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**Record of Decisions - NCR Education Committee  
January 15, 2019**

<b>Present</b>	<b>Regrets (Confirmed)</b>
<ul style="list-style-type: none"><li>• Chantal Fortin (Chair), USGE/SESG</li><li>• Diane Girouard, UHEW/STSE</li><li>• Grace Morgan, UHEW/STSE</li><li>• Carla Ross, UNE/SEN</li><li>• Anna-Marie Melanson, UNE/SEN</li><li>• Pierre Lebel (Staff), REO/ARE</li></ul>	<ul style="list-style-type: none"><li>• Ken Zarichansky, UPCE/SEPC</li><li>• Will Bickford, DCL/SLCD</li><li>• Kim Hum, UHEW/STSE</li><li>• Louise Sicard, UHEW/STSE</li><li>• Alex Silas, DCL/SLCD</li><li>• Lee Palotta, UTE/SEI</li><li>• Annie Noël, UHEW/STSE</li><li>• Philip Lillies, AGR/SAG</li><li>• Behiye Cinkilic, UNE/SEN</li></ul>

Meeting called to order at 17:28 by the Chair.

**1. Adoption of the agenda, as amended:**

- Moved by Anna-Marie Melanson;
- Seconded by Carla Ross;
- Motion is adopted;

**2. Adoption of the Record of Decisions for the meeting of November 20, 2018, as amended:**

- Moved by Grace Morgan;
- Seconded by Diane Girouard;
- Motion is adopted;

**3. Follow-up on items from previous meetings**

- *Notification of winners of survey prizes (two PSAC sweaters and five bags of coffee)*
  - Sweaters and coffee will need to be ordered for the winners.
  - The chair has sent an email to all of the winners. However, one member's email address did not work and two other members had not yet responded.
  - Therefore three new winners were drawn. Heather Millar (sweater), Joan Buchanan and Cindy Moore (back-ups).
- *Education registration form*
  - Status quo: we cannot make changes until the PSAC website is updated.

**4. Education Program update:**

- *Registrations and attendance*

Registrations are filling up nicely, but the Phoenix module might be cancelled due to

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low attendance.

**5. Union School**

- *Part 1 – update and registrations*  
78 registrations initially, 10 have cancelled
- *Part 2 – update and meeting of the selection committee*  
So far, registrations are low. We need to reach out to members and invite them to attend. Part 2 will also be promoted during Part 1.

**6. Winter 2019 education schedule**

- French LTD course, part 2  
As the previous course was cancelled, the members who attended will be invited to attend part 2 once it is offered.

**7. Working group to propose updates to the web pages for Education Program and Committee**

- The content of these web pages needs updating
- The Education Committee's Terms of Reference also need to be updated. They have not been revised in over 4 years.
- Working groups will be formed for these activities

**8. Varia**

- Sister Chantal cannot attend the NCRC meeting on January 26<sup>th</sup> and therefore is offering her seat as delegate to represent the Education Committee.

**Discussion topics if time permits or for future meetings**

- *Promoting French courses*
- *Promoting PSAC online courses*
- *Continuous engagement of RVPs/NVP*

**Meeting adjourned at 6:30 p.m.**