



B.C.'s Energy College™

**NORTHERN LIGHTS COLLEGE  
EDUCATION COUNCIL**

Meeting of November 26, 2014  
Dawson Creek Regional Board Room  
Fort St John Room 2116  
Fort Nelson Room 131

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Participants:	David Batterham Carrie-Anne George Harmanpreet Grewal James Jones Junko Leclair (Chair) Kris McLeod Megan Reitsma Alison Starr	Jenna Doeleman Turid Giovannini Khyla Fraser-Murphy John Kurjata Loren Lovegreen Kaleigh Needham Steve Roe Judy Seidl (Recording)
Absent:	Terry Beaton Rene Tremblay Faisal Rashid	Nick Rubidge Patricia McClelland

Guest(s):

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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. All my relations.

**1. Adoption of Agenda**

Agenda was adopted as presented.

**2. Adoption of Minutes, October 22, 2014**

14.11.01 M/S – DOELEMEN/REITSMA

THAT the minutes of October 22, 2014, be adopted as circulated.

CARRIED

**3. Action List**

Application Deadlines – As reported at our meeting in October, it is being determined how this can be rolled into admissions.

Residency Requirements – L. Lovegreen reported there has been no movement on this item.

CAAT Requirements – The committee met again last week and has determined from the research conducted on the Power Engineering students, to start using the Trades Math Assessment as part of the admissions requirements. R. McAleney, Associate Dean for Trades and Apprenticeship, has been asked to see how this can be brought into the program for the 2015-2016 year. Plans were also made to start looking into data from other programs.

Education Council Process Flowchart – No progress since our last report, but Interim President, N. Rubidge, has noted the flowchart should be a higher priority.

Prior Learning Assessment Environmental Scan – L. Lovegreen reported no movement on this issue either.

D. Batterham joined the meeting.

## **Decision**

### **4. Practical Nursing Program Information and Completion Guide**

S. Roe advised the changes to the Practical Nursing guide are primarily 'housekeeping' with the most significant change being the 'English as an Additional Language' admission criteria. M. Reitsma expressed concern over the Canadian Adult Achievement score and after some discussion, it was agreed to change the score from Grade 11 to 11.9. A few other grammatical errors were also corrected.

J. Leclair inquired as to who or what determines if English is or is not, a student's first language. S. Roe conceded he did not have a comprehensive answer to this question. A suggestion to use the BC Care Aid Guide was determined to be problematic in the case of on-line applications to the program. J. Leclair suggested this could be an issue for other programs as well and it would be helpful if there was a standard in place.

*Action: To develop a standard practice for language requirements. Task assigned to be determined.*

14.11.02 – M/S LOVEGREEN/JONES

THAT the Education Council approves the revised Program Information and Completion Guide for the Practical Nursing program as amended.

CARRIED

## **Subcommittee Standing Reports**

### **5. Education Policy Subcommittee**

J. Leclair advised we are not making use of the policy subcommittee at this time. She will take the lead on regrouping the membership and work on updates to the Terms of Reference document which was included in the meeting package.

### **6. Curriculum Subcommittee**

J. Leclair advised she has also edited the Curriculum Subcommittee Terms of Reference document. She invited comments and suggestions to her updates by email and asked they be sent to both her and D. Batterham. Any help with improvements would be appreciated.

## **Information/Discussion**

### **7. 2015 Education Council Schedule of Meetings**

The Education Council Schedule of Meetings for 2015 is included in the meeting package and will also be posted to the website.

D. Batterham inquired about the deadline dates and if they would be changed from 4 weeks to 6 weeks. J. Leclair explained the deadline dates are part of the Education Council Bylaws and if we change the bylaws, the schedule would also be updated.

Adjournment – 2:02 p.m.

Next Meeting – January 28, 2015

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