

**MINUTES OF THE  
EDUCATION COUNCIL MEETING**

January 24, 2014  
Room 208 at 10:00 AM

---

**Present:** Ann Marie Merkel (Vice Chair), Brian Butler, Chris Gee, Debbie Stava, Ian Hamilton, Brian Badge (Keisha Reichert), Julia Moore, Larry White

**Videoconference:** Tlell Glover, Reto Riesen, Rocque Berthiaume, Regina Saimoto (Ann Rowse)

**Regrets:** Mercedes de la Nuez, Dave McKeever, Kim McIntyre, Denise Henning, Gerry Gauthier, Kathy Haley, Sherry Beal, Doran Mitchner, Steven Verblanc, Brandon Gosnell

**Guests:** Michael Brandt

**Recording Secretary:** Meredith MacLeod

---

**Call to Order:** Ann Marie Merkel called the meeting to order at 10:55 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.141	<b>Adoption of Agenda</b>
<i>Carried</i>	<i>Motion to adopt the agenda as presented.</i> Reto Riesen / Ian Hamilton
EC.142	<b>Approval of Minutes from November 29, 2013</b>
<i>Carried</i>	Correction to the report from the Chair – the name Tim Thomas should be Tom Thompson (from Olds College). Minutes should read: “The Board of Governors training meeting took place November 21, 2013 led by Tom Thompson from Olds College.”  <i>Motion to pass minutes from November 29, 2013, as amended.</i> Reto Riesen / Ann Marie Merkel

<b>EC.14.3 Business Arising</b>	
EC.14.3.1	<p>➤ <b>ECE Motions from May 27, 2011—Larry White</b></p> <p>After further investigation into the status of the ECE motions from May 27, 2011, it has been concluded that no actions were ever taken. Larry White will carry out the motions, ensuring a meeting takes place between ECE faculty and administration. He will provide any updates to the Education Council table.</p>
<b>EC.144 New Business</b>	
E.C.144.1	<p>➤ <b>Mineral Processing Operator Program—Danielle Smyth (Tlell Glover)</b></p> <p>The required revisions from EDCO and CPAC have been implemented to all the MPO courses.</p> <p><i>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.</i>  <i>Reto Riesen / Ann Marie Merkel</i></p> <p>There is some confusion regarding the course MPO 199 being a practicum as it is optional and not available to all students at one time. In order to clarify the intention of the optional course, the title will be changed from “Mine Site Practicum” to “Mine Site Work Experience.”</p> <p><i>Motion to accept the course MPO 199, with the change in title to “Mine Site Work Experience.”</i>  <i>Deb Stava / Rocque Berthiaume</i></p>
EC.144.2	<p>➤ <b>Computer Support Technician Certificate—Brian Butler</b></p> <p>The Computer Support Technician (CST) Certificate was created due to the low student enrollment in the Information and Communication Technology (ICT) diploma program. Since a number of diploma courses have had strong attendance, the enrollment problem provided the opportunity to change the certificate program to provide a more flexible starting point for local students in their IT career.</p> <p>The CST certificate is a new program made up of existing ICT courses, with the exception of the new course ICT 212—Web Development II. The prerequisites are the same between the old ICT program and the new CST program; just the program wording has changed from ICT to CST.</p>

