



B.C.'s Energy College™

**NORTHERN LIGHTS COLLEGE
EDUCATION COUNCIL**

Meeting of October 22, 2014
Dawson Creek Regional Board Room
Fort St John Room 2116
Fort Nelson Room 131

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

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

ADD: Valedictorian Criteria and Selection Education Policy as Item 6.

Agenda was adopted as amended.

2. Adoption of Minutes, September 24, 2014

14.10.01 M/S – STARR/BEATON

THAT the minutes of September 24, 2014, be adopted as circulated.

CARRIED

3. Action List

Application Deadlines – J. Leclair reported the application deadline language from every single program offered at Northern Lights College has been compiled into one document and shows there are inconsistencies even between related programs. The next step is in determining how we can bring consistency back.

Residency Requirements – No one was available to speak this topic.

CAAT Requirements – Nothing new to report for this meeting.

Education Council Process Flowchart – J. Leclair advised that after expending a considerable amount of effort trying to bring together the flowchart, it has been determined much more work needs to be done on the policies that govern the document as well as the documents related to submissions. We will continue to work on this and bring this forward to the next meeting.

Prior Learning Assessment Environmental Scan – No one was available to speak this topic.

Decision

4. Electrician Foundation Trades Training Revised Program Information and Completion Guide Revised Course Outline: ELFT 150 Electrician Practicum

R. McAleney explained there are three components to Electrician Foundation level training, the third of which is an industry practicum arranged by the program instructor. Students are very well received by these practicum sponsors who are very gracious to take these students as there are a lot of on the job prerequisites to even get on a job site. The College is hoping to expand the program which would place more of demand on these sponsors. R. Tremblay clarified cutting the practicum from 90 hours to 60 hours would resolve this issue.

J. Leclair requested some wording be changed in both the program guide and course outline. In the program guide admission requirements, she asked if 'will fit' could be changed to 'may fit' and if the line 'Because of his or her knowledge, training, and abilities' could be removed from the Career Prospects section and also if 'minimum within each course' could be added to the Required Minimum Grade section. R. Tremblay agreed to these changes but wanted more discussion and investigation before changing the grade requirement from 11.0 to 11.9, so all agreed to leave it as is. Discussion followed as to the wording in the calendar description of the course outline where it refers to 'an unpaid practicum', some felt it should be made clearer to students that this is an 'unpaid *industry* practicum', all agreed to the change.

14.10.02 – M/S ROE/TREMBLAY

THAT the Education Council approves the revised Program Information and Completion Guide and the revised course outline; ELFT 150 Electrician Practicum for the Electrician Foundation Trades Training program as amended.

CARRIED

J. Kurjata joined the meeting

**5. Pre-Employment Workplace Essential Skills (Pre-WES)
Revised Program Information and Completion Guide
Revised Course Outline:
WPES 005 Employment Training**

C. Taylor explained, students enrolled in the Pre-WES program would like to choose workplace experience sites and careers that require a variety of safety tickets. Offering them a broader selection of safety courses will provide them with enhanced opportunities for practicum placement and long-term employment. The program is also offered as a dual credit program in cooperation with South Peace Secondary School and dual credit students must complete 120 hours of practicum placement to be eligible for 4 high school credits. She also explained the types of students that come through the program generally struggle in school so are only getting some basic work experience, they would not be allowed to go out into industry. The safety courses are no longer a requirement of the program and are dependent on the occupation associated with the student's work experience choice.

14.10.03 – M/S ROE/REITSMA

THAT the Education Council approves the revised Program Information and Completion Guide and revised course outline; WPES 005 Employment Training for the Pre-Employment Workplace Essential Skills program as presented.

CARRIED

L. Mathias joined meeting.

6. Valedictorian Criteria and Selection Education Policy

J. Leclair explained the Valedictorian Criteria and Selection Education Policy had been reviewed at the September Education Council meeting and L. Mathias was here to address the concerns brought forth at that meeting. The first concern was that there was no faculty representation on the selection committee; L. Mathias explained they did not want to bias the selection process in the event a student of that faculty member was nominated. Another concern mentioned was that there is only one student on the committee and generally valedictorians are selected by their peers. L. Mathias addressed this by pointing out that most students nominated for valedictorian are also on student council, if they are on the committee they cannot be nominated thus limiting the pool of students to draw from. Some thought had been given to selecting a student from the general population but this significantly raises the complexity of the selection process as there would have to be some kind of election process. Some concerns were raised as to why there is no academic achievement in the eligibility criteria, only a focus on community involvement. L. Mathias reported they have added this now as they all thought the suggestion had merit. After investigating other institutions, it was noted universities use a grade point average (GPA) but this was not the case with Colleges who have a number of different grade schemes. It was decided they would add the eligibility criteria of being in good standing within their program. All agreed.

14.10.04 – Motion read by Recording Secretary, no mover or seconder, motion carried.

THAT the Education Council approves of the new Valedictorian Criteria and Selection Education Policy as presented.

CARRIED

L. Mathias left the meeting.

Subcommittee Standing Reports

7. Education Policy Subcommittee

J. Leclair reported we are not utilizing this committee at this time so there is nothing to report.

8. Curriculum Subcommittee

J. Leclair informed, the Terms of Reference for the Curriculum Subcommittee would be coming back to Council next month and will likely be drafting up some changes to our policies as well.

Information/Discussion

J. Leclair reminded the new student members to submit their payroll papers and asked the new Members in Dawson Creek to stay for a quick orientation after the meeting. She stressed the important role Education Council has in quality assurance at the College and encouraged everyone to maintain their membership at Council throughout the year.

Adjournment – 2:02 p.m.

Next Meeting – November 26, 2014

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