

Minutes of the Education Council Meeting
 October 18, 2019
 Spruce 208 at 10:00am



Membership: Dave McKeever, Reto Riesen, Seth Downs, Gordon Weary, John Dyck, Jon Stone, Sarah Grielens, Titilope Kunkel (Laurie Waye), Lorelle Walker (Stephen Salem), Carrie Nolan, Damanpreet Singh, Inderjeet Singh, Marja Burrows, Gordon Urban, Manisha Nijjar, Lauren Fraychineaud

Video Conference: Mike Rauschenberger, Smit Joshi, Titilope Kunkel, Matt Adolphe (Brad Leier), Dave Smith

Recording Secretary: Emily Suderman

Meeting called to order at 10:10am

CMTN'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.19.42	Adoption of the Agenda for October 18, 2019 Addition of Transfer Credit.
Carried	<i>Motion to approve the agenda with amendments.</i> Marja Burrows/ Lauren Fraychineaud
EC.19.43	Approval of the Minutes from September 20, 2019 <i>Motion to approve the minutes as presented.</i>
Carried	Sarah Grielens, John Dyck
EC.19.44	Consent Agenda
	No Items
EC.19.45	Business Arising
EC.19.45.1	K-12 Curriculum No updates
EC.19.46.2	Curriculum Management Software Updates

User Acceptance testing for the Curriculum Workflow and Approval Process has been delayed as the software developer is working on a few final items. Within the next few weeks an invitation will be sent to faculty for training and acceptance testing.

Volunteers identified at the meeting: Marja Burrows, Dave McKeever, Gord Weary, Seth Down, Jon Stone, John Dyck

EC.19.46 New Business

EC.19.46.1 Summary of Motions 2018-19

The Summary of motions for September 2018 – August 2019 was presented to Education Council. EdCo accepted the information item. No motion was made.

EC.19.46.2 Construction Craft Worker

No representative was present from the Trades department to speak to the item. Carrie Nolan volunteered to represent the proposed changes to admission requirements.

The academic admissions requirements are being proposed as “recommended” and not required. They were approved at the last Education Council meeting as required. Concerns were raised regarding discrepancy in the grade scheme – indicated on the course summary form as a percentage grade scheme and on the course outline as a CR/NC. The wording was updated to read “Percentage Grade Scale – minimum grade 70 required to pass”. Shauna Stach was called during the meeting to provide clarification on the grading scheme. The Percentage grade scheme was accepted from the Trades department and Education Council.

Carried Motion to approve the Construction Craft Worker Apprenticeship Level 1 with the amended grade scheme.
Sarah Grielens/ Seth Downs

Carried Motion to approve the Construction Craft Worker Apprenticeship Level 2 with the amended grade scheme.
Seth Downs/ Carrie Nolan

Carried Motion to approve the Construction Craft Worker Program with the amendment to recommend the academic admission requirements.
Carrie Nolan/ Titilope Kunkel

EC.19.46.3 Transfer Credit

Transferable courses from CMTN to UNBC have expired with UNBC’s new policy requiring that all courses be recent within 10 years. Courses are getting unspecified credit which does help students transferring from CMTN to UNBC who need to complete degree requirements. Few articulation representatives from UNBC have been present at articulation meetings. Titilope Kunkel, Dean of the University Credit program, is working toward a long term solution with UNBC and exploring indefinite articulation.

Business programs are also affected by the transfer credit policy change at UNBC. They are currently going through the process of Program Review and are making a plan to refresh course curriculum as required.

Clarification and education is required among faculty members who are using the words syllabus and course outline interchangeably. It is important that Transfer Credit processes use the official Education Council approved course outline, not the syllabus.

ACTION ITEM: Faculty to examine which course outlines need to be re-vamped and come through the approval process to refresh the curriculum.

ACTION ITEM: Get EdCo approve course outlines to Dean and Faculty. There was a suggestion to ensure that these items be available on the T-drive in a read only format to the entire College community.

ACTION ITEM: Carrie Nolan will ensure that the instructor orientation through Bright Space highlights the difference between Course outline and syllabus, as well as provide instructors with the official course outline of the course they've been hired to teach.

Carried Any course currently not receiving transfer credit to a major BC institution will be brought through the curriculum renewal process to Education Council.
Gord Weary/ Carrie Nolan

EC.19.47 Reports

EC.19.47.1 Chair – David McKeever

Education Council will have a formal liaison from the Board of Governors who will act as ex-officio member, Dave Smith.

The Education Council secretary position has been modified so that the role solely supports Education Council and Articulation. Scheduling, and other major tasks have been moved into a separate role.

There has been a new webpage designed for [curriculum design](#) and support.

EC.19.47.2 First Nations Council – Karmen Smith

No report.

EC.19.47.3 ACPAC – John Dyck

ACPAC was cancelled due to items being withdrawn from the agenda by their submitters.

EC.19.47.4 EPC – Stephen Salem

EC.19.47.5 Educational Planning and Program Review

Business programs are currently going through Program Review, the process has been helpful and thorough.

Geoscience and Applied Coastal Ecology are also under review.

Social Service Worker has volunteered to undertake Program Review next. This is still under discussion.

EC.19.47.6 Educational Practice – Carrie Nolan

2019 Symposium on Learning Transformation is happening over Oct 24-26th. The main conference is on the 25th, with pre and post conference events offered the day before and after.

Paddles and Pedagogy is open for registration. Interested faculty can apply to attend. It will be offered in March.

EC.19.47.7 Cluster Reports

University Credit – Gordon Weary

Only had a short emergency meeting to discuss specific curriculum under review.

Human Services Cluster– Marja Burrows

There was a motion to formally discontinue ECE – Early Childhood Education program at the cluster meeting. This program has been replaced by ECCE – Early Childhood Care and Education program in September 2017.

Access Education – Gordon Urban

Kim McIntyre is the new CCP coordinator in Hazelton. The CCP program is pleased to announce that the Smithers registration is very strong and resulting in waitlists for classes.

Roundtable – wordsmithing discussion

Dave McKeever proposed that Education Council go around the room and discuss the thoughts on how much wordsmithing should be done at the Education Council. There was general consensus that any wordsmithing requiring more than 10 minutes will be returned to the appropriate committee or cluster for further review.

General feelings of the meeting were shared. Appreciation of the collegial atmosphere was mentioned multiple times, and the discussion on transfer credit was deemed to be an effective use of time.

Meeting Adjourned at: 12:05 PM

Next Meeting: November 15, 2019