coast mountain college

EDUCATION COUNCIL (EdCo) - MEETING Minutes

Date and Time: October 16, 2026 | 8:30 am to 12:30 pm

Location: Microsoft Teams

Coast Mountain College collaborates with six First Nations in northwest British Columbia, the Haida, Ts'msyen, Nisga'a, Haisla, Gitxsan, and Witsuwit'en as well as the Tahltan and acknowledges the traditional territories where its campuses stand.

Chair: Reto Riesen
Recording Secretary: Yujin Mi

Adam Nash – Teaching and Learning Support Cluster (March 2027)	Present
Kristi Farrell - Business and First Nations Fine Arts Cluster (March 2027)	
Colin Elliott – Educational Administrator Seat (March 2027)	Present
- Non-voting Advisory member BOG (June 2027)	
Titilope Kunkel - Educational Administrator Seat (March 2027)	Kelly Swain
Emily Suderman – Educational Administrator Seat (March 2027)	Sarah Grielens
Gord Weary - University Credit and Applied Coastal Ecology Cluster (March 2027)	Present
Kathy Buell - Health Cluster (March 2028)	Present
- Indigenous Scholar Faculty (March 2027)	
- Business and First Nations Fine Arts Cluster (March 2028)	
Linnea Waechter - Trades & Workforce Cluster (March 2027)	Regrets
Luchille Ramirez - Support Staff Seat (March 2027)	Praveen
Marja Burrows - Human Services Cluster (March 2028)	Yuriko Riesen
Melanie Pollard - Developmental Cluster (March 2027)	Present
Brianna Gibson - Non-voting - Advisory Member FNC	
Reto Riesen - University Credit and Applied Coastal Ecology Cluster (March 2028)	Present
Myrna MacConnachie - Support Staff Seat (March 2028)	Present
Tracey Woodburn - Educational Administrator Seat (March 2027)	Present

Attendees: Amanjot K. Kang, Callan Williamson, Carla Ollenberger, Helen Hamel, Jessica Michell, Natasha Dinsmore

Call to order and declaration of Quorum: (1 minute) 8:33 am

Approval of the Agenda for October 16, 2026 (2 minutes) **For Approval:** EdCo Agenda **Motion:** To approve the agenda as presented. **First:** Sarah Grielens **Second:** Kathy Buell Carried	EC.26.50
Approval of Minutes from September 18, 2026 (2 minutes) **For Approval:** EdCo Minutes **Motion:** To approve the minutes as presented. **First**: Sarah Grielens **Second:** Gord Weary Carried	EC.26.51

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CONSENT AGENDA	EC.26.52
Summary of Motions 2025–2026 – Reto Riesen (10 minutes) • Approved with the agenda and will be published on the website. **First:** Adam Nash **Second:** Colin Elliott Carried	EC.26.52.01
ACTION AGENDA	EC.26.53
NURS 101: The Art and Science of Nursing – Helen Hamel (5 minutes) ➢ **Motion:** To accept NURS 101 as presented. • Updated to better align with the current syllabi and the NCBNP. • The wording for journal completion was changed from 'recommended' to 'required' in the meeting since the journal is credit/no credit. • The evaluation profile could be clearer. There are two Other assessment types that need to be broken down more clearly. Labs appear both as a separate assessment type and under the Credit/No Credit Other, which could be confusing. The 15% instructor interview needed clearer wording. Members also asked for clearer consequences when a required lab, clinical, OSCE, journal or care-plan activity is unsuccessful. NURS 101 was deferred to the next EdCo meeting for revision.	EC.26.53.01
NURS 102: Communication Theory and Practice – Helen Hamel (5 minutes) ➢ **Motion:** To accept NURS 102 as presented. • The course descriptions and learning outcomes are approved by the collaborative and fixed, while faculty have some flexibility in other details. • Members questioned the use of C as the minimum passing grade, which is different from the college-wide passing grade. It was clarified that students receiving a C– still earn course credit but cannot progress in the nursing program. Changing the field in CIM would cause sync issues with Colleague. Keeping the minimum grade as C in CIM helps identify students who do not meet progression requirements. **First:** Adam Nash **Second:** Jessica Michell Carried	EC.26.53.02
NURS 201: Introduction to Health Assessment – Helen Hamel (5 minutes) ➢ **Motion:** To accept NURS 201 as presented. • The maximum enrolment per collective agreement was changed from 8 to 24. • The evaluation wording was revised to clarify that students must achieve at least 60% in theory and obtain credit in both the lab and OSCE to pass the course. **First:** Kathy Buell **Second:** Melanie Pollard Carried	EC.26.53.03

