



Membership: Dave McKeever, Reto Riesen, Jonathan Stone, Stephen Salem, Darlene Godfrey, Lorrie Gowen, Shauna Stach, Seth Downs, Brad Leier, Sarah Grielens, Laurie Waye, Lauren Fraychineaud, Carrie Nolan, Gord Weary

Guests: Alison Conway, Emily Suderman, Sandy Kaardal

Video Conference: Gord Urban, Michael Rauschenberger, Dave Smith, Yuriko Riesen (Marja Burrows)

Teleconference: John Dyck, Lorelle Walker

Regrets:

Recording Secretary: Hazel Anjaria

Meeting called to order at 10:02 am

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.19.62	Adoption of the Agenda for January 17th, 2020
Carried	<i>Motion to accept the agenda with additions to moving Grading policy and Procedure to Business Arising Lorrie Gowen, Reto Riesen</i>
EC.19.63	Approval of the Minutes from December 13th 2019
Carried	<i>Motion to approve the minutes with amendments, spelling errors corrected. Seth Downs, Carrie Nolan</i>
EC.19.64	Consent Agenda
	No Items
EC. 19.65	ACPAC – John Dyck Good meeting.
EC.19.65.1	<u>West Coast Culinary Diploma – Darlene Godfrey</u> A brief summary of program description was discussed, which included Exchange course, electives and plans of a Hotel Management diploma Program. Amendments Required:

- Course number/codes to be obtained from RO/Emily.
- Formatting of course table to indicate electives and optional elective.
- Editing course hours from 1590 to 1650.
- Change spelling for Ooligan to oolichan in program outline and everywhere else.

Carried

Motion to approve the West Coast Culinary Diploma Program with Amendments Required.

Seth downs and Laurie Gowen

West coast Culinary Diploma Program - International:

Reflecting on ACPAC comments

- Questions arose regarding how are the learning outcomes being measured when student is on exchange?
- International hosts will ensure the learning outcomes are met. CMTN will send assessment detail to hosts which will be competency-based evaluation.
- Selection of hosts will be a thorough process, which will include hosts, must have red seal and certifications in the same regards as well as be a qualified host.
- Detailed discussions on Evaluation profile ensued: Students will have to demonstrate their skills and techniques learnt during the exchange as part of practical assessments. And professionalism will be monitored as a long-term evaluation by host and internal CMTN staff.

Amendments Required :

- Add effective date, credits from 300 hours from 320 hours.
- Get course codes from RO/Emily.
- Rephrase 'other' in Evaluation profile to clarify what other means.
- Change the name of the course to Culinary Exchange Diploma from Culinary International on all documents as well as in summary to reflect the name change and include domestic exchanges.
- Course prerequisites: Paraphrase Food Safe Level One, add visa/passport/travel documents requirements.
- Grading profile to say Minimum grade 70%.
- Change bccat.bc.ca link to bctransferguide.ca

Motion to approve this course with required amendments.

Stephen Salem and Sarah Grielens

Carried

Course: Foraging Harvesting and Processing

Amendments Required :

- Add effective date, new course, and credits.
- Get course codes from RO/Emily.
- Edit the evaluation profile to keep it consistent with other courses programs. Remove evaluation policy details from the profile.
- Rephrase course prerequisites.
- Add 70% minimum grade for grading profile.
- Update BC transfer guide website link.

Motion to approve this course with required amendments.

Stephen Salem and Shauna Stach

Carried

Oolighan Harvest and processing

Amendments Required :

- Change the spelling of oolighan changed to Oolichan.
- Get course codes from RO/Emily.
- Add effective date, and New Course to course outline.
- Edit the evaluation profile to keep it consistent with other course and programs. Remove evaluation policy details from the profile.
- Rephrase Course prerequisites.
- Add 70% minimum to the grading profile.
- Update BC transfer guide website link.

Carried

Motion to approve this course with required amendments.

Stephen Salem and Shauna Stach

Baking:

Amendments Required :

- Add effective date, New Course in course outline.
- Get course codes from RO/Emily.
- Edit the evaluation profile to keep it consistent with other course and programs. Remove evaluation policy details from the profile.
- Rephrase Course prerequisites.
- Add 70% minimum to the grading profile.
- Add author name for book requirements instead of edition
- Update BC transfer guide website link.

Carried

Motion to approve this course with required amendments.

Stephen Salem and Shauna Stach

Seafood

Amendments Required:

- Add effective date, New Course in course outline.
- Get course codes from RO/Emily.
- Edit the evaluation profile to keep it consistent with other course and programs. Remove evaluation policy details from the profile.
- Instructional Activity: Lecture hours changed from 65 to 20 lecture hours.
- Rephrase Course prerequisites and add harvesting license requirement.
- Add 70% minimum to the grading profile.
- Add author name for book requirements instead of edition
- Update BC transfer guide website link.

Carried

Motion to approve this course with required amendments.

Stephen Salem and Seth Downs.

Wild Game and Fowl

Amendments Required:

- Add effective date, New Course in course outline.

- Get course codes from RO/Emily.
- Update the evaluation profile; add the evaluation grid to keep it consistent with other course and programs. Remove evaluation policy details from the profile.
- Rephrase Course prerequisites.
- Add 70% minimum to the grading profile.
- Add author name for book requirements instead of edition
- Update BC transfer guide website link.

