

SUMMARY OF MOTIONS FOR
 EDUCATION COUNCIL
 September 2014 - August 2015

September 26 th																						
EC.14.1	<p>Adoption of Agenda</p> <p><i>Motion to adopt the agenda as amended.</i></p> <p>Chris Gee / Kim McIntyre</p>																					
<i>Carried</i>																						
EC.14.2	<p>Approval of the Minutes from May 30, 2014</p> <p><i>Motion to pass minutes from May 30, 2014.</i></p> <p>Debbie Stava / Julia Moore</p>																					
<i>Carried</i>																						
EC.14.4.4	<p>MPO Program Change Approval (From CPAC)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; padding: 2px;">NEW PROGRAM: <input checked="" type="checkbox"/></td> <td style="width: 33%; padding: 2px;">PROGRAM CHANGE: <input type="checkbox"/></td> <td style="width: 33%; padding: 2px;">NEW CREDENTIAL: <input type="checkbox"/></td> </tr> <tr> <td colspan="3" style="padding: 2px;">DATE: October 31, 2013</td> </tr> <tr> <td colspan="3" style="padding: 2px;">PROGRAM NAME: Mineral Processing Operator Program</td> </tr> <tr> <td colspan="3" style="padding: 2px;">PROPOSAL SUBMITTED BY: Danielle Smyth</td> </tr> <tr> <td colspan="3" style="padding: 2px;">CAMPUS: Smithers and Houston</td> </tr> <tr> <td colspan="3" style="padding: 2px;">EFFECTIVE/START DATE: SEPT 2014</td> </tr> <tr> <td colspan="3" style="padding: 5px;"> <p>PROGRAM PREREQUISITES:</p> <p>The full Mineral Processing Operator program pre-requisites reflect mine employers' recruitment qualifications for a Mineral Processing Operator job position.</p> <p>Learners must complete an interview (completion of interview is required however the results will not be used as basis for admission; the purpose of the interview is to outline expectations of the program and mine workplace).</p> <p><u>Admission Requirements:</u></p> <ol style="list-style-type: none"> 1. Must have Grade 12, GED, or equivalent (does not include Evergreen Certificate). <p><u>Additional Information for Students</u></p> </td> </tr> </table>	NEW PROGRAM: <input checked="" type="checkbox"/>	PROGRAM CHANGE: <input type="checkbox"/>	NEW CREDENTIAL: <input type="checkbox"/>	DATE: October 31, 2013			PROGRAM NAME: Mineral Processing Operator Program			PROPOSAL SUBMITTED BY: Danielle Smyth			CAMPUS: Smithers and Houston			EFFECTIVE/START DATE: SEPT 2014			<p>PROGRAM PREREQUISITES:</p> <p>The full Mineral Processing Operator program pre-requisites reflect mine employers' recruitment qualifications for a Mineral Processing Operator job position.</p> <p>Learners must complete an interview (completion of interview is required however the results will not be used as basis for admission; the purpose of the interview is to outline expectations of the program and mine workplace).</p> <p><u>Admission Requirements:</u></p> <ol style="list-style-type: none"> 1. Must have Grade 12, GED, or equivalent (does not include Evergreen Certificate). <p><u>Additional Information for Students</u></p>		
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Students should be aware of the working environment of a Mineral Processing Operator: a 12 hour work shift, live in camp continually on your feet walking around monitoring equipment up and down stairs. Students should enjoy practical and manual work. Student should have a mechanical aptitude.

Student should be aware that the following requirements may apply for parts of the program that take place on-site at a mine and/or for employment at a mine upon completion of the program: ability to pass a drug and alcohol test, a medical test of declaration of physical fitness must be in good health and physically fit to climb stairs frequently at a mine and lift 20kg; must have good vision (corrective lenses are OK) and hearing; have a full range of body and limb movement; hold a valid drivers' license. Failure to meet any and all of these requirements will limit or disadvantage graduates from participation in the practicum and securing employment.

Please note that individual resource Safety and Certification Training which includes seven Safety Certification Courses within the program do not require any prerequisites. These are: OFA Level 1, Transportation Endorsement, H2S Alive, WHMIS, Confined Space, Fall Protection, and Lock-out/Tag-out Procedures.

BRIEF DESCRIPTION OF PROGRAM CHANGE (USE ATTACHMENT IF NECESSARY):

TOTAL PROGRAM CREDITS:	TOTAL PROGRAM HOURS: 366
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PROPOSED NEW PROGRAM CURRICULUM (USE ATTACHMENT IF NECESSARY):

COURSE #	COURSE NAME	CREDITS	HOURS	PREREQUISITES	CO-REQUISITES
MPO 100	Resource Safety and Certification	3.0	40		
	<ul style="list-style-type: none"> • OFA Level 1 Certificate 		8		
	<ul style="list-style-type: none"> • First Aid Transportation 		8		
	<ul style="list-style-type: none"> • H2S Alive Certificate 		8		
	<ul style="list-style-type: none"> • WHMIS Certificate 		4		
	<ul style="list-style-type: none"> • Confined Space Certificate 		4		
	<ul style="list-style-type: none"> • Fall Protection Certificate 		4		
	<ul style="list-style-type: none"> • Lock-Out/Tag-Out Procedures 		4		
MPO 101	Introduction to Mining and Mining Jobs	2.0	28	-Must have Grade 12, GED, or equivalent.	
MPO 102	Essential Skills for the Mine Workplace	7.0	104	-Must have Grade 12, GED, or equivalent.	-OFA Level 1 -First Aid Transportation Endorsement -WHMIS

