

**MINUTES OF THE
EDUCATION COUNCIL AND FIRST NATIONS COUNCIL JOINT MEETING**
May 2, 2014
Room 208 at 10:00 AM

Present: Reto Riesen, Dave McKeever, Chris Gee, Ian Hamilton, Kathy Haley, Regina Saimoto, Brian Badge (Keisha Reichert), Gerry Gauthier, Debbie Stava, Priscilla Michell, Phyllis Clark, Claude Barton, Jodie Cook, Kaarlene Lindsay, Craig McKay, Darcie Petuh, Marla Pryce, Charlotte Guno, Monica Simms

Videoconference: Mercedes de la Nuez, Sherry Beal

Regrets: Ann Marie Merkel, Denis Caron, Julia Moore, Kim McIntyre, Rocque Berthiaume, Steven Verblac

Recording Secretary: Meredith MacLeod

Call to Order: Reto Riesen called the meeting to order at 10:12.

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.14-16 Adoption of Agenda

Additions to the Agenda:

- Roles of Education Council and First Nations Council.

Correction to the Agenda:

- Debbie Stava reports on CPAC.

Motion to adopt the agenda, as amended.

Carried Regina Saimoto / Chris Gee

EC.14-17 Approval of Minutes from March 28, 2014

Motion to pass minutes from March 28, 2014.

Carried Mercedes de la Nuez / Keisha Reichert

EC.14.18 Business Arising
EC.14-18.1 ➤ Roles of Education Council and First Nations Council

Education Council is directed by the College and Institute Act and advises the Board of Governors on matters of education policy i.e. new programs, new courses, changes, cancellations, academic schedule, awards, assessments etc. Each membership on Education Council has a term of two-years, with a one-year term for the Chair and Vice-Chair positions.

First Nations Council is an advisory committee to Education Council and the Board of Governors. The council is comprised of representatives from each nation with consistent (no term) membership. It receives updates from NWCC First Nation Access Coordinators, Wilp Wilko'oskwhl Nisga'a, Kitimat Valley Institute, ACKAC and ASP. The Stepping Stones document is a living document that outlines to goals of First Nations Council. The ultimate desire of the council is to be legislated and have a vote at the Board of Governors.

ACTION ITEM: Request an update from the President's Office on the status of the request for legislation of First Nations Council.

The purpose of joint meetings among Education Council and First Nations Council is to review the work of the tables and evaluate shared goals.

Education Council and First Nations Council agree on the importance of holding a joint meeting with Board of Governors to clarify the roles of each group and work together on shared goals.

Motion to hold a joint annual meeting among Education Council, First Nations Council and the Board of Governors to identify and collaborate on the common visioning for the College.

Carried

Priscilla Michell / Dave McKeever

EC.14-18.2 ➤ PCook 2—Keisha Reichert

All changes are being implemented are required by the ITA. All programs and courses must directly link to the ITA outlines.

The following changes are being implemented in the PCook 2 program:

- adding prerequisite of TB skin test and chest X-ray (if skin test shows positive)
- adding prerequisite Food Safe Level 1

<p>Carried</p>	<ul style="list-style-type: none"> - removing Computer Studies 0401 - removing English 0451 - total program hour change from 450 to 420 <p><i>Motion to accept the PCook 2 program with changes.</i> Keisha Reichert / Sherry Beal</p>
<p>EC.14-18.3</p> <p>Carried</p>	<p>➤ Nursing Letter of Permission—Amanda Kirkham</p> <p>The Northern Collaborative Baccalaureate Nursing change in Letter of Permission policy was previously presented in February. EDCO requested it be revisited in order to assess the rationale for change from UNBC. The rationale clarifies the issues raised by EDCO.</p> <p>There was a slight change in the wording on the outline and form to clarify the change is for the Northern Collaborative Baccalaureate Nursing program.</p> <p><i>Motion to accept the change in Letter of Permission policy for the NCBNP.</i> Amanda Kirkham / Mercedes de la Nuez</p>
<p>EC.14-18.4</p> <p>Carried</p>	<p>➤ 2014-15 Meeting Schedule</p> <p>All meeting dates are on Friday and have considered the meeting schedules of the Board of Governors, CPAC and First Nations Council.</p> <p>The joint meeting with First Nations Council on April 24, 2015 will be changed to May 22. First Nations Council will adjust their schedule to accommodate the change.</p> <p><i>Motion to accept the 2014-15 Education Council meeting schedule, with the joint meeting date change.</i> Ian Hamilton / Keisha Reichert</p>
<p>EC.14-19 New Business</p>	
<p>E.C.14-19.1</p>	<p>➤ Elections for Chair and Vice-Chair</p> <p>Debbie Stava assumes the role as Chair in order to conduct the election for Chair and Vice-Chair of Education Council. She begins the election by calling for</p>

nominations for the Chair position.

1st Call—Debbie asks Reto Riesen if he wishes to let his name stand for the Chair position. Reto accepts.

2nd Call—No new nominations.

3rd and Final Call—No new nominations. Reto Riesen remains the Chair of Education Council by acclamation.

Debbie calls for nominations for the Vice-Chair position.

1st Call—Gerry Gauthier nominates Chris Gee. Chris accepts.

2nd Call—No new nominations.

3rd and Final Call—No new nominations. Chris Gee is declared Vice-Chair of Education Council by acclamation.

Having concluded the election Debbie hands the meeting over to Reto.

EC.14-19.2

➤ **Student Elections**

There have been no nominations received for the three vacant student positions on Education Council. Given the time of the year, the recommendation is to discontinue the call for students as we have difficulty finding quorum ourselves. The student seats will be filled when annual elections are held in the fall.

