

## Participants:

Rob-Roy Douglas (Faculty At Large) \*Chair  
Brandon Mackinnon (Faculty At Large) \*Vice-Chair  
Mark Andaya (Student)  
Morteza Ghadirian (Faculty At Large)  
Darren Giersch (Staff)  
Josephine Mata (Student)  
Bruce McKay (Faculty At Large)  
Lisa Morin (Staff)  
Warren Stokes (Administration)  
Marissa Thola (Faculty At Large)  
Audra Holloway (Recording)

Absent: Heather Cobbett    Lynette Forrest    Anndra Graff  
Kathy Handley    Josh Klassen    Howard Moody  
Faisal Rashid    Todd Bondaroff    Mike Gilbert

Guest(s): Jody Readman    Brody Dorer    Yingxiao (Estelle) Li

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## Territorial Acknowledgement:

Northern Lights College expresses gratitude for the First Nations people of the Cree, Dene, Dane-zaa, Kaska, Saulteau, Tse'khene, Tahltan and Tlinglit for sharing their territory with us.

**1. Adoption of Agenda**

Agenda was adopted as circulated.

**2. Adoption of Minutes, November 23, 2022**

23.01.01 M/S –THOLA/GIERSCH

Motion: *THAT the minutes of November 23, 2022 be adopted as circulated.*

CARRIED

**3. Action List**

Education Council Process Flowchart – nothing to report

## Decision Item(s)

None

M. Ghadirian joined the meeting

## Subcommittee Standing Reports

**4. Education Policy Committee** – W. Stokes explained that the Policy Committee met on January 11<sup>th</sup> and will meet again on February 8<sup>th</sup>. (the January 18<sup>th</sup> meeting was cancelled). The meeting included:

1)E-1.07 Evaluating Students (regarding ‘Supplemental Exams’) – wording was reviewed and revised. The group hopes to have the completed DRAFT to the February Education Council meeting.

2)E-1.14 Withdrawal policy: the policy is currently out for ‘Consultation’ (Deans/VPA, College Policy Committee, Education Council) and when complete will be sent out with an NLC ‘All Staff’ email for stakeholder comments/suggestions.

**5. Curriculum Committee** – R. Douglas explained that the group did not meet in January (as there were no documents). He added that the group meets next on February 2<sup>nd</sup> and warns that there are many documents for the February Education Council meeting.

**6. Admissions and Standards Committee** – A. Holloway explained that the group had not met since the last Education Council meeting. She added that the group next meets on January 26<sup>th</sup>.

## Information/Discussion

### 7. Continuing Education

J. Readman presented the CE/WFTR Course Outlines:

\*Note: all Course Outlines can be found on D2 for Education Council members.

CE PD147 Volunteer Leadership Program

CE PD148 Family Resource Program BC (FRP-BC) Foundations Workshop

CE TI13 Introduction to Seed Collection for Native Plant Restoration

WFTR TI70 BC Class 1 Mandatory Entry Level Training (MELT)

WFTR TI74 Field Safety Representative (FSR) Renewal Course

WFTR TI75 Telehandler

WFTR TI175 AMT Supplemental Class

Notes:

-M. Thola asked about the vacant Education Council student representative seats. W. Stokes explained that they would be filled by a bi-election and that the email would go out after the meeting.

-R. Douglas mentioned that there would soon be Staff/Faculty representative terms ending. W. Stokes explained that there would be an upcoming election to fill all seats.

(Notes-cont)

-J. Mata asked about:

- a) PGWP support letters – W. Stokes explained the process and the current time required of 15 business days. He added that the College is continually working on their processes and hopes for feedback from the students.
- b) Help for students for filling out Government forms – M. Thola explained that there is currently help available on both the DC and FSJ campuses. R. Douglas asked about the Chetwynd campus, as they will soon have a Business Management cohort.

Adjournment – 140 p.m.

Next Meeting – February 22, 2023

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