MPO 103	Mine Workplace Safety	3.0	44	-Completion of MPO 100, MPO 101	-Confined Space -Fall Protection -Lock-Out / Tag-out Procedures OR MPO 100
MPO 104	Introduction to Ore Processing Methods	2.5	36	-Completion of, MPO 101, MPO 102	MPO 100 - Resource Safety and Certification
MPO 105	Grinding Processes – METSO Software CBT	2.5	36	-Completion of MPO 101, 102, and 103	MPO 100 - Resource Safety and Certification
MPO 106	Flotation and Filtration Processes—METSO Software CBT	3.5	54	-Completion of MPO 101, MPO 102, MPO 103, MPO 104, MPO 105	MPO 100 - Resource Safety and Certification
MPO 107	Primary Crushing—METSO Software CBT	2.0	24	-Completion of MPO 101, MPO 102, MPO 103, MPO 104, MPO 105, MPO 106	MPO 100 - Resource Safety and Certification
MPO 199	Mine Site Practicum (optional)	6.0	90 (not included in program hours)		
TOTAL		25.5	366		

Carried

Motion to accept the removal of the driver's license requirement from the Mineral Processing Operator Program.

Regina Saimoto / Reto Riesen

Abstain—1

Approve—8

Decline—1

EC.144.6

Education Policy Committee

Carried

Motion to suspend the Education Policy Committee until further notice and that Education Council have representation at the College Policy Committee.

Reto Riesen / Chris Gee

October 24th

EC.1436

Adoption of Agenda

Carried

Motion to adopt the agenda, as amended.

Chris Gee / Dave McKeever

EC.14.37	Approval of the Minutes from September 26th
Carried	<i>Motion to pass minutes from September 26th.</i> Reilly Walker / Julia Moore
EC.14.38.2	Suspension/Cancelation Policy
Carried	<i>Motion to refer the “Deletion or Relocation of College Programs” policy to the Education Policy Committee. EPC should consider separating the current policy into two and present drafts at the next EDCO meeting.</i> Alice Maitland / Ann Marie Merkel
EC.14.40.3	A5 – Ann Marie Merkel
Carried	<i>Motion to approve the Transfer Credit Policy.</i> Ann Marie Merkel / Reilly Walker
November 28th	
EC.14.41	Adoption of Agenda
Carried	<i>Motion to adopt the agenda, as amended.</i> Reto Riesen / Reilly Walker
EC.14.42	Approval of Minutes from October 24th
Carried	<i>Motion to pass minutes from October 24, as amended</i> Kim McIntyre / Chris Gee
EC.14.43	Summary of Motions 2013-14
Carried	<i>Motion to approve the Summary of Motions 2013-14.</i> Reilly Walker / Julia Moore
EC.14.43.2	Bi-Election Update
	All student seats have been filled. The three vacancies in the faculty/support positions still remain. The Health Program seat may be filled, but not officially.

EC.1443.3 **ICT Program Update—Tanya Rixin**

Tabled

 Motion to delete the ICT Program.
 Tanya Rixin / Debbie Stava

 E.C.1444.1 **Physics 0501/0502—New Courses—Ken Shaw (CPAC)**

Carried

 Motion to approve the new courses *Physics 0501 and 0502*.
 Rocque Berthiaume / Kim McIntyre

Program: CAREER AND COLLEGE PREPARATION		Date of Submission: October 27, 2014
Course Abbreviation & Proposed Number: Physics 0501	Date Of Expected First Offering: January 2015	No. of Credits: 3
Level Of Study: <input type="checkbox"/> First Year <input type="checkbox"/> Second Year <input checked="" type="checkbox"/> Not Applicable		Grading Format: <input checked="" type="checkbox"/> Letter Grade <input type="checkbox"/> Credit/No Credit
Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) Provincial Level Physics I		
Total Course Hours: 60 (SELF-PACED)	Total Lecture Hours: 52	Total Lab Hours: 8
Total Practicum Hours: 0	Other: 0	Max Enrollment Per Collective Agmnt: 20
Prerequisite: Physics 040 or Physics 11; Math 0401/042 or Math 043 or Principles of Math 11 or Foundations of Math 11; or permission of the instructor.		Co-Requisite:
Required Instructor Qualifications B.Ed.in Secondary Education (physics) or a Bachelor Degree in a closely related discipline and a B.Ed.		
Brief description of course change (use attachment if necessary): Modularization of existing Physics 050 course for self-paced delivery and updating of learning outcomes to meet provincial ABE requirements.		

