



B.C.'s Energy College™

**NORTHERN LIGHTS COLLEGE
EDUCATION COUNCIL**

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

Participants:	James Jones Kaleigh Needham Loren Lovegreen Rene Tremblay David Batterham Junko Leclair (Chair) Warren Stokes Nicholas Rubidge	Jenna Doeleman Carrie-Anne George Megan Reitsma Alison Starr Faisal Rashid Steve Roe Turid Giovannini Audra Holloway (Recording)
Absent:	Kris McLeod Khyla Fraser-Murphy	John Kurjata Harman Grewal
Guest(s):	Tracy Donnelly	

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 Meeting Time and Exit Surveys as Item 8 and Education Council Election Update as Item 9 and D Batterham and J Leclair will present Item 7 the Curriculum Subcommittee report.

Agenda was adopted as amended.

2. Adoption of Minutes, January 28, 2015

15.03.01 M/S –STARR/JONES

THAT the minutes of February 25, 2015 be adopted as circulated.

CARRIED

N. Rubidge joined the meeting

3. Action List

Residency Requirements and Prior Learning Assessment Environmental Scan – W. Stokes proposed to remove both this Residency Requirements and Prior Learning Assessment Environmental Scan from the action list in favor of incorporating both into the policy work that is beginning with the development of the Policy Committee.

In the case of the Residency Requirement, establishing an institutional baseline is a policy activity that could be incorporated into a PLAR/Transfer Credit policy. There will be a report from the Policy Committee at some point in time that will come to the Education Council with the status of these issues so that they will not be lost. R. Tremblay thought that it was a great idea to move it off the Action List as it makes more sense doing it this way. J. Leclair also agrees with moving and looks forward to hearing from the Policy Committee on this item.

CAAT Requirements – J. Leclair stated that we are expecting the submission for Power Engineering and Gas Processing programs to come for the April 2015 meeting for approval with the changes. Once that submission is through we will move forward with another project for assessment. R. Tremblay concurs.

Education Council Process Flowchart – J. Leclair stated that there has been no time since the last meeting to meet and there has been no movement. L. Lovegreen requested that we look into this a little closer – wondering if we need more resources, etc. W. Stokes wondered what is expected of this item. He is looking at having A. Holloway build this first draft flowchart and for the next meeting look at having Education Council review the flowchart itself. L. Lovegreen is hoping that this visual will have all the components – like minor and major changes, the times required to get it through the Curriculum Subcommittee, etc.

Language Requirement – J. Leclair stated that key members were away – awaiting a group to be put together to work on this.

Decision

4. Associate of Arts Degree (Pre-Nursing)

Program Information and Completion Guide

S. Roe stated that this Associate of Arts (Pre-Nursing) degree will be a pre-cursor to an accelerated Bachelor of Science in Nursing at UBC or UNBC. Accelerated programs are becoming increasingly common - there are programs at PEI University, McMaster University, Dalhousie University, UBC, and UNBC. Students begin their nursing program at third year undergraduate work – they take 2 years of General Arts and Sciences. S. Roe noted that all the courses listed in the Program Information Guide will be coming to the April Education Council meeting. Outlines have been sent to UNBC and it has been reported that there is no problem with the anticipated transfer credits.

J. Doeleman asked about the length of the study and noted that 'where' the years will be completed is a bit vague. J. Doeleman is wondered if it should be clear in the program completion guide where all the courses are to be completed. N. Rubidge is wondered if we should be vague until UNBC has their program announced and that at a future time we could make an amendment to the Program Completion guide if needed. N. Rubidge informed the group that if we left it this way we are not dependent on UNBC and their program.

N. Rubidge asked about the title of the program and asked if S. Roe is aware of the BCCAT is changing of the way how the Associate of Arts degrees and Applied

subject areas are done. S. Roe discussed the comments on this – and that the BCCAT does feel this program will be a good fit. There are some minor changes that will take place in Sep 2015. There is also a new Associate Degree – that will be an Applied Associate Degree or a Professional Associate Degree will give us an opportunity to give us the ability to have more health science courses in the future.

M. Reitsma discussed the course ANTH 102 and that there is a slight problem as without ANTH 101 the students will need the instructor's permission to take ANTH 102. S. Roe is wondered if the submission is approved by Education Council today that he could have a discussion with the Instructor regarding this matter. N. Rubidge wondered if we should look overall at de-coupling these 2 courses (ANTH 101 and ANTH 102).

J. Doeleman wondered if we will have consecutive year 'in-takes' – this means that we will offer all these courses ONCE per Year. S. Roe replied that this is the plan – that as UNBC will have consecutive year intake – that NLC would do the same.

J. Leclair asked that in the Program guide: she wondered if this information (of UNBC) 'minimal admission criteria' – is clear. S. Roe explained that we are looking at an accelerated BSN and looking at a regular BSN – S. Roe is feeling that we want to have strong students and that is why our requirements are sitting at a B and not a C+.

J. Leclair brought up the 'specified immunization' in the 'Post-Admission notes' – S. Roe mentioned that we are still unclear on this. W. Stokes commented that it should be vague – as it allows us to tell them that they do 'need' this. It was decided to leave it vague.

Much discussion on the admission requirements and whether to put the % (B=73) and (C+=67) in or not to include it. W. Stokes asked if we can add 'or equivalent' after 'B' or C+ - he explained his thinking on this regarding the idea of the flexibility of this. The group agreed that W. Stokes suggestion would become an amendment on page 2 (under Admission Requirements)

15.03.02 – M/S RASHID/BATTERHAM

THAT the Education Council approves the new Program Information and Completion Guide for Associate of Arts Degree (Pre-Nursing) as amended.

