



B.C.'s Energy College™

**NORTHERN LIGHTS COLLEGE
EDUCATION COUNCIL**

Meeting of June 28, 2017
Dawson Creek Regional Board Room
Fort St John Room 2116
Fort Nelson Dial In
Chetwynd Dial In

Participants:

Faisal Rashid (Faculty – Academic)*Chair
Megan Bedell (Faculty – Non-Instructional)*Vice-Chair
Andy Amboe (Faculty – Vocational)
Arshdeep Singh (Student)
Addie Dawe (Faculty – CCP)
Tracy Donnelly (Administration)
Istvan Geczy (Faculty – Academic)
Josie Jiang (Faculty – Non-Instructional)
Kaleigh Needham (Support Staff)
Cindy Page (Faculty – Academic)
Steve Roe (Administration)
Milanpreet Singh (Student)
Alison Starr (Faculty – Vocational)
Warren Stokes (Administration)
Sharon Miller (Board Vice-Chair)
Audra Holloway (Recording)

Absent:	Loren Lovegreen Tanya Jones	Lana Sprinkle Holly Keutzer	Bryn Kulmatycki Shallen Middleton
Guest(s):	Lisa Verbisky	Rod Cork	Joyce Benson

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.

1. Adoption of Agenda

Item #5 will be presented by R. Cork, Item #6 will be presented by L. Verbisky and Item #11 will be presented by A. Holloway.

Agenda was adopted as amended.

2. Adoption of Minutes, May 24th, 2017

17.06.01 M/S –BEDELL/SINGH

THAT the minutes of May 24, 2017 be adopted as circulated.

CARRIED

3. Action List

Education Council Process Flowchart – No update at this time.

New Course Outline Form – I. Geczy explained that the document will go out to the stakeholders within the week.

Pre-requisite Statements – S. Roe explained that he consulted UNAS faculty regarding the ‘for permission of instructor’ comment listed at the end of the prerequisite statement of certain course outlines. He explained that they need to explicitly acknowledge potential flexibility for students and to try to uphold viable enrollment. S. Roe recommended that the group retains the statement for the courses where it currently exists.

W. Stokes asked in the absence of the statement would a student be unable to request permission to register. S. Roe answered that in reality a student could ask permission to register without prerequisites for any course but, that the likelihood of gaining permission without the statement would be less.

I. Geczy asked about what type of courses have this statement currently. S. Roe answered that he looked at the active UNAS courses and 30% have ‘or permission of instructor’ in the prerequisite statement with the majority of them being second year courses.

F. Rashid removed item from Action List.

Governance Subcommittee – No update at this time.

Decision Item(s)

4. Revised Program Power Engineering and Gas Processing

R. Cork explained that the total program hours have been corrected to match the actual scheduled hours. He further explained additional changes to the submitted documents:

- Breakdown hours and total weeks for POPR 011-014
- Total Course hours for POPR 200 and 201
- Required textbooks/subscriptions have been updated
- Laptops no longer need to be purchased by students
- Instructor information updated

W. Stokes asked about the total hours versus the weeks listed in the Program Guide. R. Cork answered that the work experience course is based on a 40hr week.

17.06.02 M/S –AMBOE/DONNELLY

THAT the Education Council approves the revised Program Information and Completion Guide for Power Engineering and Gas Processing and the revised Course Outlines POPR 011, POPR 012, POPR 013, POPR 014, POPR 200, POPR 201, POPR 208 and POPR 302 as presented.

CARRIED

5. Revised Program Automotive Service Technician

R. Cork explained that harmonization dictates the need for updates to AUTO 090, ASTF 101 and level one and two programming. He further explained that this will be the last run of this program through FSJ for the Foundation Program.

W. Stokes asked for it to be moved from two to three motions.

W. Stokes asked about ASTA 300 and ASTA 400 that came to Education Council at a previous meeting. R. Cork answered that this curriculum is not available from ITA yet. W. Stokes asked that ASTA 300 and ASTA 400 not be built in Colleague until the harmonized curriculum has been passed by Education Council.

S. Miller asked about the shorter Foundation program being taught in FSJ. R. Cork explained that it had been a decision between the instructor and the school district. He further explained that the problem is that the ITA has changed the curriculum and the shorter program in FSJ cannot be taught anymore.

17.06.03 M/S – STOKES/AMBOE

THAT the Education Council approves the revised Course Outlines ASTA 100 and ASTA 200.