Program: CAREER AND COLLEGE PREPARATION		Date of Submission: October 27, 2014
Course Abbreviation & Proposed Number: Physics 0502	Date Of Expected First Offering: January 2015	No. of Credits: 3
Level Of Study: <input type="checkbox"/> First Year <input type="checkbox"/> Second Year <input checked="" type="checkbox"/> Not Applicable		Grading Format: <input checked="" type="checkbox"/> Letter Grade <input type="checkbox"/> Credit/No Credit
Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) Provincial Level Physics II		
Total Course Hours: 60 (SELF-PACED)	Total Lecture Hours: 52	Total Lab Hours: 8
Total Practicum Hours: 0	Other: 0	Max Enrollment Per Collective Agmnt: 20
Prerequisite: Physics 0501 or Physics 040 or Physics 11; Math 0401/042 or Math 043 or Principles of Math 11 or Foundations of Math 11; or permission of the instructor.		Co-Requisite:
Required Instructor Qualifications B.Ed.in Secondary Education (physics) or a Bachelor Degree in a closely related discipline and a B.Ed.		
Brief description of course change (use attachment if necessary): Modularization of existing Physics 050 course for self-paced delivery and updating of learning outcomes to meet provincial ABE requirements.		

Carried

Motion to strike a working group, made up of EDCO and FNC members, to review the ACKAC Terms of Reference and practices and bring forward recommendations to the January EDCO meeting.
 Rocque Berthiaume / Kim McIntyre

EC.14.44.2

LPAT 106—New Course—Tanya Rexin (CPAC)

Carried

Motion to accept the new course LPAT 106.
 Angela Sampson / Lothlan Olson

Program: Learning Pathways LPAT		Date of Submission: September 5 th , 2014
Course Abbreviation & Proposed Number: LPAT 106	Date Of Expected First Offering: Fall 2014	No. of Credits: 1
Level Of Study: <input type="checkbox"/> First Year <input type="checkbox"/> Second Year <input checked="" type="checkbox"/> Not Applicable		Grading Format: <input type="checkbox"/> Letter Grade <input checked="" type="checkbox"/> Credit/No Credit

Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) Driver Success		
Total Course Hours: 15	Total Lecture Hours:	Total Lab Hours:
Total Practicum Hours:	Other:	Max Enrollment Per Collective Agreement: 16
Prerequisite: None		Co-Requisite: None
Required Instructor Qualifications: Bachelor of Education; training in developmental adult education and/or Special Education/differential instruction preferred.		
Brief description of course change (use attachment if necessary): This 15-hour course is designed to introduce developmental/low literacy level students to basic driving concepts and study skills to prepare learners to write the BC Drivers knowledge exam. Course material is designed for learners that require more support and time to master concepts.		

EC.14.44.3

ENTR 150, 151 & 152—New Courses—Dave McKeever (CPAC)

Carried

Motion to approve the new courses ENTR 150, 151 and 152, including the math prerequisite updates.

Dave McKeever / Lothlan Olson

Program: Business Administration		Date of Submission: October 9, 2014
Course Abbreviation & Proposed Number: ENTR 150	Date Of Expected 1 st Offering 2015W or 2015F	No. of Credits: 3
Level Of Study: <input checked="" type="checkbox"/> First Year <input type="checkbox"/> Second Year <input type="checkbox"/> Not Applicable		Grading Format: <input checked="" type="checkbox"/> Letter Grade <input type="checkbox"/> Credit/No Credit
Course Title: Introduction to Entrepreneurship		
Total Course Hours: 45 Hours	Total Lecture Hours: 45 Hours	Total Lab Hours: N/A
Total Practicum Hours: N/A	Other:	Max Enrollment Per Collective Agreement: 40
Prerequisite: Business Administration program admission as follows: <ul style="list-style-type: none"> • English 12 or First People's English 12 or NWCC ENGL 050 or ENGL 055 AND • Principles of Math 11, Applications of Math 12 or NWCC MATH 0401/0402 or MATH 046 Advanced Business/Technical Math, MATH 047; OR 		Co-Requisite: None

<ul style="list-style-type: none"> Office Assistant Certificate plus Accounting Certificate, both with a "B" average, from NWCC's Applied Business Technology Program OR Successful completion of the Canadian Achievement Test (CAT). 		
Also intended for Dual Credit with high schools		
Required Instructor Qualifications: As per collective agreement Masters in Business Management or related graduate degree		
Brief description – One of three new proposed courses in support of NWCC offerings in support of Small Business development and Entrepreneurial start-ups - The Introduction to Entrepreneurship course will acquaint the student with basic theory and practices specific to small businesses and Entrepreneurial start ups.		
Program: Business Administration		Date of Submission: October 9, 2014
Course Abbreviation & Proposed Number: ENTR 151	Date Of Expected 1 st Offering 2015W or 2015F	No. of Credits: 3
Level Of Study: <input checked="" type="checkbox"/> First Year <input type="checkbox"/> Second Year <input type="checkbox"/> Not Applicable		Grading Format: <input checked="" type="checkbox"/> Letter Grade <input type="checkbox"/> Credit/No Credit
Course Title: Introduction to Northern Business		
Total Course Hours: 45 Hours	Total Lecture Hours: 45 Hours	Total Lab Hours: N/A
Total Practicum Hours: N/A	Other:	Max Enrollment Per Collective Agreement: 40
Prerequisites: Business Administration program admission as follows: <ul style="list-style-type: none"> English 12 or First People's English 12 or NWCC ENGL 050 or ENGL 055 AND Principles of Math 11, Applications of Math 12 or NWCC MATH 0401/0402 or MATH 046 Advanced Business/Technical Math, MATH 047; OR Office Assistant Certificate plus Accounting Certificate, both with a "B" average, from NWCC's Applied Business Technology Program OR Successful completion of the Canadian Achievement Test (CAT). 		Co-Requisite: None
Also intended for Dual Credit with high schools		
Required Instructor Qualifications: As per collective agreement Masters in Business Management or related graduate degree		

Brief description – One of three new proposed courses in support of NWCC offerings in support of Small Business development and Entrepreneurial start-ups
 - This course will address the overall business climate in northern BC, with a focus on small businesses and Entrepreneurs, integrating aspects of economics, social, demographic and political realities for Northern communities.