NURS 203: Health Promotion in Families – Helen Hamel (5 minutes) ➢ **Motion:** To accept NURS 203 as presented. **First:** ACC **Second:** Adam Nash Carried	EC.26.53.04
NURS 205: Intro to First Nations Health – Helen Hamel (5 minutes) ➢ **Motion:** To accept NURS 205 as presented. ➢ The Indigenous Peoples and Cultural Safety module is a required credit/no-credit component. Journals are included in the assignments. ➢ Learning materials are flexible and selected by the instructor. The wording was updated in the meeting to reflect this. **First:** ACC **Second:** Kelly Swain Carried	EC.26.53.05
NURS 215: Care of the Adult – Helen Hamel (5 minutes) ➢ **Motion:** To accept NURS 215 as presented. ➢ Wording was revised to specify that students must attain credit in two care plans, all clinical journals and the final clinical evaluation. **First:** ACC **Second:** Colin Elliott Carried	EC.26.53.06
Grading and Progression Policy and Procedures – Sarah Grielens (5 minutes) ➢ New section 4.2 of the procedures allows programs to publish additional progression requirements, such as minimum course grades or program GPAs. ➢ The revised grading scale replaces the current P grade with a D grade. The planned implementation date is Fall 2027 so the Registrar's Office can update transcripts and grading settings. ➢ **Motion:** To approve the Grading and Progression Policy as presented. **First:** EPC **Second:** Tracey Woodburn Carried ➢ **Motion:** To approve the Grading and Progression Procedures as presented. **First:** EPC **Second:** Kathy Buell Carried	EC.26.53.07
Curriculum Guidelines and Expectations Task Force – Sarah Grielens (5 minutes) • **Motion:** To accept the final report as presented and conclude the task force. ➢ The revisions clarify that CIM contains both EdCo-approved curriculum information and administrative fields; not all CIM fields have the same approval authority.	EC.26.53.08

➢ The Deans section was revised. The budget item was removed and Step 4 now includes assessing impacts on workloads, collective agreements, lab and lecture hours, and facilities use. ➢ The curriculum style guide also better distinguishes "learner" and "student." **First:** Sarah Grielens **Second:** Tracey Woodburn Carried	
Scheduled Break (15 minutes)	
DISCUSSION AGENDA	EC.26.54
Land Acknowledgement and Efforts of Reconciliation Coast Mountain College collaborates with six First Nations in northwest British Columbia, the Haida, Ts'msyen, Nisga'a, Haisla, Gitxsan, and Witsuwit'en as well as the Tahltan and acknowledges the traditional territories where its campuses stand. • An inter-institutional professional development circle brought together faculty from different Canadian institutions to explore meaningful land acknowledgements and land-based learning. • Members were encouraged to make land acknowledgements more meaningful through action and reflection. The National Day for Truth and Reconciliation, the documentary Sugarcane, and the upcoming National Aboriginal Veterans Day were also raised for reflection. • Efforts were shared to integrate reconciliation throughout the Nursing program, rather than limiting it to one course. • A planned Kitsumkalum health fair visit was cancelled following a tragic event affecting the community. The Health Centre still welcomed nursing students for a visit and shared teachings about grief and Indigenous health. • The critical incident debrief sessions included sessions facilitated by a First Nations registered clinical counsellor. • Fundamental English students visited Indigenous businesses in Prince Rupert and explored the role of economic participation in reconciliation.	EC.26.54.01
Student By-Elections – Sarah Grielens (5 minutes) ➢ The First Nations Council student seat and the Prince Rupert EdCo student seat were acclaimed. ➢ Three EdCo seats remain vacant (two Terrace, one regional) and both Board of Governors student seats remain vacant. The by-election notice was issued October 5; nominations close October 19. ➢ Members were asked to encourage students to apply. Members suggested highlighting the stipend when advertising.	EC.26.54.02
REPORTS	EC.26.55
• **EdCo Chair Report –** Reto Riesen	EC.26.55.01

○ Reto attended the in-person Board meeting in Smithers. The Board approved the ACE certificate change. • **First Nations Council (FNC)** – Brianna Gibson • **Education Policy Committee (EPC)** – Emily Suderman ○ EPC has a work plan for policies under review. EdCo definitions are being reviewed and updated. • **International Education Committee (IEC)** – Adam Nash ○ The scheduled IEC meeting was cancelled because no agenda items were received. Members were invited to submit items for a future meeting. • **Articulation and Curriculum Committee (ACC)** – Adam Nash / Emily Suderman ○ The committee expects more curriculum submissions at its next meeting. • **Educational Practice** – Tracey Woodburn ○ Short-throw classroom projectors are being replaced with ViewSonic displays, with work expected to continue over the next year and training to be provided. ○ A short, optional digital literacy course for students is planned for January. ○ The instructor qualifications group met and will review a draft again; the goal is to bring the policy to EPC by the end of this semester or early next semester. • **Educational Planning and Program Review** – Tracey Woodburn	
Meeting Adjourned: 11.36 am **Next Meeting: November 20, 2026**	EC.26.56

Additional Links and Information:

Education Council Bylaws - 2022
College and Institute Act
Meeting Schedule

Acronyms

- ACC = Articulation and Curriculum Committee
- CIM = Curriculum Information Management
- FNC = First Nations Council
- EPC = Education Policy Committee
- TOR = Terms of Reference

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