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**MINUTES OF THE
EDUCATION COUNCIL MEETING**

Friday, 25 March 2011
Room 208, Terrace Campus

Present: Ann Marie Merkel - Chair, Cheryl Wyatt, Debbie Stava, Kimberly McIntyre, Laura Webb, Inez Shannoss, Margo Van Der Touw, Shelley Koopmans, Gordon Weary, Laura Webb

Teleconference: Margaret Brown, Brian Butler

Videoconference: Dave McKeever, Lianne Gagnon, Tim MacDonald,

Guests: Dianne Bell, Stephanie Hall

Regrets:

Recording Secretary: Annette Sorensen

Call to Order: The Chair called the meeting to order at 10:15 a.m. in Room 208, at the Terrace Campus on the 25th of March 2011.

Northwest Community College would like to acknowledge the Tsimshian people of Kitsumkalum, especially the Laxgibuu Clan on whose traditional territory Education Council meetings take place. We particularly acknowledge Sigidimnak Xpisuunt (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.

1. Adoption of the Agenda for the 25 March 2011 meeting

Additions to Agenda:

- Elections
- Scheduling of meetings
- Ministers visit
- New president

Motion: Cheryl Wyatt and Deb Stava

To adopt the agenda with the additions to new business.

Carried

2. Adoption of the Minutes from the 18 February 2011 meeting

Motion: Kimberly McIntyre and Shelley Koopmans

That the minutes of 18 February 2011 be accepted.

Carried

3. Old Business

4. New Business

I. Scheduling of Meetings - Laura Webb

The issue of conflicting meeting times between EdCo and BOG was brought forward. Annette (Recording Secretary) will coordinate with the board and FNC to schedule the meetings that do not conflict with EDCO for 2011-2012.

II. Ministers Visit - Anne Marie

Northwest Community College was the first stop for her tour as the new Minister. Student association gave the Minister an update and informed the Minister of what issues the college is having. The Student Association is trying to create more events to maintain the student population by making it more fun on campus.

Lianne: discussed the need for more funding.

III. New President

Shelley Koopmans is planning an informal potluck on April 21st at 3 p.m. to meet the President. All campuses are welcome to come and participate in the Spring Social.

IV. Elections -Debbie Stava

Posted March 11th for 1st call, 2nd call March 23rd.

Election Updates:

For the Term April 2011 to March 2013, the positions noted below have been filled by acclimation:

Brian Butler – Business Technology/Computer Technology
Cheryl Wyatt – Developmental Education – Terrace
Dave McKeever – Developmental Education – other than Terrace
Melanie Wilkie – Library/Student Services

Missing Health, Trades and Culinary Arts, and UC positions.

NWCC may not have all seats filled so it is suggested that we hold off on election for chair and vice chair until they have a full appointment.

Note: Bi election for the student seat will be April 15th.

5. Reports

CPAC – Did not meet; nothing to report.

A5 – No report

Assessment Task Force

There are concerns about Permission of Instructor (POI) because there are no guidelines to how POI is used. Students need more assessment to make sure success is achieved. Not assessing students can set them up for failure.

Suggestions:

- Discuss at Brown Bag Lunches.
- Have the coordinator sign off on POI forms as well as the instructor.
- Letter of reference to prove to the instructor the student has the capabilities to be successful.
- Conditional acceptance.

Aboriginal Cultural Knowledge Committee – No report

Cluster Reports

I. ASE ESL Work Skills Training Cluster meeting – Dave McKeever

- There have been staffing changes. about
- ASE: attending high schools to do informative presentations.
- ACE program and Mining are using face book and twitter to promote their programs.
- ASE has a \$100 award shared between Terrace and PR. Students are eligible as long as they pursue an integrated program. As there are no more integrated programs this needs to be changed into a graduated into employment program.
- ASE: an intake interview and transcript submission are now required for admission
- 80 percent attendance is being made a requirement for the ASE program.

Event Notice: There will be a group PD event with the author Adala will be available, and is of interest to those working with students who are at the CCP fundamental level. Contact Dean Aprave for more information.

6. Pending Items

I. Assessments – Tabled

7. Adjournment

Motion: Kimberly McIntyre

To adjourn the meeting at 11:15 a.m.

Certified Correct:



Chair

Secretary