Program: Business Administration		Date of Submission: October 9, 2014
Course Abbreviation & Proposed Number: ENTR 152	Date Of Expected 1 st Offering 2015W or 2015F	No. of Credits: 3
Level Of Study: <input checked="" type="checkbox"/> First Year <input type="checkbox"/> Second Year <input type="checkbox"/> Not Applicable		Grading Format: <input checked="" type="checkbox"/> Letter Grade <input type="checkbox"/> Credit/No Credit
Course Title: Marketing for Entrepreneurs		
Total Course Hours: 45 Hours	Total Lecture Hours: 45 Hours	Total Lab Hours: N/A
Total Practicum Hours: N/A	Other:	Max Enrollment Per Collective Agreement: 40
Prerequisites: Business Administration program admission as follows: <ul style="list-style-type: none"> • English 12 or First People's English 12 or NWCC ENGL 050 or ENGL 055 AND • Principles of Math 11, Applications of Math 12 or NWCC MATH 0401/0402 or MATH 046 Advanced Business/Technical Math, MATH 047; OR • Office Assistant Certificate plus Accounting Certificate, both with a "B" average, from NWCC's Applied Business Technology Program OR • Successful completion of the Canadian Achievement Test (CAT). 		Co-Requisite: None
Also intended for Dual Credit with high schools.		
Required Instructor Qualifications: As per collective agreement Masters in Business Management or related graduate degree		
Brief description One of three new proposed courses in support of NWCC offerings in support of Small Business development and Entrepreneurial start-ups. This course will provide an introduction to basic marketing principals with a focus on small businesses and entrepreneurial startups		

EC.14.44.4	BFIN 251 & MGMT 253—Prerequisite Changes—Dave McKeever (CPAC)
Carried	<i>Motion to approve the removal of ACCT 151 and MATH 251 as prerequisites for the course BFIN 251.</i> Dave McKeever / Lothlan Olson
Carried	<i>Motion to approve the addition of BLAW 150 to the prerequisites for the course MGMT 253.</i> Dave McKeever / Reilly Walker
EC.14.44.5	Business Administration Program—Prerequisite Additions—Dave McKeever (CPAC)
Carried	<i>Motion to add MATH 047 as an optional prerequisite to the Business Administration program (Certificate and Diploma.)</i> Dave McKeever / Reilly Walker
EC.14.44.6	Healthcare Assistant Program—Prerequisite Change—Debbie Stava (CPAC)
Carried	<i>Motion to approve the change in language requirements, as presented, to the Healthcare Assistant Program.</i> Debbie Stava / Desiree Louis
EC.14.44.7	Practicum Policy Draft—Reilly Walker
Carried	<i>Motion to send the Practicum and Work Experience Policy to the Education Policy Committee (EPC) for review.</i> Chris Gee / Reilly Walker
January 23, 2015	
EC.14.41	Adoption of Agenda
Carried	<i>Motion to adopt the agenda, as amended.</i> Reilly Walker / Julia Moore
EC.14.42	Approval of Minutes from November 28th, 2014
Carried	<i>Motion to pass minutes from November 28th, as amended.</i> Chris Gee / Kimberly McIntyre

EC.1443.2

EPC Policy update – Deletion or Relocation of College Programs

Carried

Motion to have Cluster reps review Deletion or Relocation of College Programs Policy with their respective groups and report feedback back to Jessica Scafe (jscafe@nwcc.bc.ca) by February 5th in order to compile findings prior to next EPC meeting.

Anne-Marie Merkel / Tanya Rexin

Carried

Motion to forward to Suspension of Program Policy to EPC for review and creation

Ann Marie Merkel / Tanya Rexin

E.C.1444.1

Youth Entrepreneurship Program—Dave McKeever (CPAC)

Carried

Motion to approve the Youth Entrepreneurship Program as presented with proviso that Math prerequisites will be updated