<p>Carried</p>	<p>Motion to approve the Computer Support Technician (CST) Certificate program, with the provision that course ICT 212 returns to the table after review by ACKAC/CPAC.</p> <p>Brian Butler / Deb Stava</p>
<p>EC.144.3</p> <p>Carried</p> <p>Tabled</p>	<p>➤ <b>PCook 1 &amp; 2—Keisha Reichert</b></p> <p>The following changes are requested for PCook 1 in order to remove barriers for students entering the PCook Program:</p> <ul style="list-style-type: none"> <li>• Add Apprenticeship and Workplace Math 10 to prerequisites.</li> <li>• Remove Food Safe Level 1 from prerequisites; added to PCook 1 program.</li> <li>• Remove Occupational First Aid Level 1 from prerequisites; added as a recommended course.</li> </ul> <p>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.</p> <p>Keisha Reichert / Ian Hamilton</p> <p>PCook 2 requires official approval at CPAC and has been tabled for a later date.</p>
<p>EC.144.4</p> <p>Carried</p>	<p>➤ <b>Community, Crime &amp; Social Justice Certificate—Michael Brandt</b></p> <p>The proposed change to the Community, Crime and Social Justice (CCSJ) Certificate is to add English 151 as an option for the English requirement.</p> <p>English 151 has been added as an option in order to open up more opportunities for students to take the certificate. This change was approved by the department and cluster groups. English 151 had once been part of the program but was removed because students did not receive credit if they transferred to 3<sup>rd</sup> year criminology. Students moving on to obtain a bachelor's degree are required to take English 101, while students pursuing a certificate as their only credential have the option to take English 151.</p> <p>Motion to add English 151 to the Community, Crime &amp; Social Justice (CCSJ) Certificate program as an optional course for the English requirement.</p> <p>Reto Riesen / Rocque Berthiaume</p>
<p>EC.144.5</p>	<p>➤ <b>Academic Calendar—Reading Week Dates 2015/16—Reto Riesen</b></p> <p>When the academic calendar was adopted last year, there was an oversight regarding the timing of the reading break for UC programs. The reading break week should</p>

occur after the 7th week of classes, splitting 14 weeks of teaching at the middle. The adopted academic calendars have the reading breaks taking place following the 6th week of classes.

The proposed change is for the reading break to occur after the 7th week of classes. Due to short notice, the reading break for the 2014/15 semester will remain after the 6th week of classes.

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

*Carried*

*Reto Riesen / Ian Hamilton*

**EC.14-5 Reports**

**EC.14-5.1 ➤ Chair – Reto Riesen**  
 Reto attended the Budget Committee meeting about two weeks ago. Although details cannot be disclosed, there is a completed budget ready to be presented to the Board of Governors. It is a status quo budget with no new cuts.

Reto also attended the recent Board of Governors meeting. At the in-camera session the Board proposed a plan to deal with the resignation of the president which has yet to be officially announced. At the out-of-camera session a new mission statement was adopted. It is much shorter than the previous mission statement, a one line statement that no longer refers to northern or aboriginal communities.

**EC.14-5.2 ➤ CPAC–David Try**  
*No Report*

**EC.14-5.3 ➤ A5 – Ann Marie Merkel**  
 A5 has updated the Terms of Reference. The committee is moving forward and starting to look at policies. The new A5 Terms of Reference will come to the EDCO table at the next meeting.

**EC.14-5.4 ➤ FNC**  
*No Report*

**EC.14-5.5 ➤ Educational Policy Committee–Larry White**  
 The next Educational Policy Meeting is on February 6<sup>th</sup>. Larry White will update EDCO following that meeting.

**EC.14-5.6 ➤ Educational Planning and Program Review–Larry White**

The Educational Planning and Program Review Committee (EPPR) is working on through EMD, trying to develop an education plan. There are a few task groups exploring online learning and other components that will need to be factored in. The next meeting is dedicated to education planning with the intention of the bulk of the plan to be decided on.

Program Review is underway, focused on for this year Freda Diesing, Heavy Equipment Operator and CCSJ. The Program Review committee met on January 20<sup>th</sup> with follow up dialogue happening next week. Work is also moving forward on formal reviews.

The ministry-mandated Core Review, which differs from program review, is underway. Although the report is due in a few weeks, NWCC is waiting for guidelines from the ministry. A CAT meeting is scheduled which will deal specifically with Core Review. Core Review will be added as a standing agenda item in order for EDCO to remain informed.

EC.14-5.7

➤ **Clusters**

The last UC cluster meeting took place on January 17<sup>th</sup> with the purpose of producing first draft 2014/15 workloads. At the upcoming January 31<sup>st</sup> meeting, these workloads will be adopted. As per the collective agreement, the workload due date has been expedited. Normally workloads were accepted by May 1<sup>st</sup>, but now they will be accepted by February 1<sup>st</sup>. This change allows timetables to be completed by the middle March so that by the time of the reading break all workloads are determined across the college. This provides more certainty to the organization and to the students.

The UC cluster has also confirmed the videoconferencing and online delivery options with a LOU in place.

Meeting Adjourned: 12:02 p.m.

Next Meeting: **February 28, 2014**