

**MINUTES OF THE
EDUCATION COUNCIL Meeting**
November 17, 2017
Room 208 at 10:00 AM

Present: Catherine White, Tess Motschling, Carrie Nolan, Adelle Jonker, Kezia Sinkewicz, Stephen Salem, Emily Suderman, Reto Riessen, John Dyck, Mercedes De la Nuez

Guests:

Video Conference: Dave McKeever, Ang Smith

Regrets: Justin Kohlman, Laurie Wayne, Marja Burrows, Danielle Ray

Recording Secretary: Tracey Fell

Meeting called to order at 10:09 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.17-56	Adoption of the Agenda for November 17, 2017 <i>Motion to accept the agenda</i> <i>Mercedes De la Nuez, and Reto Riessen</i> <i>Carried</i>
EC.17-57	Approval of the Minutes from October 20, 2017 Add Mercedes De la Nuez, Marja Burrows to those present, Dave McKeever to regrets <i>Carried</i> <i>Motion to approve the minutes with additions</i> <i>Emily Suderman, Kezia Sinkewicz</i>
EC.17-58	Consent Agenda - No items
EC.17-59	Business Arising
EC.17-59.1	K-12 Curriculum Update - Catherine White The new G11 & G12 is being delayed 1 year. Reminder to clusters to have a look at program requirements to determine the new curriculum's effect. Meeting with Jan Unwin from the ministry regarding changes to Math and English streams, course content remaining, projects and inquiry being added in. Discussion of new literacy and numeracy exam procedures and formats. Potential for exam outcomes as part of

admissions requirements if it is a good indicator. Consider fall of next year having Jan Unwin visit again to allow time to make any required changes.

EC.17-59.2 ABT Update – Stephen Salem

Retiring the program from the NWCC catalogue initiated two years ago because BC Campus informed it was dissolving. The BOG has already been advised that NWCC will be deleting the program. Current students can complete the courses they are registered in. We will facilitate transition to other institutions still offering the program. There are some students that have a comfort level with NWCC that may not transition comfortably. The 30 FTE that represent the program enrollment can be re-allocated. The program does lead to employability for a specific student demographic; deleting the program will leave a skills gap. Ideally, the program will be replaced in the future with our own program through the School of Business. Skills gap targets can be realigned to reflect reality.

Motion to retire ABT from NWCC catalogue

Stephen Salem and Carrie Nolan

Carried with 9 in favor 2 opposed

EC.17-59.3 Taskforce Updates (CMS, EdCo Renewal)

Contract for CMS has been signed, value is \$89,000. The implementation taskforce needs more members. Ideally, members would be from a variety of departments. There is work that needs to be done before the company is on site, items that need to be in motion before the software is developed, and items that are outside of EdCo's scope of work. A process flow chart is being created. Involvement is possible at many levels, does not need to be end to end, can be focused on testing.

ACPAC is the approval step of curriculum development, there is flow through for approvals and pieces can be fed through from clusters as they are ready, comments can be made. By the time the developing curriculum gets to ACPAC much of the review process is complete. The process is streamlined and version errors are reduced. The catalogue will be ready for the software in February.

EC.17-59.4 Internal Transfer Credit – Emily Suderman

Internal Transfer Credit Form - there are no existing internal transfer credits. Clusters have been asked for anything that is standing to be redone. The process will be: Jessica Scafe receives requests, takes the requests to the faculty. Once established, the transfer credits will apply to everyone, not individual cases. A spreadsheet was sent out, let Emily know what should still stand. Equivalentents will be honored until the end of May.

Motion to approve the internal transfer form for use of ACPAC

Emily Suderman and Stephen Salem

Carried

EC.17-60 New Business

EC.17-60.1 Career and College Prep – Math 023-026 – Mercedes de la Nuez

Course number: Math 023, Course name: Fundamental Math 1

Course number: Math 024, Course name: Fundamental Math 2 & 3

Course number: Math 025, Course name: Fundamental Math 4 & 5

	<p>Course number: Math 026, Course name: Fundamental Math 6</p> <p><i>Motion to approve course number and name changes as amended</i></p> <p><i>Mercedes De la Nuez and Reto Riesen</i></p> <p><i>Carried</i></p>
EC.17-60.2	<p>Career and College Prep – Math 0401/0402 – Mercedes de la Nuez</p> <p>Math 0401 - Advanced Algebraic Mathematics 1</p> <p>Math 0402 - Advanced Algebraic Mathematics 2</p> <p><i>Carried</i></p> <p><i>Motion to accept name changes with discussed amendments</i></p> <p><i>Mercedes De la Nuez and Stephen Salem</i></p>
EC.17-60.3	<p>FNFA Program Change – Emily Suderman</p> <p>The program would like to remove CPST 021 & 0301 from the program. Students are expected to have computer skills coming into the program. There is support within the program for working through skills gaps. Removing the 4 computer credits does not affect the Emily Car pathway. Problem with recommended co-requisite as it is not enforceable. Emily will merge the two versions of the document, change the phrasing, and add bullets.</p> <p><i>Carried</i></p> <p><i>Motion to approve as amended, with addition that computer skills recommended</i></p> <p><i>Emily Suderman and Rito Riesen</i></p>
EC.17-61	Reports
EC.17-61.1	<p>Chair – Catharine White</p> <p>Academic Governance Council Report</p> <p>Concept paper with budget attached, the EdCo and Curriculum side is separate, and a business plan is provided for information purposes not discussion. Other institution's Education Councils are doing some things that are exciting and maybe we should be doing, i.e. International Subcommittee to discuss items related directly to international students. Suggestion to create a task force to create terms of reference for standing committee. May will be a better time to look at it.</p> <p><i>Carried</i></p> <p><i>Motion to create International Advisory Task Force</i></p> <p><i>Stephen Salem and Mercedes De la Nuez</i></p>
EC.17-61.2	<p>Educational Practice – Carrie Nolan</p> <p>There are problems with compelling programs to review. Many programs need to do reviews. Process and priorities need to be identified considering all portfolios. EdCo needs to have supports in place.</p> <p>Adam Nash, the new Learning Transformation Specialist, is teaching the Delivery of Instruction course.</p> <p>Upcoming Quality, Assurance, Process and Audit conference in Vancouver. Focus on quality assurance, by 2021 one piece is program audits.</p> <p>Yurt platform is under construction</p>
EC.17-61.3	<p>EPC – Stephen Salem</p> <p>Program life cycle policy, other parallel policies.</p>

	Recommendations to the BOD TC policy is slated for the next meeting, EdCo has approved
<i>EC.17-61.4</i>	ACPAC – Emily Suderman Terms of reference, changes to layout, questions for committee
<i>EC.17-61.5</i>	FNC – Barb McRae
<i>EC.17-61.6</i>	Educational Planning and Program Review
<i>EC.17-61.7</i>	Cluster Reports
	Motion to adjourn Meeting Adjourned at: 12:16 Next Meeting: ACPAC December 1 and EdCo December 15