

Education Council Meeting Minutes

November 22, 2024

10:00 am – 2:00pm

Kaltura <https://cap1-smart.newrow.com/#/room/ft44cap>

Coast Mountain College serves six First Nations in Northwest British Columbia: Haida, Ts'msyen (Tsimshian), Nisga'a, Haisla, Gitx̱san and Wet'suwet'en and acknowledges the traditional territories its campuses reside on.

We also collaborate with our close neighbors in the Tahltan Nation.

Chair: Gord Weary (Acting Chair)

Recording Secretary: Monica Barro

Bernadette McNabb – Support Staff Seat (March 2025)	Present
Callan Williamson - Health Cluster (March 2026)	Helen Hamel
Chris Try – Business & First Nations Fine Arts (March 2025)	Present
CJ Butcher - Non-voting - Advisory Member BOG (March 2026)	
Colin Elliot – Admin Seat (March 2025)	Present
Emily Suderman – Admin Seat (March 2025)	Emma Shack
Gord Weary - University Credit and Applied Coastal Ecology (March 2025)	Present
Gurpreet Singh – Terrace Student Seat (August 2025)	
Jon Stone - Teaching and Learning Support (March 2025)	Present
Josiah Bahr – Terrace Student Seat (August 2025)	Present
Kāshā JMorris - Indigenous Scholar Faculty (March 2025)	Present
Linnea Waechter - Trades and Workforce Training (March 2025)	
Marja Burrows - Human Services (March 2026)	Trenna Johnson
Melanie Pollard - Developmental Education (March 2026)	Present
Nakkita Trimble – Business & First Nations Fine Arts (March 2025)	Present
Priscilla Michell - Non-voting - Advisory Member FNC (March 2025)	
Reto Riesen - University Credit and Applied Coastal Ecology (March 2026)	Present
Sandy Kaardal – Support Staff Seat (March 2026)	Present
Titi Kunkel – Admin Seat (March 2025)	Present
Tracey Woodburn – Admin Seat (March 2025)	Present Andy Klimach (11:00AM to 12:30PM)
Vandana Devi Kataria – Regional Student Seat (August 2025)	
Vacant – Developmental Education (March 2025)	
Vacant – Prince Rupert Student Seat (August 2025)	

Attendees: James Kakulavaram, Sarah Grielens, Darjem Ponce, Dawn McConnell, Tracey Hoffos, Anuraj Bajwa, Michele Cook, Robyn Blake, Kara Loy, Adam Nash

Welcome Introductions: **10:01am**

Call to order and declaration of Quorum: (1 minute): **10:10am**

Approval of the Agenda and all items on Consent Agenda (2 minutes)	EC.24.64
For Approval: EdCo Agenda	
First: Titi Kunkel Second: Chris Try	

<p style="text-align: right;"><i>Carried</i></p> <p>Approval of Minutes from November 1, 2024 (2 minutes)</p> <p>For Approval: EdCo Minutes</p> <p style="text-align: right;">First: Titi Kunkel Second: Colin Elliott <i>Carried</i></p>	EC.24.65
<p>CONSENT AGENDA</p>	EC.24.66
<p>ACTION AGENDA</p>	EC.24.67
<p>Annual Face to Face Meeting – Gord Weary (10 minutes)</p> <p>➤ Notice of Motion and Motion: To approve that Education Council will host a minimum of one (1) face to face meeting per year. A proposed date for the first meeting would be the EdCo meeting in May.</p> <p>Discussion:</p> <ul style="list-style-type: none"> • Proposed an amendment to specify that the face to face meeting be held at the Terrace campus. • Kāshā chaired the EdCo meeting at 10:17am. <p>➤ Motion: To amend the proposal to specify Terrace as the location for the face to face meeting.</p> <p style="text-align: right;">First: Titi Kunkel Second: Colin Elliott <i>Carried</i></p> <p>Discussion:</p> <ul style="list-style-type: none"> • For clarification, while video conferencing would be available, the intent was to focus on in-person attendance. • The importance of in-person engagement and maintaining inclusivity for remote participants. • Sarah confirmed that accommodations would be arranged at all campuses. • Suggestion of having a workshop in the afternoon. • It will be useful if the chair attend one (1) meeting at least a year with FNC. Every board meeting the chair is submitting a report. As per section 4.2.7, Attend regular meetings and functions of the BOG and FNC. • A question was raised regarding budget for travel, Anuraj will look into the budget of EdCo for travel and would like to confirm how many people are travelling. • Suggestion of having a workshop in the afternoon. • Anuraj confirmed that there is a budget line for travel. • Gord is back to chairing the EdCo meeting at 10:32am. <p style="text-align: right;">First: Gord Weary Second: Colin Elliott <i>Carried</i></p>	EC.24.67.01
<p>Bylaw Review Task Force – Marja Burrows (10 minutes)</p> <p>Motion: To create Bylaw Review task force.</p> <p>6.3 Task Forces</p> <p>6.3.1 An EdCo resolution initiating a task force shall include the following:</p> <p>6.3.1.1 A name for the task force</p> <p style="text-align: center;">Bylaw Review Task Force</p>	EC.24.67.02

