

**Minutes of the Education Council Meeting**  
**January 18, 2019**  
**Spruce 208 at 10:00am**



**Present:** Sumitpal Singh, Damanpreet Bopari, Kezia Sinkewicz, Colin Elliot for Laurie Waye, Stephen Salem, Dinesh Gautham, Catharine White, Marina Carer, Marja Burrows, Emily Suderman, Justin Kohlman

**Guests:** Regina Saimoto, Michael Brandt, Jessica Scafe, Allison Conway, Emma Shack, Carla Ollenberger, Maisson Schulmeister, Adam Nash

**Video Conference:** Mercedes de la Nuez, John Dyck, Reto Riesen, Michael Nelligan, Gloria Ubdegrove, Bill Dow, Jaswinderpal Singh

**Regrets:** Seth Downs, Laurie Waye

**Recording Secretary:** Tracey Fell

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Meeting called to order at 10:18 am due to technical issues, a power outage further delayed the meeting, resuming at approximately 10:30 am.

**CMTN'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, Gitxsan, 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.**

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| <i>EC.19-01</i> | <b>Adoption of the Agenda for January 18, 2019</b>  |
| <i>Carried</i>  | <i>Motion to accept the agenda with additions<br/>Stephen Salem and Regina Saimoto</i>                |
| <i>EC.19-02</i> | <b>Approval of the Minutes from November 16, 2019</b>   |
| <i>Carried</i>  | <i>Motion to approve the minutes as presented<br/>Marja Burrows, Dinesh Gautham and Stephen Salem</i> |
| <i>EC.19-03</i> | <b>Consent Agenda</b>   |
|                 | No Items  |

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| <i>EC.19-04</i>   | <b>Business Arising</b>   |
| <i>EC.19-04.1</i> | <p>Accuplacer cut scores</p> <p>University credit and Social Service Worker clusters have approved the use of the Accuplacer scores as presented by Ian Hamilton. UC cluster approved the use of both Math and English. Business has approved the use of scores for English 12 and Math 11.</p>   |
| <i>EC.19-04.2</i> | <p>Inactive course cluster approval – Emily put together a comprehensive list of courses that have not been run in a long time or do not belong to an active cluster. UC approved the very few that were on the list, SSW, ECCE and others have all been addressed and the courses are not inactive.</p>  |
| <i>EC.19-05</i>   | <b>New Business</b>   |
| <i>EC.19-05.1</i> | <p>ECCE 222 name change: The course title of ECCE 222 Field Placement 4 needs to change to ECCE 222 Field Placement IV. The request has come from the department and is required to create consistency between the program profile and the course listing on transcripts. Tabled to next meeting, Marja will supply the necessary paperwork.</p>  |
| <i>EC.19-05.2</i> | <p>Funding projects to change/improve learning spaces – Catharine White</p> <p>The Learning Space Task Group is creating proposal forms for changes to educational spaces. The committee prioritizes the proposals and then investigates funding.</p>   |
| <i>EC.19-05.3</i> | <p>CCSJ &amp; Criminology Diploma – Michael Brandt</p> <p>CCSJ change to make either CRIM 210 or CRIM 213 appropriate for the certificate. Currently, both are required, but the courses are rotated so they are not both offered in an academic year. Including SSW 112, creating flexibility in the English requirement by accept any of ENGL 101, ENGL 102, ENGL 151 or SSW 113, and adding that the students must apply directly to the practicum instructor 6 months prior to the practicum to allow time for the Criminal Record Check. The CRC required for the Criminology practicum placement takes much longer than the standard CRC. English 12 replaced with English studies 12 or First People English 12 or equivalent on the Program Summary Form pre-requisite list.</p> <p><i>Motion to accept the changes to CCSJ as presented</i></p> <p><i>Carried</i> <i>Emily Suderman, Regina Saimoto, John Dyck</i></p> <p>Criminology Diploma Change to accept CRIM 210 or 213 for the same reason as the CCSJ. The three credits have been added to the UC elective requirement.</p> <p>Discussion ensued regarding the CCSJ, Criminology Diploma, and Certificate becoming their own programs. Will be discussed further outside of EDCO.</p> <p><i>Carried</i> <i>Motion to accept the changes to the Criminology Diploma as presented</i></p> <p><i>Emily Suderman and Stephen Salem</i></p> |
| <i>EC.19-05.4</i> | <p>Criminology 198 – Michael Brandt</p> <p>This is the practicum, students need to apply to the practicum instructor 6 months in advance to allow time for the Criminal Record Check to be completed. The pre-requisites were changed to reflect all the courses required and the application to the</p>  |

