



B.C.'s Energy College™

**NORTHERN LIGHTS COLLEGE  
EDUCATION COUNCIL**

Meeting of February 25, 2015  
Dawson Creek Regional Board Room  
Fort St John Room 2116  
Fort Nelson Room 131

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Participants: James Jones Jenna Doeleman  
Loren Lovegreen Alison Starr  
Khyla Fraser-Murphy David Batterham  
Harman Grewal Junko Leclair (Chair)  
Kris McLeod Warren Stokes  
Nicholas Rubidge  
Audra Holloway (Recording)

Absent: John Kurjata Kaleigh Needham  
Megan Reitsma Rene Tremblay  
Carrie-Anne George Faisal Rashid  
Steve Roe

Guest(s): Anndra Graff

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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**

ADD: Education Council Election as Item 8 and J. Leclair will present Item 7.

Agenda was adopted as amended.

**2. Adoption of Minutes, January 28, 2015**

15.01.01 M/S – STARR/GREWAL

THAT the minutes of January 28, 2015 be adopted as circulated.

CARRIED

**3. Action List**

Residency Requirements – W. Stokes stated that there was nothing new to report as they are waiting for the Policy Committee to meet.

CAAT Requirements – J. Leclair reported that there has not been a meeting since the last EdCo meeting. Previously they had agreed on wording for Power Engineering Program – but there has been no feedback from Rene or the Trades Department at

this time. Discussion regarding the movement of this item and questions were raised about the need of a project plan and possibly time lines for this Action Item.

Education Council Process Flowchart – J. Leclair reported that there has been no progress on this item. W. Stokes states that there is nothing at this time to add from the Registrar's department. Possible meeting for March 2015.

Prior Learning Assessment Environmental Scan – Nothing new to report on this item.

Language Requirement – J. Leclair states that she had a productive discussion regarding language requirements with P. Den Ouden, who is the International Ed. Coordinator. They discussed the wording and definitions surrounding international students and non-international students and how to introduce the requirements for different areas. P. Den Ouden has great data and information from Canadian Immigration and other agencies to forward to J. Leclair. Once this material is gathered a group can be put together to establish language requirements and to have meaningful meetings and discussions on this.

## **Subcommittee Standing Reports**

### **4. Education Policy Subcommittee**

J. Leclair reports that this Subcommittee will most probably be dissolved. The college is creating a Policy Committee that would be doing this service and the Subcommittee would be duplicating the same tasks. J. Leclair stated that in the past the Policy Subcommittee didn't have enough power with working on and choosing policies. The Education Policies would still come to Education Council for advice or approval depending on the category of the policy. That part of Education Council remains. L. Lovegreen added that the College Policy Committee group has met and are currently working on the terms of reference.

### **5. Curriculum Subcommittee**

J. Leclair reports that since there have been no submissions – the Curriculum Subcommittee has not met. However D. Batterham and J. Leclair met and have worked on the terms of reference to further clarify the role of the Curriculum Subcommittee. J. Leclair also mentioned that the membership also needs to be updated to ensure that the Curriculum Subcommittee can be effective. Submissions are expected for the March 2015 meeting.

### **6. Draft 15/16 Budget Presentation**

A. Graff presented the DRAFT 2015/2016 Budget for NLC: the information contained in this presentation is confidential as the 2015/2016 Budget has not yet gone to the Board of Governors for formal approval.

NOTE: In the presentation the 'British Columbia 2022 Labour Market Outlook' was mentioned that contains the 'Top 60 Occupations that Require Training' for BC. It was decided to send the link (<http://www.workbc.ca/WorkBC/files/5f/5fc26f16-3c0f-4884-ab99-b475ca7448b7.pdf>) to all Education Council members.

A Graff Left the meeting

## 7. PSIPS

J. Leclair brought this topic forward for S. Roe who was unable to attend. A submission to EdCo will be coming to the March 2015 meeting for the 'Associate of Arts in Pre-Nursing'. The program will have the first two years at NLC in Dawson Creek and the 3<sup>rd</sup> and 4<sup>th</sup> year at UNBC. L. Lovegreen confirmed the details of the program. This program has been submitted to PSIPS and we are awaiting a response.

## 8. Education Council Elections

J. Leclair reported the dates for the EdCo Elections that were received from the Registrar (W. Stokes)

Nominations OPEN	Mon Mar 02, 2015
Nominations CLOSE	Fri Mar 13, 2015
Election BEGINS	Mon Mar 23, 2015
Election ENDS	Tues Apr 07, 2015
Ballot Results Released	Wed Apr 08, 2015

J. Leclair requested that all members get the word out regarding the elections – making sure to have people nominated that are interested in the Council.

Student members were reminded that their elections are in October and that if they are not planning on coming to the May and June meetings to please let J. Leclair or A. Holloway know.

N. Rubidge asked if the terms are all going to be the same or if there will be some staggered terms - so that it isn't a completely new group of people – that there is some continuity. He mentioned that he would hope some of the members go for re-election.

W. Stokes reported that there are some updates required for the Education Council Committee Elections Bylaws. He would like to bring a report to a future meeting to discuss terms of the members and the construction of the bylaws.

L. Lovegreen stated that in the last three years there were by-elections every year.

## Information/Discussion

J. Leclair read directly from P. McLelland's resignation email. J. Leclair felt that it relates to the election and the importance of Education Council:

'I will encourage any and all at NLC to be a part of the group, even if only to attend a meeting as a guest. EdCo works quietly, it seems, in the background, yet is a key part of the what makes the college work. For me, over the years, it has informed me on processes, programs, policies and procedures that maintain NLC as an inviting place for all people. Everything done at EdCo is to create a more cohesive, transparent and successful education experience. That not only addresses NLC itself, but how NLC and its students connect to other institutions and organizations.'

D. Batterham brought up the lack of submissions so far this year to EdCo. He wanted to know if there is anything being done to address this. J. Leclair stated that she has been in discussions with S. Roe and R. Tremblay and to bring them forward in a way to spread them out over the next few meetings.

Adjournment – 2:40 p.m.

Next Meeting – March 25, 2015

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