Dave McKeever / Desiree Lewis

NEW PROGRAM: <input checked="" type="checkbox"/> X	PROGRAM CHANGE: <input type="checkbox"/>	NEW CREDENTIAL: <input type="checkbox"/>
DATE: December 1, 2014		
PROGRAM NAME: YOUTH ENTREPRENEURSHIP PROGRAM		
PROPOSAL SUBMITTED BY: DAVID TRY AND DAVE MCKEEVER		
CAMPUS: TERRACE/PRINCE RUPERT		
EFFECTIVE/START DATE: FALL 2015 (SOME COURSES MAY START IN WINTER 2015)		
PROGRAM PREREQUISITES: <ul style="list-style-type: none"> • English 12 or First People's English 12 or NWCC ENGL 050 or ENGL 055 AND • Principles of Math 11, Applications of Math 12 or NWCC MATH 0401/0402 or MATH 046 Advanced Business/Technical Math, or MATH 047; OR • Office Assistant Certificate plus Accounting Certificate, both with a "B" average, from NWCC's Applied Business Technology Program OR • Successful completion of the Canadian Achievement Test (CAT). <p>Prospective students who do not meet the program prerequisites are encouraged to talk to the program coordinator as they may be considered for admission based on other criteria.</p>		
BRIEF DESCRIPTION OF PROGRAM CHANGE (USE ATTACHMENT IF NECESSARY): <p>A combination of three (3) new entrepreneurship courses and seven (7) first year Business Administration courses to result in a certificate in Youth Entrepreneurship. These courses are being developed and combined with traditional first year business to strengthen NWCC offerings in support of much needed entrepreneurship skills for new and existing small businesses in northern B.C. communities. As such, it is expected they would be offered in distance/hybrid delivery. As well, the courses are intended to increase our dual credit opportunities for</p>		

regional high school students, and are being developed in collaboration with the North Coast School District (SD 52) and Community Futures of the Pacific Northwest.

TOTAL PROGRAM CREDITS: 30

TOTAL PROGRAM HOURS: 450

PROPOSED NEW PROGRAM CURRICULUM (USE ATTACHMENT IF NECESSARY):

COURSE #	COURSE NAME	CREDITS	HOURS	PREREQUISITES	CO-REQUISITES
*ENTR 150	Introduction to Entrepreneurship	3	45	ENGL 050, 055 OR ENGL 12 AND MATH 12 APPLICATIONS, MATH 0401/0402, 046 OR 047 OR CAT ASSESSMENT	N/A
*ENTR 151	Introduction to Northern Business	3	45	ENGL 050, 055 OR ENGL 12 AND MATH 12 APPLICATIONS, MATH 0401/0402, 046 OR 047 OR CAT ASSESSMENT	N/A
*ENTR 152	Marketing and Management	3	45	ENGL 050, 055 OR ENGL 12 AND MATH 12 APPLICATIONS, MATH 0401/0402, 046 OR 047 OR CAT ASSESSMENT	N/A
*BCPT 150	Business Computers	3	45	ENGL 050, 055 OR ENGL 12 AND MATH 12 APPLICATIONS, MATH 0401/0402, 046 OR 047	N/A
*ACCT 150	Introduction to Accounting	3	45	ENGL 050, 055 OR ENGL 12 AND MATH 12 APPLICATIONS, MATH 0401/0402, 046 OR 047	N/A
*BENG 150	Business Communications	3	45	ENGL 050, 055 OR ENGL 12 OR PRE-BUSINESS ADMINISTRATION CERTIFICATE	N/A
BLAW 152	Business Law	3	45	ENGL 050, 055 OR ENGL 12 AND MATH 12 APPLICATIONS, MATH 0401/0402, 046 OR	N/A
ECON 150	Microeconomics	3	45	ENGL 050, 055, OR ENGL 12 AND MATH 11, MATH 12 APPLICATIONS, MATH 0401/0402, OR PRE-BUSINESS ADMINISTRATION	N/A
ECON 151	Macroeconomics	3	45	ENGL 050, 055, OR ENGL 12 AND MATH 11, MATH 12 APPLICATIONS, MATH 0401/0402, 046 OR 047	N/A
MATH 150	Math of Finance	3	45	ENGL 050, 055 OR ENGL 12 AND MATH 12 APPLICATIONS, MATH 0401/0402, 046 OR	N/A
TOTAL		30	450		

EC.14.44.2	Academic Probation and Suspension Policy
Carried	<p>Motion to have Cluster reps review updated Academic Probation and Suspension Policy with their respective groups and report feedback back to Jessica Scafe (jscafe@nwcc.bc.ca) by February 5th in order to compile findings prior to next EDCO meeting.</p> <p>Ann Marie Merkel / Lothlan Olson</p>
February 27 2015	
EC.15.6	Adoption of Agenda
Carried	<p>Motion to adopt the agenda, as amended.</p> <p>Reto Riesen/Lothlan Olson</p>
EC.15.7	Approval of Minutes from January 23, 2015
Carried	<p>Motion to pass minutes from January 23, 2015, as amended.</p> <p>Kimberly McIntyre/Mercedes de la Nuez</p>
EC.15.8	Business Arising
EC.15.8.1	ICT Program Deletion Update – Tanya Rixin
Carried	<p>Motion to “suspend” the ICT program rather than “delete” the program per the details in the background paper.</p> <p>Tanya Rixin/Kerry Clarke</p>
EC.15.8.2	EPC Policy Update – Deletion or Relocation of College –Tabled
EC.15.8.3	Academic Probation and Suspension Policy – Tabled
EC.15.8.4	ACKAC - Update
EC.15.8.5	Entrepreneurship Certificate - Update
Carried	<p>Motion to revise the title and remove the word “Youth” to make the title “the entrepreneurship certificate”. Subject to the revisions of the program overview.</p> <p>Tanya Rixin/Lothlan Olson</p>
EC.15.9	New Business
EC.15.9.1	Nursing Admission Requirements (CPAC – Kathy Haley)
	<p>Motion to revise the wording of the admission requirements was rescinded until further clarification becomes available.</p>
EC.15.9.2	Retail Services Program (CPAC – Tanya Rixin, Kari Esiner, Kimberly McIntyre)
Carried	<p>Suggestion to add “World Host” to the course outline under “learning outcome #6”</p>