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| <p><i>Carried</i></p>                          | <p>instructor 6 months in advance. Discussion of existing program requirements ie all courses need to become completed with a C+ or higher not a cumulative GPA.</p> <p><i>Motion to approve the change to CRIM 198 and the change to the prerequisites</i></p> <p><i>Emily Suderman and Marina Carere</i></p>  |
| <p><i>EC.19-05.5</i></p> <p><i>Carried</i></p> | <p>First Nations Fine Arts Advanced Diploma</p> <p>The intent of the change is to make the Business component of the Advanced Diploma more flexible for the students to fit their individual educational interests or gaps. Many of the artists in the Advanced Diploma program have developed business skills from the experiences they have had selling their art. MGMT 201 Entrepreneurship has been kept as a requirement and the remaining 9 credits are electives from the Business program. The changes are the result of feedback from students. We have honored 3 students with a deviated graduation pathway based on these changes. Students still need to complete the pre-requisite for MGMT 201 (Mark 150), with PLA is an option as some students do already have strong marketing skills from marketing their art.</p> <p><i>Motion to accept the changes to the First Nations Fine Arts Advanced Diploma program as presented</i></p> <p><i>Emily Suderman, Stephen Salem, Marina Carere</i></p> |
| <p><i>EC.19-05.6</i></p> <p><i>Carried</i></p> | <p>UC Biol XXX course pre-requisite changes – Catharine White</p> <p>As approved by the University Credit Cluster, to change the Biology 11 or 12 pre-requisite for relevant courses to match the new BC curriculum.</p> <p><i>Motion to replace “Biology 11 or equivalent” and “Biology 12 or equivalent” everywhere they occur as pre-requisites for UC Program courses to “Life Sciences 11 or equivalent” and “Anatomy and Physiology 12 or equivalent” respectively.</i></p> <p><i>Marja Burrows, Marina Carere</i></p>  |
| <p><i>EC.19-05.7</i></p> <p><i>Carried</i></p> | <p>University Credit Program pre-requisite change and English pre-requisite changes – Catharine White</p> <p>As approved by University Credit Cluster, to change the English 12 prerequisite to match the new BC curriculum: English Studies 12 or First-People’s English 12 or equivalent. The Communications 12 stream is being retired so all students will be taking an academic English.</p> <p><i>Motion to replace English 12 or equivalent everywhere it occurs as a pre-requisite for the UC Program and individual UC Courses with “English Studies 12 or First Peoples English 12 or equivalent”</i></p> <p><i>Stephen Salem, Regina Saimoto, Colin Elliot</i></p>   |
| <p><i>EC.19-05.9</i></p>                       | <p>EPC: Credential Policy and Procedures and Academic Integrity and Appeals – Stephen Salem</p> <p>Credential Policy and Procedures: replaces the Diploma, Certificate and Associate degree policy, it is much more robust. There is now duration to complete language included. If Clusters have programs that want to deviate from the timelines it needs to be written into the curriculum documentation. It does not limit the student, it directs students who are outside of the timelines to contact the program coordinator</p>   |