<p>6.3.1.2 A list of specific duties and objectives</p> <ol style="list-style-type: none"> 1. To review the current bylaws for missing and/or contradictory elements, provide clarity, and incorporate amendments as recommended by other task forces. 2. To provide recommendations to EdCo regarding potential changes to achieve objective #1. 3. To report back to EdCo by February as required by EdCo bylaws. <p>6.3.1.3 The appointed Chair, who shall be a member of EdCo. Chair: Marja Burrows</p> <p>Discussion:</p> <ul style="list-style-type: none"> • Members of the task force: Marja Burrows, Colin Elliott as presenter, Kāshā. <p style="text-align: right;">First: Marja Burrows Second: Colin Elliott <i>Carried</i></p>	
DISCUSSION AGENDA	EC.24.68
<p>Land Acknowledgement and Efforts of Reconciliation</p> <p>Coast Mountain College serves six First Nations in Northwest British Columbia: Haida, Ts'msyen (Tsimshian), Nisga'a, Haisla, Gitx̱san and Wet'suwet'en and acknowledges the traditional territories its campuses reside on.</p> <p>We also collaborate with our close neighbors in the Tahltan Nation.</p> <p>Discussion:</p> <ul style="list-style-type: none"> • Kāshā shared their involvement in a project led by Camosun College to indigenize the English placement test. This initiative aims to create a more authentic and culturally safe process for students. Kāshā is part of the subcommittee focused on developing an advisory group to guide the project, which includes educators and Indigenous scholars from across Canada. • Melanie shared insights from a spring conference, where they have discussed the importance of naming and understanding the significance of names. Melanie shared that in their Fundamental English course, students explored the Roy Henry Vickers' story Cloudwalker where they name the new river they live alongside Ksien, "juice from the clouds". The announcement of the new name of the regional hospital was made. The discussion opened meaningful conversations about how names convey meaning, identify, and significance, and why understanding this is important. • Gord shared a recent news about a person from Kitwancool Lake who went missing for nine (9) days, which united the community through search efforts and reminded the group of the power of community in times of tragedy. • Adam shared on their recent WALA course which they have discussed about Indigenizing assessment and evaluation, sharing how instructors and instructors to be are open to exploring new ways to engage with the content in a culturally responsive manner. • Andy share about the legacy of Murray Sinclair and how much movement has happened with efforts at reconciliation because of his efforts. Andy watched his memorial and was a very powerful experience. • Dawn shared the FNAC department's recent workshop regarding sewing. Expressed gratitude to the department for their efforts in creating meaningful 	EC.24.68.01