TOTAL		30	840		

Program: Retail Service Program		Date of Submission: February 5, 2015	
Course Abbreviation & Proposed Number: RSP 100	Date Of Expected First Offering: Sept. 8, 2015	No. of Credits: 24	
Level Of Study: <input type="checkbox"/> First Year <input type="checkbox"/> Second Year <input type="checkbox"/> Not Applicable		Grading Format: <input type="checkbox"/> Letter Grade <input checked="" type="checkbox"/> Credit/No Credit	
Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) Retail Service Training			
Total Course Hours: 720	Total Lecture Hours: 180	Total Lab Hours: 540	
Total Practicum Hours:	Other:	Max Enrollment Per Collective Agmnt: 16	
Prerequisite: Functional Literacy and Math Skills relevant to the vocational field.		Co-Requisite: RSP 101	
Required Instructor Qualifications: Bachelor of Education, Social Science or equivalent combination of education, skills and extensive experience are required. Training in Special Education/differential instruction preferred. Required Instructional Assistant Qualifications: Social Service Worker Certificate or equivalent educational background.			
Brief description of course change (use attachment if necessary): The Retail Service program prepares students with barriers to employment for entry-level positions in the retail and business sector. Individualized training in both classroom and laboratory settings provide student the essential knowledge and skills to obtain employment in a variety of work environments including retail, wholesale, warehouse and business worksites.			

Program: Retail Service Program		Date of Submission: January 15, 2015	
Course Abbreviation & Proposed Number: RSP 101		Date Of Expected First Offering: Sept. 8, 2015	No. of Credits: 6
Level Of Study: <input type="checkbox"/> First Year <input type="checkbox"/> Second Year <input type="checkbox"/> Not Applicable		Grading Format: <input type="checkbox"/> Letter Grade <input checked="" type="checkbox"/> Credit/No Credit	
Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) Retail Service Practicum			
Total Course Hours: 120	Total Lecture Hours:	Total Lab Hours:	
Total Practicum Hours: 120	Other:	Max Enrollment Per Collective Agmnt: 15	
Prerequisite Enrollment in Retail Services Program		Co-Requisite: RSP 100	
Required Instructor Qualifications : Bachelor of Education, Social Science or equivalent combination of education, skills and extensive experience are required. Training in Special Education/differential instruction preferred. Required Instructional Assistant Qualifications: Social Service Worker Certificate or equivalent educational background.			
Brief description of course change (use attachment if necessary): Upon completion of on-campus class/lab training, students gain work experience through participation in employer work site practicums. Practicum sites are selected to match student training needs and provide further training opportunities to participants in a realistic retail and/or business environment.			

EC.15-9.3

Carried

HIST 232 (CPAC - Hondo Arendt)

Motion to approve HIST 232 as a new course under the university credit program

Reto Riesen/Kimberly McIntyre

Program: <i>University Credit</i>		Date of Submission: <i>Feb. 2/2015</i>
Course Abbreviation & Proposed Number: <i>History 232</i>	Date Of Expected First Offering: <i>May 2015</i>	No. of Credits: <i>3</i>
Level Of Study: <input type="checkbox"/> First Year <input checked="" type="checkbox"/> Second Year <input type="checkbox"/> Not Applicable		Grading Format: <input checked="" type="checkbox"/> Letter Grade <input type="checkbox"/> Credit/No Credit
Course Title: (Note: Student Records System Stores 80 Characters, Prints 30) <i>History of Anti-Semitism</i>		
Total Course Hours: <i>45</i>	Total Lecture Hours: <i>45</i>	Total Lab Hours: <i>—</i>
Total Practicum Hours: <i>—</i>	Other: <i>—</i>	Max Enrollment Per Collective Agmnt: <i>36</i>
Prerequisite: <i>None - except normal NWCC entrance</i>		Co-Requisite:
Required Instructor Qualifications <i>M.A. History</i>		
Brief description of course change (use attachment if necessary): <i>New Course</i>		