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| <p><i>Carried</i></p> <p><i>Carried</i></p>     | <p>or academic head to discuss completion. Timeline to complete affects the program teach out plan, so longer timelines create many complications.</p> <p><i>Motion to approve the policy as presented and send it to the Board of Governors</i><br/><i>Stephen Salem, Marina Carere, Marja Burrows</i></p> <p>Academic Integrity and Appeals Policy and Procedures: this policy now includes additional language to address students on clinical sites or field schools; it creates the framework for how we can remove students from practicum or field school sites for negligent behavior.</p> <p><i>Motion to amend the Academic Integrity and Appeals Policy and Procedure with the changes as presented</i><br/><i>Stephen Salem, Marina Carere, Adam Nash</i></p>   |
| <p><i>EC.19-05.10</i></p> <p><i>Carried</i></p> | <p>HCAS: Regina Saimoto and Marina Carere</p> <p>The HCAS registry updated their curriculum in 2015 and these changes to the program hours bring our curriculum into alignment with those registry changes. The Registry now requires the HCAS student to take SPECO, which is a set of modules that includes WHMIS. Therefore, we are removing WHMIS from our entrance requirements. The registry has also changed the first aid requirement and is allowing Institutions to specify which First Aid they will accept. Therefore, we are changing our First Aid entrance requirements. The Grade 12 and English requirement language has been clarified for both English as a first language and English as a second language students. The number of hours in three course outlines have also been corrected to be in alignment with Registry curriculum requirements. The language in the course pre-requisites have been changed to be clearer. EDCO would like the course outlines to come back through once there is a new coordinator in place. All course outlines updated with the original course developer, Jody Stone and the date of first offering, Jan 1, 2019. In meeting adjustments made to course outlines as necessary.</p> <p><i>Motion to approve the changes to the HCAS program and courses, including changes to the outlines to be made offline</i><br/><i>Stephen Salem and Emily Suderman</i></p> |
| <p><i>EC.19-05.11</i></p> <p><i>Carried</i></p> | <p>HLPR 101</p> <p>Dual credit course developed for students interested in the HCAS program. This course will transfer internally to HCAS 102. Learning outcomes are updated to align with HCAS 102. Instructors are already covering the required learning outcomes; this change formalizes the learning outcomes in the course documentation. Course creator adjusted to reflect the original course developer, Jody Stone.</p> <p>Motion to accept the changes to HLPR 101 as presented<br/><i>Stephen Salem and Marja Burrows</i></p>   |
| <p><i>EC.19-05.12</i></p>                       | <p>Math 046 – Michael Nelligan</p> <p>The provincial math articulation committee has required all courses to be rearticulated every seven years. There a couple of small changes being made: one module is being split into two, and there have been affective learning outcomes</p>  |

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|                                      | <p>added. This course will be rearticulated provincially in March. The learning outcomes are word for word from the ABE Articulation Handbook, with the addition of the affective learning outcomes. There may be more curriculum development done this spring. In meeting revisions made to instructor qualifications to limit to educational requirements.</p> <p><i>Carried</i>      <i>Motion to accept Math 046 with the changes</i><br/><i>Emily Suderman and Dinesh Gautham</i></p>   |
| <i>EC.19-05.14</i><br><i>Carried</i> | <p>Henan Medical College - Justin Kohlman</p> <p>MOU and Academic Co-operation document – Representatives from Henam visited previously and will be back on campus on January 24 to sign the Memorandum of Understanding. The Ministry of Education in China has imposed a March 1 deadline to meet the requirement for the agreements to be supported by the Chinese government. They want us to do some teaching in China and send some students here. They are interested in the LPN program, the Canadian Experience, and how our curriculum can align with their existing program. Their emphasis is not to have students come and work here, but to bring the Canadian Experience to China. Our Curriculum is mandate and publicly available so not proprietary. Questions regarding email address on MOU.</p> |
| <i>EC.19-04.3</i><br><i>Carried</i>  | <p>Teacher Test Drive – Jessica Scafe</p> <p>In the past, student Services has hosted the Student Test Drive event. This year instead a professional development opportunity is being offered for high school teachers and counsellors. Jessica is looking for faculty participation. It is a great recruitment opportunity for the clusters. Student services is hoping to make it an annual event with experiential learning opportunities.</p>  |
| <i>EC.19-06</i>                      | <b>Reports - All reports tabled due to time constraints</b>  |
| <i>EC.19</i>                         | Chair – Catharine White  |
| <i>EC.19</i>                         | First Nations Council – Karmen Smith   |
| <i>EC.19</i>                         | ACPAC – Emily Suderman   |
| <i>EC.19</i>                         | EPC – Stephen Salem  |
| <i>EC.19</i>                         | Educational Planning and Program Review  |
| <i>EC.19</i>                         | Educational Practice   |
| <i>EC.19</i>                         | Cluster Reports  |
|                                      | <p><b>Motion to adjourn: Stephen Salem 12:53 pm</b></p> <p><b>Next Meeting: February 15, 2019</b></p>  |