

**MINUTES OF THE
EDUCATION COUNCIL Meeting**
January 22, 2015
Room 208 at 10:00 AM

Present: Dave McKeever, Chris Gee, Carla Ollenberger (Kezia Sinkewicz), Stephen Salem, Reto Riesen, Anna Raselli, David Try (Pouyan Mahboubi), Barb McRae, Reilly Kluss, Lothlan Olson, Catharine White, Kevin Jeffrey, Justin Kohlman, Julia Moore

Guests: Blaine Jensen, Jill Long

Regrets: Brent Speidel

Recording Secretary: Jessica Scafe

Meeting called to order at 10:05 am

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.16-1	Adoption of the Agenda for January 22, 2016 Task force(s)
Carried	<i>Motion to approve the agenda</i> <i>Reto Riesen/Kevin Jeffrey</i>
EC.16-2	Approval of the Minutes from December 18, 2015
Carried	<i>Motion to approve the minutes from December 18, 2015</i> <i>Carla Ollenberger/Lothlan Olson</i>
EC.16-3	Business Arising

<p>EC.16.3.1</p> <p><i>Carried</i></p>	<p>Educational Policy Committee – Terms of Reference – Stephen Salem</p> <p>Changed A5 committee to EPC as it was two committees doing the same work. The policy committee reviews any policies pertaining to EdCo and brings them to EdCo for approval. Policies in the works: admissions, grading, and practicum policies. EPC is looking for more volunteers to sit on policy committee especially faculty. Catharine White and Kevin Jeffrey volunteered. Discussion ensues regarding previous EPC committee which seems to have fallen to the way side.</p> <p>Action items: Add Kevin Jeffery and Catharine White to EPC distribution list. Reto Riesen will try to find old TOR from previous EPC committee EPC will add deletion/suspension of programs to policies in the works</p> <p><i>Motion to approve EPC terms of reference Stephen Salem/David Try</i></p>
<p>EC.16.3.2</p> <p><i>Carried</i></p>	<p>PLA – Policy Final Review – Stephen Salem</p> <p>This policy has come to EdCo once before. The policy was then sent out to members of the college community for feedback which EPC included in the final review of the policy. Education council goes through the additions to the policy from the feedback received.</p> <p>Housekeeping Item: “Valid and reliable” was removed from the PLA definition and “informal learning” was added.</p> <p>Action Item: Jessica Scafe will send policy to Ali McDougall for a policy number and upon receiving it back will publish it to the website.</p> <p><i>Motion to approve PLA policy with housekeeping changes Stephen Salem/Reto Riesen</i></p>
<p>EC.16.4</p>	<p>New Business</p>
<p>EC.16.4.1</p> <p><i>Carried</i></p>	<p>ACPAC – Welding B – Kevin Jeffrey</p> <p>ITA has updated and clarified eligibility for Welding B program. Students require Welder C certification or completion of Welder Foundation program with a recommendation of 1000 hours. Prior to this change, students only required Welding C. Welding Foundation is equivalent to Welding C.</p> <p><i>Motion to approve Welding B program pre-requisites as per ITA. Kevin Jeffrey/Stephen Salem</i></p>
<p>EC.16.4.2</p>	<p>ACPAC – New/Changed Course/Program Form</p>

	<p>The form did not get updated when CPAC/ACKAC merged. Also many signatures on the forms that have never been obtained such as (EMC) and others. Form needs to be reviewed by EdCo as ACPAC is a sub-committee of EdCo.</p> <p><i>Motion to assign the ACPAC forms to the CMS Taskforce</i> <i>Dave McKeever/Stephen Salem</i></p>
<p>Carried</p> <p>EC.164.3</p>	<p>English Language Alternatives – Stephen Salem</p> <p>This document is meant for all students as English proficiency is required for all students entering NWCC programs. This document will serve as a guide for students so they are aware of all the alternatives they have to meet the English proficiency requirement at NWCC. Many institutions were included in the research for this document and faculty and staff were contacted for input such as the educational advisor, the ESL coordinator and instructor, the learning assistance specialist, and the admissions officers. This document also includes a list of countries that satisfy the English standard for listening and speaking. If students already possess a credential from one of the countries listed, they will satisfy the English language standard for listening and speaking.</p> <p>Action item: Suggestion to split up the document into three headers to make it easier for students. Such as: Header 1: Applicants who require reading and writing, Header 2: applicants who require listening, speaking, reading and writing</p> <p><i>Motion to approve the English language proficiency document with recommended header changes</i> <i>Stephen Salem/Carla Ollenberger</i></p>
<p>Carried</p> <p>EC.164.4</p>	<p>Curriculum Renewal – Stephen Salem</p> <p>No motion needed. Information only. Any courses that are older than ten years on BCCAT should be up to date. Anything that has not been re-articulated in the last 5 years should be brought to EdCo. Reminder to faculty to consider programs and courses for renewal. For study abroad students we need to have courses articulated to UNBC.</p> <p>Action item: Add Curriculum Renewal to the CMS taskforce tasks. Guidelines for what curriculum can be changed without going back to EdCo/BCCAT and what cannot.</p> <p>No motion needed. Add all taskforce to next agenda for updates.</p> <p>Add Anna Raselli to the Course Length Taskforce.</p>
<p>EC.165</p>	<p>Reports</p>
<p>EC.165.1</p>	<p>Chair – Dave McKeever</p> <p>No report but after attending a few workshops, Dave has some ideas to bring forth such as a consensus agenda for quick approval of ITA and simple housekeeping matters.</p>
<p>EC.165.2</p>	<p>EPC – Stephen Salem - No Reports</p>
<p>EC.165.3</p>	<p>ACPAC – Allison Conway - No Reports</p>

	Discussion around TOR. Will be brought back to ACPAC.
<i>EC.16-5.4</i>	FNC – Barb McRae - January FNC meeting was canceled. No reports for this meeting.
<i>EC.16-5.5</i>	Educational Planning and Program Review - No reports
<i>EC.16-5.6</i>	Cluster Reports - No reports but UC will have one for the next meeting.
	Meeting Adjourned at: 11:33 a.m. Next Meeting: February 19, 2016