
Participants:

Faisal Rashid (Faculty At Large) *Chair
Megan Bedell (Faculty At Large) *Vice-Chair
Tracy Donnelly (Administration)
Darren Giersch (Staff)
Jourdan Gohn (Student)
Gurleen Grover (Student)
Russ Haugen (Faculty At Large)
Sandeep Kaur (Student)
Brandon Mackinnon (Faculty At Large)
Cindy Page (Faculty At Large)
Richard Resener (Faculty At Large)
Warren Stokes (Administration)
Bryn Kulmatycki (NLC President)
Mike Gilbert (Board Representative)
Audra Holloway (Recording)

Absent: Loren Lovegreen Lana Sprinkle Rob-Roy Douglas
Sean Logie Rupinder Kaur Marcus Kearney
Steve Roe Andy Amboe

Guest(s): Mark Heartt

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

Agenda Item #13 (Draft Registration Priority Policy) added.
Agenda was adopted as amended.

2. Adoption of Minutes, October 23, 2019

R. Resener was mistakenly listed as absent.

19.11.01 M/S –RESENER/BEDELL

THAT the minutes of October 23, 2019 be adopted as amended.

CARRIED

3. Action List

Education Council Process Flowchart – In progress

New Course Outline Form – In progress

S. Kaur and G. Grover joined the meeting.

Decision Item(s)

4. New People Obtaining Workplace Employment Requirements (POWER)

M. heart explained that 'POWER' was created as a program that prepares individuals for formal trades training. He added that this program will open more avenues, provide exploration and training in areas we do not currently provide. He further explained that when a student completes the program successfully, the student will be ready to make a choice to go out into an apprenticeship or into a college foundation trades program.

M. Heartt would like to add to the coversheet document under 'external' consultations, both the Fort Nelson First Nations and Prophet River First Nations. M. Heartt updated the Admission Requirements to "16yrs and older". Decision by Education council to add 'or consent of Dean' to the statement.

M. Heartt updated the Course Title of EDCP 055 to "Step Up for Success".

B. Mackinnon asked about the 'attendance' grading on both INTT 055 and EDCP 055. M. Heartt confirmed that that grading system was correct.

W. Stokes asked about the effective date for INTT 055. Effective date for course updated to Feb 2020.

19.11.02 M/S –PAGE/RESENER

THAT the Education Council approves the new Program Information and Completion Guide for People Obtaining Workplace Employment Requirements (POWER) and the new Course Outlines EDCP 055, INTT 055 and ESTR 055 as amended.

CARRIED

5. Revised Oil and Gas Field Operations

M. Heartt explained that the revisions made to the Program Guide included the inclusion of ESTR 037 as an option in the 'Admission Requirements' and the removal of eGSO as a post admission requirement.

B. Mackinnon asked about the coversheet and whether the Registrar, W. Stokes approved of the submission. W. Stokes confirmed that he approved.

B. Mackinnon asked about the certificate type listed under 'Affiliations/Partnerships'. W. Stokes explained that the student gets both a NLC certificate as well as a SAIT certificate. M. Heartt added that they used to be combined but, are now separate parchments. Decision by Education Council members to update the wording of the statement under Affiliations/Partnerships to "Certification – Upon successful completion of all courses in this program, graduates will also be awarded a South Alberta Institute of Technology (SAIT) Certificate in Oil and Gas Field Operations."

M. Bedell asked about the 'Post-Admission Requirements' being changed to "first day of classes". After discussion - decision by group to leave it as "first day of classes". As the effective date was amended to February 2020, note was made that February 2020 students would be given some leeway on the post-admission requirement date.

19.11.03 M/S –RESENER/BEDELL

THAT the Education Council approves the revised Program Information and Completion Guide for Oil and Gas Field Operations as amended.

CARRIED

6. Revised CARA 350

M. Heartt explained that the Course Outline approved October 23rd 2019 had an incorrect course description. This has been corrected.

B. Mackinnon asked about the coversheet and whether the Registrar approved of the submission. W. Stokes confirmed that he approved.

19.11.04 M/S –STOKES/PAGE

THAT the Education Council approves the revised Course Outline CARA 350 as presented.

CARRIED

7. New ASTA 290

M. Heartt presented a new Course Outline for Apprenticeship Gap training that is to transition students from current Level 2 to a harmonized Level 3 Auto Service Technician apprenticeship training.

B. Mackinnon asked about the coversheet and whether the Registrar, W. Stokes approved of the submission. W. Stokes confirmed that he approved.

B. Mackinnon asked about the coversheet and whether the VP Academic approved of the submission. M. Heartt confirmed that Loren Lovegreen was in support.

19.11.05 M/S –PAGE/HAUGEN

THAT the Education Council approves the new Course Outline ASTA 290 as presented.

CARRIED

M. Heartt left the meeting

Subcommittee Standing Reports

8. Education Policy Subcommittee

A. Holloway explained that the subcommittee had met on November 22nd and have completed the Draft version for the Academic Integrity policy. She added that once the flowchart and TOR have been created the policy will be sent out to stakeholders for consultation, review and comment.

9. Curriculum Subcommittee

A. Holloway reported that the subcommittee met to review documents for the November meeting and will meet next in January 2020.

10. Admissions and Standards Subcommittee

W. Stokes explained that M. Bedell stepped down as the chair of the committee and two co-chairs were elected, Paola Rodriguez and Shari Harrison. The group has begun to draft a revision to the NLC Admissions Policy.

Information/Discussion

11. Continuing Education

T. Donnelly presented the CE/WFTR courses:

- CE AC27 American Sign Language and the Deaf Culture
- CE AC28 Write Your Life Story
- CE BE13 Explore a Career as a Paralegal
- CE BE14 Medical Terminology: A Word Association Approach
- CE CA13 Healthy Eating Cooking Class
- CE CA14 Stuff the Bird Cooking Class
- CE CT12 SQL Series
- CE CT13 Introduction to Microsoft Excel 2013
- CE HW23 Processing Cannabis at Home
- CE HW24 Human Anatomy and Physiology
- WFTR CS10 Sales Fundamentals
- WFTR CS11 Interpersonal Skills
- WFTR TI23 Occupational First Aid – Level 1

12. Meeting Schedule

A. Holloway presented the 2020 Education Council Meeting schedule. She added that it will be posted on the website.

13. Draft Registration Priority Policy

W. Stokes presented the new draft Registration Policy and asked for feedback prior to the next meeting. He explained that he felt that it was an Administrative policy.

B. Mackinnon asked about the credit/order statement. W. Stokes explained that it is not the date of application, but the date that they qualify.

G. Grover asked about what is 'new' from current practice at NLC. W. Stokes explained that it simply went from a process (used for the last 3yrs) to a policy. No changes to current students.

B. Mackinnon asked about 'dates'. W. Stokes answered that there are strategic times that were picked (throughout the last 3 years) for these. He added that if there is a large group of a certain type of students he will add to the time for that group.

J. Gohn asked about credits transferred from other institutions. W. Stokes replied that the second paragraph eludes to this, and that it is credits earned not credits attempted.

B. Mackinnon pointed out a grammatical error on page 2 'A Course' (not courses)

C. Page added that this process (now policy) had been working well for the ECE program.

Adjournment – 235 p.m.

Next Meeting – January 22, 2020

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