March 27	
EC.15-11	Adoption of Agenda for March 27 2015
<i>Carried</i>	Motion to adopt the agenda, as amended Kimberly McIntyre/Tanya Rexin
EC.15-12	Approval of Minutes from February 27 2015
<i>Carried</i>	Motion to approve the minutes Riley Walker/Mercedes de la Nuez
EC.15-13	Business Arising
EC. 15-13.1	EPC Policy Update – Suspension or Relocation of College Programs
	Recommendation from EDCO for the policy to go back to EPC for housekeeping and adding a timeline for suspension.
EC. 15-13.2	Academic Probation and Suspension Policy
<i>Carried</i>	<i>Motion to adopt the academic probation and suspension policy</i> Lothlan Olson/Regina Saimoto
EC. 15-13.3	Nursing Admission Requirements
	<u>“Applicants whose first language is not English, regardless of citizenship or country of origin, must submit evidence of English language proficiency prior to admission. For the NCBNP the follow are required for admission:</u>
	<u>Fulfillment of the BC Secondary School English 12 requirement (67% C+), or equivalent and either an IELTS (International English Language Testing System) or a CELBAN (Canadian English Language Assessment for Nurses) with current, valid results and scores as set by CRNBC for the year of admission.”</u>
	<u>Second proposed change is to align NWCC’s admission requirements with UNBC and to create this alignment, NWCC needs to add the grade of “C+” next to the percent grade of 67%.</u>
<i>Carried</i>	<i>Motion to accept the insert underlined above for admission requirements in the college calendar</i> Tanya Rexin/Kerry Clark
<i>Carried</i>	<i>Motion to accept the letter grade of “C+” in front of the 67% for all courses that are mentioned under the admission requirements</i> Kathy Haley/Riley Walker
EC.15-14	New Business
EC.15-14.1	ABT – CPAC – Deb Stava speaking on behalf of Sandy Clark

ABT 121

Brief description of course change (use attachment if necessary): Evaluation Profile changed to match recommendations by collaborative:	
CURRENT	NEW 2015 FALL
Windows Section 50% of final mark:	Windows Section 50% of final mark
Graded Assignment 1 – Getting to Know My Computer 5%	Graded Assignments 30%
Graded Assignment 2 – Using Windows Help 5%	Final Windows Assessment 20%
Graded Assignment 3 – Working with Files and Folders 10%	
Graded Assignment 4 – Working with Zipped Files 5%	
Graded Assignment 5 – Windows Final Practical Test 15%	
Graded Windows Quiz 10%	
Internet Section 50 % of final mark:	Internet Section 50% of final mark
Graded Assignment 1 - Using Yahoo! Email 5%	Graded Assignments 30%
Graded Assignment 2 - Web Navigation 10%	Final Internet Assessment 20%
Graded Assignment 3 - Web Research 10%	
Graded Assignment 4 - Travel Planning 5%	
Graded Assignment 5 - Job Search 5%	
Graded Internet Quiz 15%	

ABT 131

The learning outcomes have been updated to agree with current practices and software. The outcome “professionally format business letters, memos and tables” was not a part of the previous outlines outcomes. This is an important outcome to add as it is a graded assignment in the course. MS Word 2013 was added under required materials as requested by the instructors of this course because the outcomes no longer worked for the software. The evaluation profile remains the same.

ABT 151

Brief description of course change (use attachment if necessary): The evaluation profile has been changed to match recommendations by the collaborative:

CURRENT	NEW 2015 FALL
Unit Tests 75%	Unit Tests 50%
Spelling and Vocabulary 10%	Graded Assignments 10%
Final Exam 20%	Editor's Challenges 10%
	Final Exam 30%

ABT 236

The learning outcomes have been updated to agree with current practices and software. The material was too detailed and included words like “macros” which is no longer relevant with the current software. This language was removed from the learning outcomes. No changes were made to the evaluation profile. MS Word 2013 was added under required materials as requested by the instructors of this course because the outcomes no longer worked for the software. The evaluation profile remains the same.

Motion to accept the recommended changes to ABT 121, ABT 131, ABT 151, and ABT 236 and add instructor qualifications to all course outlines.

Debbie Stava/Tanya Rexin

EC.15-14.2

Crim 131 – CPAC – Michael Brandt

Carried

Motion to accept the removal of the pre requisite “Crim 101” from the course outline and add course content underlined above.

Rocque Berthiaume and Julia Moore

EC.15-14.3

Upcoming Election Reminder

EC.15-14.4	UC Smithers Update
April 24	
EC.15-16 Carried	Adoption of Agenda for April 24, 2015 <i>Motion to adopt the agenda as amended,</i> Kezia Sinkewicz/Brent Spiedel
EC.15-17 Carried	Approval of Minutes from March 27, 2015 <i>Motion to approve the minutes</i> Deb Stava/Chris Gee
EC.15-19.1 Carried	LPAT 107 (CPAC) – Gerry Gauthier <i>Motion to approve LPAT 107 once housekeeping items from CPAC have been completed and resubmitted to EdCo for final approval</i> Deb Stava/Reto Reisen
EC.15-19.3 Carried	ABT Suspension – Gerry Gauthier <i>Motion to resubmit ABT background document to reflect proper intention and include feedback from this meeting and bring to next EdCo meeting for further discussion</i> Gerry Gauthier/Dave McKeever
EC.15-19.4 Carried	CRIM Program Review – Melanie Wilke <i>Motion for the program review report to be submitted to EdCo</i> Brent Speidel/ Chris Gee
EC.15-19.5 Carried	CCP Bridging Certificates – Stella Webster Health Programs Bridging Certificate <i>Motion to bring the Health Programs Bridging Certificate to discussion with program areas including faculty for further discussion</i> Amanda Kirkham/Catharine White <i>Motion to approve the following bridging certificates: University sciences, University Arts, Business Admin in principal while looking at questions around sequencing, credits, and funding.</i> Gerry Gauthier/Catharine White None opposed One abstained
Carried	<i>Motion to consider this model (Bridging certificates) for FN communities</i> Reto Riesen/Julia Moore

