present: Ann Marie Merkel, Debbie Stava, Reto Riesen, Doran Mitchner, Ian Hamilton, Kathy Haley, Kim McIntyre (Judy McCloskey), Chris Gee

Videoconference: Dave McKeever, Brandon Gosnell, Larry White (Ann Rowse), Regina Saimoto

Guests: Dianne Bell, Danielle Smyth

Regrets: Mercedes de la Nuez, Brian Badge, Denise Henning, Rocque Berthiaume, Sherry Beal, Julia Moore, Steven Verblac, Gerry Gauthier

Recording Secretary: Meredith MacLeod

Call to Order: Reto Riesen called the meeting to order at 10:12 a.m.

NWCC's Education Council would like to thank the Tsimshian people of Kitsumkalum, especially the Laxgibuu Clan on whose traditional territory Education Council meetings take place. We particularly acknowledge Sigidimnak Xbisuunt, Vera Dudoward.

The Councils would also like to recognize and extend our respect to all First Nations: Tahltan, Gitksan, Nisga'a, Haisla, Wet'suwet'en, Haida, Heiltsuk, Nuxalk, Oweekeno/Wuikinuxv, and Dakelh, who, along with Tsimshian people, we continue to collaborate and share goals of educational success.

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**

The following motions were put forward or seconded by guests and non-voting members. EDCO members that attended the October 25th meeting have put their names forward to carry the motions. The amendments are as follows:

13.26 - Kathy Haley to replace Catharine White.

Motion to adopt the agenda as presented.
Steven Verblac / Kathy Haley

13.28-1 – Debbie Stava to replace Denise Henning.

Motion to expand the Distributed Learning Task Force across NWCC to meet the goal identified in the strategic plan.

Debbie Stava / David Try

13.29.2 – Ann Marie Merkel to replace Denise Henning.

Motion to accept the Associate of Science: Environmental Geoscience Studies Specialization as amended.

Ann Marie Merkel / Rocque Berthiaume

Motion to approve the minutes from October 25, 2013, as amended.

Ian Hamilton / Doran Mitchner

Carried

EC.13-33 Business Arising

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

November meeting heading (page 4) should be November 23, 2012, not 2013.

Motion to approve the Summary of Motions 2012-2013, as amended.

Debbie Stava / Ian Hamilton

Carried

EC.13-33.2 ➤ Motions from October 25th

This item was resolved in section **EC.13-32 Approval of the Minutes from October 25, 2013.**

EC.13-34 New Business

EC.13-34.1 ➤ Mineral Processing Operator

The Mineral Processing Operator Program is projected to be delivered in February 2014 in Houston. It is a 12-week entry-level program, geared towards the specific occupation of Mineral Processing Operator. The program will accommodate a cohort of 12-16 students, with a final cost of \$6500. Due to length and credits this program will be eligible for student loans. It is based on the national occupational standard which was developed by the Mining Industry Human Resources Council. The program consists of 3 parts:

Part 1 – Pre-Employment Training for Mine Jobs is an introduction to the mining industry with essential skills training,

Part 2 – Mine Workplace Safety and Certification builds on the Part 1 certifications with more hands-on training, and

Part 3 – Ore Processing delves into the nuts and bolts of working in a mill at a mine using a combination of classroom-based, peer-based and lab-based training.

Discussion:

The required workforce training courses will be repackaged in order to avoid duplicates of existing courses on the books. The repackaging will change the MPO Program from 14 to 7 courses, with the number of hours and time frame remaining at 366 and 12 weeks, respectively.

It was recommended that the program follow the ACE model of incorporating the workforce training courses into one safety-related credit-based course. Debbie Stava and Danielle Smyth will meet before the upcoming CPAC and EDCO meetings to resolve all issues and have the program ready for approval.

Carried

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 Certificate, Confined Space Certificate, Fall Protection Certificate and Lock-Out/Tag-Out Procedures Certificate.

Debbie Stava / Ian Hamilton

CPAC will need to approve, through motion, both the program and all courses, as revised.

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

EC.13-34.2

➤ **Applied Research and Innovation—Regina Saimoto**

An application has been submitted to the Natural Sciences and Engineering Research Council of Canada (NSERC). Changes to the NSERC policy have occurred including the conduct around research on animals, even capture and release. Therefore, NWCC must ensure procedures are in place to monitor ongoing work and ensure conformity with NSERC guidelines, regulations and laws. In order to capture all projects in place, whether in class or contract research, a research ethics committee is needed as well as a database to hold all ongoing research projects. The NSERC policy was passed at EDCO on May 31, 2013, although this information is not well known to the NWCC community.

ACTION ITEM: Circulate through clusters the information on Applied Research and Innovation including NSERC policy and reporting requirement.

ACTION ITEM: Ensure BOG approval of NSERC policy and post policy on the website under Educational Policies.

EC.13-35 Reports

EC.13-35.1	<p>➤ Chair – Reto Riesen</p> <p>Chair submitted the EDCO report to the Board of Governors. The Board of Governors training meeting took place November 21, 2013 led by Tom Thompson from Olds College. The focus of the meeting was on “future-proofing” the college and looking at the big picture in regards to the future of the college. The Board of Governors also produced end statements which led to 5 Key Performance Indicators (KPIs). College staff was engaged on how to provide information that could be shared with the Board in order to meet the outcomes. At the last Board of Governors meeting the KPIs were approved with time frames to each report which will give the Board the information they need to ensure that the college is functioning as an institution.</p> <p>EDCO student representative Harold Schaefer has stepped down. A by-election is in progress to fill the vacant seat.</p>
EC.13-35.2	<p>➤ CPAC—David Try</p> <p>No Report</p>
EC.13-35.3	<p>➤ A5—Ann Marie Merkel</p> <p>The last A5 meeting was held on November 5th. Ann Marie Merkel was elected as Chair, Laura Biagioni as Co-Chair, until her retirement in February. A joint meeting will be held with Education Policy Committee on December 10th in order to clarify the Terms of Reference and roles of both committees.</p>
EC.13-35.4	<p>➤ FNC</p> <p>Adrian Carlick had stepped down as required by his nomination to the BOG. Charlotte Anderson was voted in as new Chair, but has since stepped down due to personal reasons. Priscilla Michell (Co-Chair) is currently acting as Chair. An election will be held at the upcoming First Nations Council meeting on December 18th.</p>
EC.13-35.5	<p>➤ Educational Policy Committee—Larry White</p> <p>No Report</p>

EC.13-35.6 ➤ **Educational Planning and Program Review**
No Report

EC.13-35.7 ➤ **Clusters**
A notice is to be sent to all clusters calling for membership to EDCO
subcommittees.

Meeting Adjourned: 11:50
Next Meeting: **December 20th, 2013**