CARRIED

17.06.04 M/S – STOKES/AMBOE

THAT the Education Council approves the revised Program Information and Completion Guide for Automotive Service Technician Apprenticeship.

CARRIED

17.06.05 M/S – AMBOE/NEEDHAM

THAT the Education Council approves the revised Course Outlines AUTO 090 and ASTF 101.

CARRIED

R. Cork left the meeting
S. Miller left the meeting

6. Revised Program SSWD

L. Verbisky presented the revised Program Guide and explained that they had adopted measures to allow students that have completed the first three semesters of NLC's Early Childhood Education and Care diploma program (15 three-credit courses), or the Education Assistant Certificate to more easily ladder into the SSWD program. The recommendations are:

- First three semesters of ECE (15 3-credit courses), or the Education Assistant Certificate be granted course credit for SSWD 110.
- HDEC 104 and HDEC 101 substitute for PSYC 211
- ECTA 121 substitute for SSWD 215
- ECEC 201 substitute for either PSYC 235 or SOCI 204

She added that during recent consultation with the Aboriginal community and World Café participants they received comments/suggestions that have strongly supported laddering opportunities for students and that an Aboriginal Human Service Worker Diploma is being developed that will ladder into the SSWD program as well.

Much discussion between the members regarding the required minimum grade of both the ECE and transferred courses.

Decision by Education Council to amend last sentence under 'Length of Program' to: *However, all courses that address key Social Services Worker competencies must be completed within six years of program admission: PSYC 220, SSWD 110, SSWD 120, SSWD 210, SSWD 215 or PSYC 220 or ECTA 121, SSWD 220, SOWK 200, and SOWK 201.*

Decision by Education Council to amend 'Required Minimum Grade' to: *SSWD students must achieve a minimum grade of C+ in SSWD 110, SSWD 120, SSWD 210, SSWD 215 or PSYC 220 or ECTA 121, SOWK 200, and SOWK 201 (including all transfer credit). A minimum program cumulative grade point average of 2.33 ("C+") must be obtained from all courses applied to the Diploma. A 'P' (Pass) must be achieved in SSWD 220. Participation in on-going student evaluation is required.*

17.06.06 M/S –ROE/STOKES

THAT the Education Council approves the revised Program Information and Guide for the Social Service Worker Diploma Program as amended.

CARRIED

7. New Program Land and Water Resources

L. Verbisky explained that two year diplomas are vital to the success of the University Arts and Sciences program, and the college in general, as they allow the College to attract a broader student body and better retain students for two years. She further explained that recent consultation between NLC and Treaty 8 communities revealed that environmentally focused programming was desired by local First Nations. She added that surveys of northeast high schools completed three years ago indicated the attractiveness of a program offered every two years in the environmental field.

W. Stokes asked about the effective dates of the program/courses. Decision to have all documents/courses effective September 2017.

S. Roe and L. Lovegreen thanked L. Verbisky and her team for the work that went into the submission and added that it is a great addition to the programs available at NLC.

17.06.07 M/S –ROE/STOKES

THAT the Education Council approves New Program Information and Completion Guide for the Land and Water Resources Diploma, the revised Course Outlines AGRI 223, BIOL 127, BIOL 125, GEOG 250, GEOG 260, LAND 245, LAND 255, LAND 280, and the new Course Outlines LAND 227, LAND 290, SOIL 117, SOIL 230 and WATR 250 as amended.

CARRIED

L. Verbisky left the meeting

Subcommittee Standing Reports

8. Education Policy Subcommittee

W. Stokes presented the DRAFT Policy (E-1.02 Academic Monitoring) and Flowchart for Education Council member review. He explained that the documents will be sent out for stakeholder review and comment and that the Policy will be brought back in September. All comments and questions to A. Holloway.

9. Curriculum Subcommittee

I. Geczy explained that the New Draft Course Outline has been completed and A. Holloway will have it to stakeholders for review and comment.

10. Admissions and Standards Subcommittee

M. Bedell has completed the TOR and the documents have been sent to Education Council members for review and or comment. All comments and questions to M. Bedell.

Information/Discussion

11. ROTO 121 Course Outline – A. Holloway presented the Course Outline. The course title had been updated to re-align it with Transport Canada.

Notes:

A. Singh mentioned the concept of ‘anonymous assignment submission of documents’ on D2L for fairness of marking and ability to submit comments without fear of reprisal.
F. Rashid asked for this to come as an Information/Discussion item at the next meeting.

Adjournment – 2:52 p.m.

Next Meeting – **Sept 27, 2017**

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