<p>opportunities for students, staff, and community members. The workshop fosters cultural practices and make connections to the community.</p>	
<p>Indigenization of Curriculum – Kāshā JMorris (20 minutes)</p> <ul style="list-style-type: none"> • There will be an upcoming Reconciliation workshop, facilitated by Linda Gray, a motivational speaker and author. Invitations were primarily sent out to the faculty. If you are not on the CMTN instructor’s list, please send an email to Kāshā if you are interested in attending and there will be a pre-door prize. • There is a course on Brightspace called Grading Pathways through Self-Awareness, wherein 143 people are enrolled in the program. Designed for flexible completion and aimed at enhancing self-awareness. • Encouragement to explore additional resources from the First Peoples information and resources online. • Kāshā shared that she participated in workshops, including Albert Marshall’s “Two Eyed Seeing” workshop. Participated in symposium featured inspiring keynote speakers and a dinner with cultural performances. 	<p>EC.24.68.02</p>
<p>Curriculum Renewal for Courses 2017 or Older – Sarah Grielens (10 minutes)</p> <ul style="list-style-type: none"> • The discussion was focused on courses that may need re-articulation as they are outdated. • There are no serious flags regarding the transfer credit approval of these courses. • Faculty members were commended for their work in re-articulating courses in previous years. <p>Action item: Program areas should discuss this internally with clusters and address any courses that need re-articulation. This will be revisited in February.</p>	<p>EC.24.68.03</p>
<p>REPORTS</p>	<p>EC.24.69</p>
<ul style="list-style-type: none"> • Admission Requirements and Equity Task Force – Emma Shack <ul style="list-style-type: none"> • The taskforce met on October 9th to discuss the impact of high school graduation requirements and mature student language on program admissions. • The recommendations include review program pages to ensure that the requirements are stated clearly. If grade 12 graduation is not required for admission, it should be removed. Feedback from most clusters indicated that grade 12 is not typically required, except for specific programs. • There was a discussion about literacy levels and how they might impact program admissions, with specific reference to Social Service Worker (SSW) program where the Accuplacer test has been a barrier. • Some programs are exploring ways to be more accessible but need IT set-up to support these changes. • It was emphasized the importance of understanding how policies are implemented, particularly regarding high school graduation and mature student status to avoid conflicts. • Discussion about pathways for students who do not meet specific high school requirements but have demonstrated competence in other ways. • Action for clusters: Ensure program pages reflect the correct entry requirements and avoid unnecessary barriers to entry for applicants. • CIM Review Task Force – Emma Shack <ul style="list-style-type: none"> • The meeting did not get scheduled but the task force is aiming to meet in December. 	<p>EC.24.69.01</p>

<ul style="list-style-type: none"> • FNC – Priscilla Michell <ul style="list-style-type: none"> • No reports • Educational Practice – Tracey Woodburn <ul style="list-style-type: none"> • No reports • Educational Planning and Program Review – Tracey Woodburn <ul style="list-style-type: none"> • No reports • EPC – Emily Suderman <ul style="list-style-type: none"> • EdCo definitions has been reviewed and EPC is aiming to report back on January to EdCo. • Animal Care policy and procedure has been rescinded. The institution is no longer certified by the Canadian Council on Animal Care for conducting research or teaching using animals. • IEC – Colin Elliott <ul style="list-style-type: none"> • The upcoming IEC meeting is on November 27th and it will be chaired by Jon, if there is anyone interested to join the IEC meeting, please contact Jon or Monica. • Trades Cluster Seat <ul style="list-style-type: none"> ○ Shauna Stach outgoing ○ Linnea Waechter – To represent Trades & Workforce cluster (ends March 2025) 	
<p>Motion to adjourn: 11:23AM Emma Shack/Titi Kunkel</p> <p>Next Meeting: December 20, 2024</p>	<p>EC.24.70</p>

Additional Links and Information:

[Education Council Bylaws - 2022](#)
[College and Institute Act](#)
[Meeting Schedule](#)

Acronyms

- ACC = Articulation and Curriculum Committee
- CIM = Curriculum Information Management
- FNC = First Nations Council
- EPC = Education Policy Committee
- TOR = Terms of Reference