

Participants:

Faisal Rashid (Faculty At Large) *Chair
Brandon Mackinnon (Faculty At Large) *Vice-Chair
Sweetzelle Ira Arago (Student)
Heather Cobbett (Faculty At Large)
Tracy Donnelly (Administration)
Kristel Anne Echano (Student)
Andrey Florita (Student)
Josh Klassen (Faculty At Large)
Ruth Angelique Marquez (Student)
Warren Stokes (Administration)
Marissa Thola (Faculty At Large)
Mike Gilbert (Board Representative)
Audra Holloway (Recording)

Absent: Loren Lovegreen Todd Bondaroff Rob-Roy Douglas
 Darren Giersch Howard Moody Bruce McKay
 Lynette Forrest

Guest(s): Kathleen Lewis

Acknowledgement

It is a privilege to honor the many nations participating in our college community and to thank you for sharing your traditional lands with us.

1. Adoption of Agenda

Agenda was adopted as circulated.

2. Adoption of Minutes, January 26, 2022

M. Thola noted a grammatical error on page 3. Minutes updated with grammatical correction.

22.02.01 M/S –THOLA/KLASSEN

Motion: *THAT the minutes of January 26, 2022 be adopted as amended.*

CARRIED

3. Action List

Education Council Process Flowchart – nothing to report

New Course Outline Form – nothing to report

Decision Item(s)

4. Revised ABT Program Guides

K. Lewis presented the submission explaining that the submission was to add the requirement for stronger English comprehension skills prior to acceptance to the program. The revisions would ensure that students have a solid foundation upon entry to the program resulting in better student retention throughout the program and to eliminate early drop-outs due to weak English comprehension skills.

B. Mackinnon asked about the cover sheet regarding the Registrar and VP Academics support of the proposal

M. Gilbert asked about other alternatives for the Admission Requirements like BC English 12. W. Stokes answered that the Admission Requirements should be looking for a more clearly defined list of acceptable courses (like the recently submitted Trades Programs Omnibus).

Suggested wording:

English – one of the following:

BC Language Arts 11 Courses, or BC Language Arts 12 Courses, or equivalent.
ENGL 040 or higher, or equivalent.

Math – one of the following:

BC Math 10, BC Math 11, or BC Math 12, or equivalent.
MATH 030 or higher, or equivalent.

W. Stokes also noted that the submitted ABT-Administrative Assistant Program Guide had different Admission Requirements than the other two guides. He explained that the older version had English with a CAAT option and Math with a CAAT option, where the new version has English and Math OR you must do an entire CAAT test. K. Lewis added that in the ABT-Administrative Assistant the Admission Requirements have a pathway regarding the Philippines that would need to be included when re-writing the requirements. B. Mackinnon noted that an IELTS statement would need to be included when re-writing the requirements.

K. Lewis explained that all students are admitted to the ABT-Administrative Assistant program pathway with students able to exit with either the ABT-Office Assistant or ABT-Financial Assistant pathways.

W. Stokes asked about the statement included in the ABT-Administrative Assistant Admission Requirements that require the successful completion within the last 5 years. He posed the question to Education Council members: “pedagogical question of whether there is an appropriateness of aging of credentials“. Discussion between members.

B. Mackinnon questioned the need for any ‘Admission Requirements’ for the two programs that are considered ‘exit credentials’ (ABT-Office Assistant and ABT-Financial Assistant). K. Lewis concurred and felt that a ‘leaving credential’ piece would be more appropriate. W. Stokes added that the ‘exit credential’ wording could be added where the current ‘Admission Requirement’ information currently is. He added that it could simply say “This is an exit credential for the ABT-Administrative Assistant program. Admission to that program is required.”

B. Mackinnon suggested a Motion to update/review the documents and to bring them back to the next meeting. The documents will go back to the Curriculum subcommittee for review and then back to Education Council.

22.02.02 M/S –MACKINNON/THOLA

~~Motion: THAT the Education Council approves the revised Program Information and Completion Guides for ABT Administrative Assistant, ABT Financial Assistant and ABT Office Assistant.~~

Motion: THAT the Education Council approves the postponement of the submitted motion until the next Education Council meeting.

CARRIED

5. Revised EASL Program Guide and Course Outlines

K. Lewis explained that the submission was to update the individual requirements for each course, the enter and exit CaMLA scores. She added that this will allow the students to progress through the ESL courses more accurately.

From the submission Cover Sheet:

The current English as a Second Language (ESL) program completion guides were confusing, as all levels had a separate guide. The new guide combines all the levels into one. It will be easier for a student to read and understand as they would not be clicking on multiple guides for one program. Instructors in the program reported that the entrance & exit scores of each of the ESL classes needed updating.

M. Thola noted that the email listed for the Program Contact for International Students was incorrect. She explained that it should be 'International Students students@international.nlc.bc.ca'.

M. Thola asked about the CaMLA tests. W. Stokes explained that the students would, in fact, do a final exam at the end of the program. Discussion regarding the 'Passing Grade' comment for the submitted Course Outlines. Decision by council to add the wording, "or equivalent" to all 'Passing Grade' comments for each Course Outline.

22.02.03 M/S –THOLA/COBBETT

Motion: THAT the Education Council approves the revised Program Information and Completion Guide for English as a Second Language and the revised Course Outlines for EASL 020, EASL 030, EASL 040, EASL 050 and EASL 060 as amended.

CARRIED

Subcommittee Standing Reports

6. Education Policy Subcommittee

W. Stokes reported that the subcommittee is currently meeting twice per month. He added that the group is almost at full capacity regarding membership and that they are waiting for a member of Learning Support or Access Services to join the group. He further added that he is currently the subcommittee chair, and that the group continues to work on the student appeals policies.

A. Holloway added that she had emailed Education Council student representatives asking if they would like to participate in the subcommittee.

7. Curriculum Subcommittee

A. Holloway reported that Kathleen Lewis had joined the subcommittee and that the group met on February 3rd to review the documents for this month's meeting. The group meets next on March 3rd.

8. Admissions and Standards Subcommittee

A. Holloway explained that the next meeting for the subcommittee is Thursday, February 24th, 2022.

Information/Discussion

9. Continuing Education

T. Donnelly talked about the new and upcoming CE/WFTR courses:

WFTR WL12 Welding Practice

WFTR TI60 Ground Disturbance BC

WFTR TI170 Oil and Gas Trade Training Program

10. Creation of a 2nd Vice-Chair position for Education Council

F. Rashid explained that he recently noticed that Selkirk College had a second Vice-Chair position and wanted to see if members felt that NLC could benefit from the same. He added that he was wondering if Education Council should have more representation from the Indigenous community.

Group discussion over the terms 'Co-Chair' and 'Co-Vice-Chair' and whether the proposal was to add to the overall number of members or to add a position within the current membership. W. Stokes mentioned the current Education Council Bylaws and the possibility of certain workload being assigned to the Vice-Chair(s) by the Chair. F. Rashid added that all members are volunteers and was aware that there may be added enticement, motivation or possibly team member respect with the added title of a second Vice-Chair or 'Co-Vice-Chair'.

W. Stokes suggested that the next step be the bringing back of the Education Council Bylaws for discussion regarding updates regarding membership of the subcommittees and with the possible amendment about the idea of Co-Vice-Chairs and their duties.

Adjournment – 2:45 p.m.

Next Meeting – March 23, 2022

These notes are not officially approved until initialed by the Chairperson. They could be subject to amendment.