May 22, 2015	
EC.15-21 Carried	Adoption of Agenda for May 22, 2015 <i>Motion to adopt the agenda as amended,</i> Allison Conway/Kezia Sinkewicz
EC.15-22 Carried	Approval of Minutes from April 24, 2015 <i>Motion to approve the minutes from April 24, 2015</i> Brent Speidel/Chris Gee
EC.15-23 Business Arising	
EC.15.23.1 Carried	CPAC – LPAT 107 – Tanya Rexin <i>Motion to accept LPAT 107 as a pre-requisite to the Retail Services Program with 15 course hours as updated on both the course outline and new course summary and with increases to the Retail Services Program by one credit as updated on new program summary</i> Tanya Rexin/Phil Bialobzyski
EC.15.23.3 Carried	CCP Bridging Certificates and CCP Credit Divisors <i>Motion to accept the developmental divisor for credit calculations as a 30 hour divisor instead of 25 for all new developmental courses</i> Tanya Rexin/Brent Speidel
EC.15.23.3 Carried	CCP Bridging Certificates <i>Motion to accept the “University Arts Bridging Certificate” with the following changes from CPAC: update English 050 hours from 150 to 120.</i> Tanya Rexin/Allison Conway
Carried	<i>Motion to accept the “University Sciences Bridging Certificate” with the addition of English 050 to the program, and new course summary form</i> Tanya Rexin/Reilly Walker
Carried	<i>Motion to accept the “Business Administration Bridging Certificate” with the following changes from CPAC: Addition of English 040 or English 050 as co-requisites on all BADM courses; addition of English 050 as an alternative to English 040.</i> Tanya Rexin/Dave McKeever
EC.15.23.4 Carried	CPAC – MGMT 259 – Dave McKeever <i>Motion to accept MGMT 259 as a new second year course for the Business Admin program</i> Dave McKeever/Tanya Rexin
EC.15.23.5 Carried	CPAC – ETHC 150 – Dave McKeever <i>Motion to accept ETHC as a new first year course for the Business Admin Program</i> Dave McKeever/Tanya Rexin
EC.15-24 New Business	
EC.15.24.1	CPAC – Early Childhood Education 141/142 – Jessica Hrechka-Fee

Motion to accept ECE 141 with the following changes: title change from Environments 1 to becoming a researcher; the addition of the early learning framework; updated language in the evaluation profile; adding acceptance to the ECE program as a pre-requisite; adding access to a licensed childcare facility as a co-requisite and replacing CAT 3 assessment with CAT assessment for program admission requirements

Jessica Hrechka-Fee/Brent Speidel

Motion to accept ECE 142 with the following changes: title change from Environments 2 to Environments, Culture, and Critical Pedagogy, the addition of the early learning framework; updated language in the evaluation profile; removing ECE 141 as a pre-requisite to the course and replacing it with acceptance into the ECE program; addition of access to a licensed childcare facility as a co-requisite and replacing CAT 3 assessment with CAT assessment for program admission requirements.

Jessica Hrechka-Fee/Brent Speidel

EC.15-24.2

CPAC – Applied Coastal Ecology Program – Pouyan Mahboubi

Motion to accept the following changes for ACE 134: name change from “Salmon” to “Fishes of the Pacific Northwest” and the addition of “Foundations of Math 10 or Pre-Calculus 10” to the course pre-requisites

Pouyan Mahboubi/Tanya Rixin

Motion to accept the following changes to ACE 141; name change from “Monitoring and measuring intertidal habitats” to “Foreshore & Aquatic Population Monitoring”; addition of content from ACE 130 course and addition of Foundations of Math 11 or Pre-Calculus 11

Pouyan Mahboubi/Tanya Rixin

Motion to accept the following changes to ACE 142: change course hours from 20 to 30; change credits from 1.5 to 2; addition of Foundations of Math 11 or Pre-Calculus 11 to pre-requisites

Pouyan Mahboubi/Tanya Rixin

Motion to accept the following changes to ACE 175: name change from “Wildlife ID & Management” to “Monitoring and Conservation of Wildlife”; change delivery method to include field school; change total course hours from 90 to 45 lecture hours and 45 field school hours;

Pouyan Mahboubi/Tanya Rixin

Motion to accept new course ACE 196 to the Applied Coastal Ecology Program with the addition of Math 0401/0402 or Foundations of Math 11 or Pre-Calculus 11 to the pre-requisites.

Pouyan Mahboubi/Tanya Rixin

EC.15-24.3

CPAC – Practical Nursing Program – Sabine Lundman

Motion to accept the following changes to the Practical Nursing Program: removal of federal RCMP record check from program requirements and all clinical and lab courses noted above; replacement of CAT 3 assessment with CAT assessment; updates to the learning outcomes in courses noted above by replacing “BC Ministry of Public Safety and Solicitor General” with “BC Ministry of Justice”
Sabine Lundman/Brent Speidel

EC.15-24.4

Devolution of Power to CPAC

Motion for the Education Council to devolve authority to CPAC to carry out the business of EdCo over the summer pending review by Education Council at their first fall meeting
Dave McKeever/Reilly Walker