

**MINUTES OF THE
EDUCATION COUNCIL Meeting**
January 19, 2018
Room 208 at 10:00 AM

- Present:** Catharine White (Chair), Emily Suderman, Marja Burrows, Laurie Waye, Tess Motschilnig, Adelle Jonker, Stephen Salem, Kezia Sinkewicz, Adam Nash (Carrie Nolan), Gordon Weary (Reto Riesen), Seth Downs (Ann Marie Merkel), Amanda Kirkham, Danielle Ray
- Guests:** Hyeyoung Kang, Chris Gee, Matt Beedle, Dave Allen,
- Joined by Distance:** Mercedes de la Nuez, John Dyck, Ang Smith, Dave McKeever, Michelle Cook
- Regrets:** Justin Kohlman, Barb McRae,
- Recording Secretary:** Jessica Scafe
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Meeting called to order at 10:08 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.18-01	Adoption of the Agenda for January 19, 2018
Carried	<i>Motion to accept the agenda Laurie Waye and Marja Burrows</i>
EC.18-02	Approval of the Minutes from December 15, 2017
Carried	<i>Add carried beside ACPAC motion Motion to approve the minutes with amendments Kezia Sinkewicz, Emily Suderman</i>
EC.18-03	Consent Agenda - No Items
EC.18-04	Business Arising
EC.18-04.1	K-12 Curriculum Update - Stephen Salem
	Carrie Nolan sent out some information which can be sent around to the faculty. The chair will forward the document out to all EdCo members. This year we will see Grade 10 curriculum role out and in 2019 Grade 11, and 12. We will see our first round of

students in 2020. Jan Unwin will be brought back in sometime for another update this summer.

EC.18-04.2 Taskforce Updates (CMS) – Stephen Salem

Met with Brian from Courseleaf yesterday. NWCC provided our technical specs to courseleaf and we will be having another meeting the final week of January. Institutional research is archiving our catalogue. We are looking at kicking off the curriculum management portion in April. Discussion around deletion or removal of programs and the program life cycle policy that is currently under development. Faculty members believe courses and programs should be treated differently when it comes to removal or deletion.

EC.18-04.3 International Sub-Committee

A notice of motion was brought forth last EdCo meeting to create an international sub-committee. EdCo would like to open discussion on the terms of reference document for this committee. Discussion around the purpose of the committee, some of the recommendations may be the work of department clusters, not EdCo. After reviewing the EdCo bylaws, there is already an international advisory committee as part of the suggested EdCo advisory committees. The international sub-committee will now be, the International Advisory Committee.

Education Council worked through the document as a group to adjust wording on the purpose, membership, and scope of the committee.

Carried

Motion to accept the International Advisory Committee to Education Council with amended Terms of Reference

Stephen Salem and Adam Nash

One abstained

EC.18-05 New Business

EC.18-05.1 Admissions Policy with BOG Comments – EPC

The BOG policy sub-committee has made a few recommendations. EPC has advised the board on the policy matter. EPC would like this to have final approval for the February BOG meeting.

The committee reviewed the document with comments and revisions from BOG. Discussion ensued around dual credit, reserve sections, and international students displacing domestic.

Motion to approve admissions policy and procedure

Carried

Stephen Salem and Adelle Jonker

One abstained

EC.18-05.2 Scheduling Policy with BOG Comments – EPC

The BOG policy sub-committee has made a few recommendations. EPC has advised the board on the policy matter. EPC would like this to have final approval for the February BOG meeting.

The committee reviews the document with comments and revisions from BOG. Discussion around 2.09 “The final minutes of the instructional unit will be used for transition”.

Carried

*Motion to approve scheduling policy and procedures with changes from BOG and EDCO
Emily Suderman and Marja Burrows*

EC-18-05-3 Notice of Motion: ESL – Laurie Waye

The ESL program at NWCC runs out of the Prince Rupert campus. The funding for this program comes from the federal government through the LINC program. The funding for this program expires March 31st, 2018, and NWCC, in discussion with IRCC (Immigration, Refugees, and Citizenship Canada), which oversees LINC, has chosen to not pursue a renewal of the funding. There are numerous reasons for this decision, including requirements for instructor qualifications, dictated curriculum and assessment methods, excessive record keeping and reporting, and the low number of students. Currently, there are six students in the program. We have a teach-out plan in place for these students and staff have been informed of the program closure. The program will be suspended due to funding and will be removed from our academic catalog. A similar program may be brought back but it would be different. A formal motion will be brought to the next EdCo.

EC-18-05-4 Important Dates 2018-2022 – Stephen Salem

EdCo members are to distribute this document to their clusters for approval at the next EdCo in February.

EC-18-06 Reports – Tabled due to time constraints

EC-08-06.1 Chair – Catharine White

EC-18-06.2 FNC – Barb McRae

EC-18-06.3 ACPAC – Emily Suderman

EC-18-06.4 EPC – Stephen Salem

EC-18-06.5 Educational Planning and Program Review

EC-18-06.6 Educational Practice – Carrie Nolan

EC-18-06.7 Cluster Reports

Meeting Adjourned at: 1:36

Next Meeting: February 16