CARRIED

**5. Heavy Mechanical Trades Apprenticeship Training (Level 2 & 3)
Revised Program Information and Completion Guide and Revised Course
Outlines (HVAT 200 & HVAT 300)**

R. Tremblay presented the revised Program of the Heavy Mechanical Trades (Level 2 & Level 3) program. The ITA has updated the program and curriculum for the renamed trade so NLC must follow suit. The program is still moving out of the old – ready to go to the new mechanical program as outlined by the ITA. The new program is 8 weeks (for Level 2) and 6 weeks (for Level 3). After these are completed and started – in the future there will be a Level 4. This is a combined program and R. Tremblay feels it is a better program for the North– the curriculum/outlines are matched to the ITA. There are level exams at each level by the ITA (not institutional) – they are weighted 20%. This training will be provided in FSJ – not in DC. 70% pass as per ITA outlines.

W. Stokes had a question regarding the effective date – Jan 2016 will be the date (rather than Sep 2015) – as this is the first program start date for students at NLC.

D. Batterham felt this may be a problematic change over for students – students cannot go from an old Level 2 to a new Level 3. R. Tremblay explained that this is a 4 year turn - around plan. ITA wants all the students to move through – they will address these students. R. Tremblay felt that we will be able to move all our (NLC) students through.

A Starr noted that it says in the Program Description ‘The Heavy Mechanical Trades includes the following **four** Trades’ and then only has 3 paragraphs – decision was made to take out the words ‘four Trades’ out of the line. Also Heavy Duty Equipment Technicians OR Heavy Duty Equipment Mechanics – is how it should read in the paragraph (page 1-paragraph 2) to be more clear.

J. Leclair suggested that the council look at the Admission Requirements: ‘Completion of Heavy Mechanical Trades Foundation program’. A decision was made to take out ‘HVMC 100’ and to remove ‘HVMC 150’ and instead have ‘Completion of Heavy Mechanical Trades Level 1’. Also to change Program completion Guide for Level 3 to this wording.

J. Leclair suggested that the council look at the wording in: Program Intake – ‘continuous intake’ – Education Council agreed that it will say ‘Please refer to the Trades and Apprenticeship intake schedule’ (both Level 2 and Level 3 Guides to be updated)

J. Leclair brought up under: Location – to put Campus at the end. (both guides to be updated)

F. Rashid brought up that the Cover sheet – under Feedback/Concerns raised – W. Stokes did not have an answer for ‘In Support of Proposal’ – W. Stokes asked for an x to be put under ‘Yes’

W. Stokes would like to like change the Effective Date for the course – HVAT 300 – to Jan 2016 (not April 2017) and for the Program Guide – change date to Jan 2016 (from April 2017). Dates changed on decision from Education Council.

THAT the Education Council approves the revised Program Information and Completion Guide as amended and the revised course outlines; HVAT 200 Heavy Mechanical Trades Apprenticeship Training Level 2 as presented and HVAT 300 Heavy Mechanical Trades Apprenticeship Training Level 3 as amended.

CARRIED

6. Education Policy Subcommittee

Nothing to report for this month.

7. Curriculum Subcommittee

J. Leclair reported that the submissions for this meeting were posted for the subcommittee and there were only 2 responses. J. Leclair and D. Batterham met and there was a decision to look into membership after the Education Council Elections are completed with the new members. Hoping to regroup and recruit new members for active membership starting in May.

D. Batterham – nothing to report other than the membership.

Information/Discussion

8. Education Council Meeting Times and Exit Surveys

J. Leclair explained that currently we are meeting on the fourth Wednesday of the month at 1:15pm (Sep to June). There has been discussion between W. Stokes, L. Lovegreen, J. Leclair, and D. Batterham to look at the times of the meetings or reducing the frequency of the meetings to possibly help with retaining and attracting new members. J. Leclair reminded everyone that due to the Collective Agreements our meeting time must be between 0830 and 1630. There will be a form created by J. Leclair that will be sent out by A. Holloway after the meeting. This information will be correlated anonymously. J. Leclair asked if anyone has any ideas

A Starr would like it to start a bit later, possibly at 2pm to help work around her classes.

S. Roe discussed that we do need the number of meetings that we have – that less would mean longer meetings and more stress.

D. Batterham thought that the action items are not getting looked at and there does need to be time in people's lives to work on all of this. Trades instructors have a really hard time making these meeting times. J. Jones added that students also have trouble with these times.

L. Lovegreen stated that it is important to have the scheduled meetings – we already don't have Dec, July and Aug. She wondered if anyone is having problems with the times or will this be addressed in the survey

J. Leclair let everyone know that these questions are in the survey – asked that everyone (current members) fill out the survey (and send it to A. Holloway) so that

we can discuss it at the next meeting. There will also be an Exit Survey that will come to each of the members and would everyone would please fill these out as well.

9. Education Council Election Update

W. Stokes reported that the nomination period was extended until 4pm today (March 25th 2015). We have had 2 additional nominees as of 115pm today. There will need to be an election now – but, that we still need Academic and Developmental representative nominations.

D. Batterham let N. Rubidge know that even though a few of the FSJ staff cannot come to the wine and cheese party today (March 25th 2015) – that he would like him to know how much they appreciate all that he has done. N. Rubidge would like to thank everyone and to let everyone know how important the Education Council is an important part of the College and would like to look at hopefully move forward to doing more of the 'editing' and discussion at the Curriculum subcommittee level and just be able to say 'motion passed' at the actual Education Council meeting.

J. Leclair would like to thank everyone for serving at the Education Council – that it has been a great pleasure serving as the Chair and working with everyone. D. Batterham would like to thank everyone that is leaving that we appreciate your work and J. Leclair would like to thank all those that are returning.

Adjournment – 3:02 p.m.

Next Meeting – April 22, 2015

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