

Participants:

Faisal Rashid (Faculty At Large) *Chair
Heather Cobbett (Faculty At Large)
Tracy Donnelly (Administration)
Rob-Roy Douglas (Faculty At Large)
Darren Giersch (Staff)
Kajal Gill (Student)
Russ Haugen (Faculty At Large)
Harsimar Kaur (Student)
Josh Klassen (Faculty At Large)
Brandon Mackinnon (Faculty At Large)
Richard Resener (Faculty At Large)
Warren Stokes (Administration)
Marissa Thola (Faculty At Large)
Mike Gilbert (Board Representative)
Audra Holloway (Recording)

Absent: Loren Lovegreen Bryn Kulmatycki Carolina Arango Henao
Sean Logie Andy Amboe Cindy Page

Guest(s): Lisa Verbisky Paola Rodriguez Shari Harrison
Lindsay Tiemer

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. Election of Vice-Chair for Education Council

A. Holloway called for nominations for the position of Vice-Chair of Education Council four times.

F. Rashid nominated C. Page. C. Page agreed to let her name stand.

M. Thola nominated R. Douglas. R. Douglas did not agree to let his name stand.

R. Resener nominated B. Mackinnon. B. Mackinnon did not agree to let his name stand.

No further nominations. C. Page in by acclamation.

Congratulations Cindy!

2. Adoption of Agenda

Agenda was adopted as circulated.

3. Adoption of Minutes, January 27, 2021

21.02.01 M/S –R. Haugen/M. Gilbert

Motion: *THAT the minutes of January 27, 2021 be adopted as circulated.*

CARRIED

4. Action List

Education Council Process Flowchart – nothing to report

T. Donnelly joined the meeting.

Decision Item(s)

5. Terms of Reference for Admissions and Standards Subcommittee

Discussion among members regarding the revised chair wording and the addition of a 'Meeting Attendance' paragraph. The members agreed that a 'Reporting Requirement' should be added to the document regarding the meeting report for Education Council.

B. Mackinnon asked about the large membership (including 4 Faculty members) of the Subcommittee. P. Rodriguez answered that the purpose was to ensure representation across all parts of the College regarding Admissions and Standards in their particular areas.

B. Mackinnon asked about the 'Meeting Attendance' paragraph and the possibility of an Instructor being unable to attend due to class at that time. W. Stokes suggested changing the percentage to 60% from 75% to allow for this.

Education Council member decision to present the subcommittees with the draft TOR and have the documents return to the March meeting with a Motion.

6. Terms of Reference for Curriculum Subcommittee

Discussion among members regarding the revised chair wording and the addition of a 'Meeting Attendance' paragraph. The members agreed that a 'Reporting Requirement' should be added to the document regarding the meeting report for Education Council.

B. Mackinnon asked about the 'Meeting Attendance' paragraph and the possibility of an Instructor being unable to attend due to class at that time. W. Stokes suggested changing the percentage to 60% from 75% to allow for this.

Education Council member decision to present the subcommittees with the draft TOR and have the documents return to the March meeting with a Motion.

7. Terms of Reference for Educational Policies Subcommittee

Discussion among members regarding the revised chair wording and the addition of a 'Meeting Attendance' paragraph. The members agreed that a 'Reporting Requirement' should be added to the document regarding the meeting report for Education Council.

B. Mackinnon asked about the 'Meeting Attendance' paragraph and the possibility of an Instructor being unable to attend due to class at that time. W. Stokes suggested changing the percentage to 60% from 75% to allow for this.

Education Council member decision to present the subcommittees with the draft TOR and have the documents return to the March meeting with a Motion.

Subcommittee Standing Reports

8. Education Policy Subcommittee

L. Verbisky reported that the group decided to meet twice per month, about 3 hours each, hoping that the meetings would be more effective. She explained that the Subcommittee requires an Education Council faculty member. She also explained that the group is currently re-prioritizing the current action list of policies and asked members of Education Council to contact her if they feel a certain policy should be at the top of the list.

9. Curriculum Subcommittee

R. Douglas reported that there were no documents submitted for the current meeting and therefore the group did not meet in February. The next Curriculum Subcommittee meeting is on March 4th.

10. Admissions and Standards Subcommittee

P. Rodriguez reported that the group met on Monday where the group reviewed the submitted TOR wording. She added that the group continues to work on the Admissions Policy and currently are reviewing deferrals, re-applications, and re-activations. She noted that W. Stokes has begun working on a new Admissions form.

Information/Discussion

11. PCOI 202 Course Outline

A. Holloway reported that a small clerical error was made in the 'Academic/Course Level' are of the PCOI 202 document at the January meeting. The error was corrected in both the document and the webpage, effective February 2021.

12. Continuing Education

T. Donnelly presented the CE/ WFTR course outlines:

- CE BE32 Learn to Buy and Sell on eBay
- CE BE33 Marketing Your Nonprofit
- CE BE34 Mastery of Business Fundamentals
- CE BE35 New Career Suite
- CE CT101 Introduction to Google Analytics
- CE CT102 Adobe Animate CC Training
- CE LA05 Effective Intercultural Communication
- CE HW57 Gerontology
- CE PD80 Individual Excellence: Secrets of Career Success
- CE PD81 Interpersonal Communication
- WFTR OS14 Coronavirus: Guarding Against COVID-19
- WFTR OS15 Alcohol and Drug Awareness
- WFTR OS16 Bloodborne Pathogens in Healthcare Facilities
- WFTR OS17 Patient Handling Safety

WFTR OS18 Workplace Violence in Healthcare Facilities

WFTR OS19 Radio Communication Awareness

WFTR OS20 Transportation of Dangerous Goods

WFTR OS21 Pipeline Construction Safety Training

WFTR PD05 Coaching sessions for Supportive Care Assistant Program

H. Kaur asked how people would be aware that these courses were being offered. T. Donnelly explained that the link to Continuing Education (CE) is on the main NLC webpage, are promoted on Social Media and within the College. She added that the CE page now has a 'peer chat' window where you can chat with someone to help you find exactly what you need. H. Kaur suggested that this information could be included in the International student newsletter that is produced by the International Education department.

R. Resener commented on the creation of an Intercultural Communication course that is being offered, created by the International Department director. He added that it allows for Indigenous insight and perspective and hoped that it would be free for students, staff, and faculty. T. Donnelly added that it is currently in it's pilot phase.

Notes: R. Resener asked if the committee would add to the territorial acknowledgement at the start of the meeting as NLC is located on the territory of the First Nations people of the Cree, Dene, Dane-zaa, Kaska, Saulteau, Tse'khene, Tahlitan and Tlinglit. He explained that it is encouraged to be done by anyone and everyone in the College. He added that there is a template/guide that he would be sending out to Education Council members.

Adjournment – 2:20 p.m.

Next Meeting – March 24, 2021

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