Carried Motion Approved with required amendments.
Stephen Salem and Brad Leier

Work Experience

Discussion regarding guaranteed employment for students who take this course occurred.

Amendments Required:

- Add effective date, New Course in course outline.
- Get course codes from RO/Emily.
- Edit the evaluation profile to keep it consistent with other course and programs. Remove evaluation policy details from the profile.
- Instructional Activity: Lecture hours changed from 65 to 20 lecture hours.
- Add 70% minimum to the grading profile.
- Update BC transfer guide website link.

Carried Motion to approve with required amendments.
Stephen Salem and Shauna Stach

Carried Motion to approve the West Coast Culinary Diploma Program with required amendments.
Seth downs and Laurie Gowen

EC.19-65.2 PSYC 208 – Yuriko Reisen
New course, Social Psychology, expected to be offered in Prince Rupert in May 2020

Carried Motion to approve PSYC 208 as presented
Lorrie Gowen and Reto Riesen

EC.19-65.3 Aircraft maintenance Technician
Tabled to future meeting.

EC.19-65.4 Brick Layer Foundations- Darlene Godfrey
Brick layer Found, Cert of trades, Found

Brick Layer Foundation:

Amendments Required :

- Add credit hours
- Get course number/code from RO/ Emily.
- Recommended to align course description and outcomes from ITA and or add CMTN's outlines and outcomes to the given description.

Carried	<p>Motion to approve with required amendments. Lorrie Gowen and Seth Downs</p> <p><u>Step Up for Success: (Course)</u></p> <p>Conversation regarding extensive learning outcomes arose. Clarity on whether this is standalone course or not, operational questions on grading students and this course being a requirement for graduation were asked.</p> <p>Amendments Required :</p> <ul style="list-style-type: none"> • Paraphrase learning outcomes. • Identify grading profile, include 10% requirement, or credit no credit.
Carried	<p>Motion to approve with required amendments. Stephen Salem Sarah Grielens</p> <p><u>Bricklayer Foundation: Certificate of Trades:</u></p> <p>Amendments Required: Bring back this program for ITA and FTE purposes for the next EdCo in February.</p>
Carried	<p>Motion to approve this program with required amendments. Lorrie Gowen, Sarah Grielens</p>
EC.19-65.5	<p><u>Cosmetology (Hair and Esthetics) Diploma: Darlene Godfrey</u></p> <p>Discussion and clarification on how to achieve Cosmetology Diploma: To get cosmetology diploma earn 2 certification of trades.</p> <p>Amendments Required :</p> <ul style="list-style-type: none"> • Add SUFS in program outlined • Update course hours
Carried	<p>Motion to approve with the required amendments. Stephen Salem, Lorrie Gowen.</p> <p><u>Hairstylist Certificate of Trades</u></p> <p>Already presented to EdCo in the past.</p>
Carried	<p>Motion to approve this course Lorrie Gowen and Stephen Salem</p>
Carried	<p><u>Esthetics and Spa Therapy Certificate of Trade</u></p> <p>Motion to approve this course. Lorrie Gowen Reto Riesen</p>
Carried	<p>Motion to schedule next Friday in the afternoon 1-3 pm extraordinary meeting within the next 3 weeks Stephen Salem and Lorrie Gowen [Ultimately changed to Friday, January 31st]</p>

EC.19.65.6	Nail Technician Tabled to future meeting.
EC.19.65.7	P&WAP Certificate Tabled to future meeting.
EC.19.65.8	<u>Parts Person Apprentice program and courses</u> This is an ITA approved course and has been created accordingly. <i>Carried</i> <i>Motion three courses be approved</i> <i>Lorrie Gowen Shauna Stach</i> <i>Carried</i> <i>Motion to approve the program</i> <i>Lorrie Gowen, Stephen Salem</i>
EC.19.65.9	Plumber Tabled to future meeting.
EC.19.65.10	POWER - People Obtaining Workplace Employment Requirements Tabled to future meeting.
EC.19.65.11	ESMN - Essential Skills for Mining Tabled to future meeting.
EC.19.66 Business Arising	
EC.19.68.3	EPC - Stephen Salem: <u>Grading and Progression Policy & Grading and Progression Procedures</u> Read and reviewed documents with EdCo members. <i>Carried</i> <i>Motion to be presented to Board</i> <i>Stephen Salem, Seth Downs</i> <u>Student Award Policy</u> Read and reviewed documents with EdCo members. <i>Carried</i> <i>Motion to recommend to go to the community for feedback for the period of one month.</i> <i>Lorrie Gowen, Sarah Grielens</i> PAC policy
EC.19.66.1	K-12 curriculum
EC.19.66.2	CMS update
EC.19.66.3	Math 11 for UC - Standing Agenda Item
EC.19.66.4	United nations UNDRIP & TRC

EC.19.67	New Business
EC.	Carried
EC.19.68	Reports
EC.19.68.1	Chair – Dave McKeever
EC.19.68.2	First Nations Council – Karmen Smith
EC.19.68.4	Educational Planning and Program Review
EC.19.68.5	Educational Practice
EC.19.68.5	International Advisory Committee Report
EC.19.68.7	Cluster Reports
<p>Meeting Adjourned at: 1:58 pm Stephen Salem and Seth Downs</p> <p>Next Meeting: February 21 2020</p>	