EC.14-19.3

➤ **Growing Through Giving—Seth Downs**

The Growing Through Giving event will take place on October 1, 2014. The staff and students are encouraged to participate in the community volunteer events. All non-profit organizations were targeted with a letter sent via mail outlining the application process and requirements. Terrace, Haida Gwaii, Hazelton and Houston have all decided on their projects. Smithers and Prince Rupert are in the review process of choosing projects. The purpose of the event is to drive community engagement. Communications, internal and external, will be ramped up in the late summer/early fall in preparation for the event and to encourage recruitment. Galt Sap Day on August 25th will be the kick off for Growing Through Giving.

Concerns of Education Council addressed by Seth:

Organization selection—every organization that was listed in the phone book was targeted. In Houston alone, 60 letters were mailed out. It was a blanket approach rather than shot gun. The criteria for the projects were that it were finishable in one day and approved by risk management.

Non-Instructional Day—This event could be used as an instructional day. The projects could be used as a potential to teach students i.e. assignments, projects

papers etc. Unsure of how exactly this date was chosen. It could not be a Saturday because staff would have to be paid an additional day or it could not be a college event. October was most likely chosen because it is not too busy to disrupt classes but busy enough that students and staff are present on campus. Also it allows for outdoor projects to be done.

Information and Contacts—Growing Through Giving has a page on the website with the application form and further information. The contacts for each campus are as follows:

Chairs—Shelley Koopmans and Cheryl Wyatt

Prince Rupert—Ann Rowse

Smithers—Mark Wong and Tlell Glover

Haida Gwaii—Ruth Wheadon

Houston—Sandi Lavallie

Hazelton—Bridie O’Brien

Terrace—Tanya Helton

Education Council recommends Growing Through Giving minutes be sent out globally in order for all staff to be aware of the event and any updates.

EC.14-19.4

➤ **ACKAC**

The Aboriginal Cultural Knowledge Advisory Committee (ACKAC) reviews any new programming for cultural sensitivity. The Terms of Reference jointly identifies the committee between First Nations Council and Education Council. ACKAC has had issues with membership and lack of items on the agenda. ACKAC should be invited to both tables to discuss the intention of the committee and how it should move forward.

ACTION ITEM: Invite Audrey Woods to the upcoming First Nations Council and Education Council meetings to review the Terms of Reference and membership (June 6th and May 30th, respectively.)

ACTION ITEM: Look for possible new membership to ACKAC.

EC.14-20

Reports

EC.14-20.1

➤ **Chair – Reto Riesen**

Recently attend the Board of Governors meeting. As a result of the decision to return the Enbridge donation, the Board of Governors has scheduled a governance policy workshop next Wednesday. Reto reported that at the last meeting the outstanding ECE motion was resolved. It is the responsibility of the EDCO Chair

	to bring forward a summary of minutes and motions, and to bring forward motions from clusters.
EC.14-20.2	<p>➤ CPAC—Debbie Stava</p> <p>CPAC did not meet in April. No new minutes to review.</p>
EC.14-20.3	<p>➤ A5 - Ann Marie Merkel</p> <p>No Report.</p>
EC.14-20.4	<p>➤ FNC—Priscilla Michell</p> <p>First Nations Council is working towards to goals of the Stepping Stones document. The priorities from the document are: “To review past relationships”—involving communities, ensuring all are represented at the table, “Review hiring practices and policies”—looking into obtaining a special exemption designation for First Nations-specific positions, reviewing the role and level of First Nation Access Coordinators, the teaching of First Nations content etc., and “Improve student support services.” The HR department and union representatives have been invited to meet with First Nations Council to work on these goals.</p>
EC.14-20.5	<p>➤ Educational Policy Committee</p> <p>No Report.</p>
EC.14-20.6	<p>➤ Educational Planning and Program Review</p> <p>No Report.</p>
EC.14-20.7	<p>➤ Clusters</p> <p>CCP—Mercedes— A new CEP, customized learning plan is being piloted where one instructor at each campus will meet with each CCP student to create or fill in a customized learning plan. This will allow all instructors to know the goals of each student and offer targeted learning. The schedules are in for the following year. Hopes that this will make a difference in numbers. Looking into dual credit and more overlap between English and ADCP education/career planning courses.</p> <p>Student Services—Sherry Beal—At the cluster meeting, everyone split into various working groups; it was assessed that First Nation Access Coordinators, compared to others, have very different issues in Student Services. It was found that in advising and First Nations Access there are many barriers and issues that need to be improved upon. The working alone policy was also reviewed. Kerry Clarke came in to discuss the policy and take some recommendations and input.</p>

Business Administration—Dave McKeever—A human resources concentration has been developed. Students can get a diploma in accounting, general management or human resources. Considerable work has been done with the applied business program for laddering. Working with the Prince Rupert high school on entrepreneurship and dual credit. Business Administration has been one of the leaders in distance education. Videoconference has been utilized for years and the program is now moving to an online, blended format which supplies all materials online through 'Desire2Learn' with live lectures. It is not purely online, where students can be lost, and offers more support than traditional online courses. Continuing to work on dual (2+2) programs and UC transferable courses with UNBC and TRU.

EC.14-20.8

➤ **Core Review - Gerry Gauthier**

Core Review is the initiative of the ministry to review certain programming to fill seats. NWCC has decided to do a complete review of all programs and services. This is a long, slow-moving process. Surveys were sent out; the student satisfaction survey had about 70 completed surveys submitted, which is not ideal. The employee survey had 32 completed surveys. Some employee surveys were difficult to access through NWConnect which may have affected the numbers.

EC.14-20.9

➤ **Growing Through Giving - Debbie Stava**

No Report.

Meeting Adjourned: 12:23 p.m.

Next Meeting: **May 30, 2014**