

Participants:

Faisal Rashid (Faculty At Large) *Chair
Megan Bedell (Faculty At Large) *Vice-Chair
Andy Amboe (Faculty At Large)
Tracy Donnelly (Administration)
Rob-Roy Douglas (Faculty At Large)
Darren Giersch (Staff)
Jourdan Gohn (Student)
Gurleen Grover (Student)
Russ Haugen (Faculty At Large)
Sandeep Kaur (Student)
Marcus Kearney (Faculty At Large)
Loren Lovegreen (Administration)
Brandon Mackinnon (Faculty At Large)
Richard Resener (Faculty At Large)
Steve Roe (Administration)
Lana Sprinkle (Faculty At Large)
Warren Stokes (Administration)

Audra Holloway (Recording)

Absent: Bryn Kulmatycki Sean Logie Rupinder Kaur
Mike Gilbert Cindy Page

Guest(s): Leo Manning Tanya Clary Scott Clerk

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 was adopted as circulated.

2. Adoption of Minutes, April 22, 2020

20.05.02 M/S –KEARNEY/HAUGEN

Motion: *THAT the minutes of April 22, 2020 be adopted as presented.*

CARRIED

3. Action List

Education Council Process Flowchart – in process

New Course Outline Form – in process

Decision Item(s)

4. Electrician Apprenticeship

M. Kearney explained that the ELAT 390 course was a 'GAP' training course for students who would be going from the classic level 3 to the harmonized level 4. He added that there was an error in the presented Course Outline under Grading System. He explained that it should be 'completion' or PASS/FAIL only and should not be a 'Percentage'. W. Stokes asked that the Dean of Trades (Mark Heartt) be asked to confirm what the required Grading System should be for the course (understanding that it is completely ITA driven).

B. Mackinnon asked if W. Stokes and L. Lovegreen are in support of the submission (as the information was missing on the submission Cover Sheet). Both L. Lovegreen and W. Stokes answered that they are fully in support of the submission.

20.05.03 M/S –KEARNEY/HAUGEN

Motion: *THAT Education Council approves the new Course Outline ELAT 390 as amended.*

CARRIED

R. Resener joined the meeting

L. Manning joined the meeting

5. Enhanced Carpentry Foundation

F. Rashid read from the submission Coversheet:

To approve the updated program completion guide for Enhanced Carpentry Foundation Level 1. Addition of "Reading week" statement, the POWER program to Admission Prerequisites and changed the post-admission requirements.

M. Bedell asked about the change to the safety certificates listed in the Post-Admission Requirements. She also asked about whether on-line versions of the safety courses would be acceptable. L. Manning confirmed that the additional safety courses are required, and he added that he would check with Mark Heartt regarding the on-line course acceptability.

W. Stokes explained that the updates are both Admission and Post-Admission changes and asked if the Guide could instead be effective September 2021. L. Manning answered that an effective date of September 2021 would be fine.

20.05.04 M/S –KEARNEY/HAUGEN

Motion: *THAT the Education Council approves the revised Program Information and Completion Guide for Enhanced Carpentry Foundation as amended.*

CARRIED

6. Millwright Apprenticeship

R. Haugen explained that the MILA 450 course was a new harmonized version for the fourth level.

B. Mackinnon asked if W. Stokes and L. Lovegreen are in support of the submission (as the information was missing on the submission Cover Sheet). Both L.

Lovegreen and W. Stokes answered that they are fully in support of the submission.

20.05.05 M/S –KEARNEY/RESENER

Motion: THAT the Education Council approves the revised Program Information and Completion Guide for Millwright Apprenticeship Training and the new Course Outline MILA 450 as presented.

CARRIED

7. Esthetician

L. Manning explained that the submission was to review and update both the hours and curriculum to align with other BC institutions and to prepare for the creation of a new 'Advanced Certificate in Cosmetology' program which NLC is currently working toward.

B. Mackinnon asked if W. Stokes and L. Lovegreen are in support of the submission (as the information was missing on the submission Cover Sheet). Both L.

Lovegreen and W. Stokes answered that they are fully in support of the submission.

W. Stokes asked about the change in Program name and inquired if it was, in fact, a completely new program and should the old program be discontinued. Both L.

Manning and L. Lovegreen are in support of the discontinuation of the old program "Esthetician and Nail Care Technologist".

A. Holloway asked about the course rubric for the two courses. W. Stokes to consider changing the rubric for use with the new Program. L. Manning in agreement with whatever W. Stokes decides for course rubric.

20.05.06 M/S –KEARNEY/HAUGEN

Motion: THAT the Education Council approves the revised Program Information and Completion Guide for Certificate in Esthetics and Course Outlines ESTH 105 and ESTH 115 as amended and the discontinuation of the Esthetician and Nail Care Technologist program.

CARRIED

8. Advanced Certificate in Culinary Arts

L. Manning explained that the training hours for the PCOI 201 were adjusted.

W. Stokes explained that if the hours of PCOI 201 were adjusted, then the Program guide for Professional Cook 2 Institutional Entry needed to be brought to a future meeting with the same change. L. Manning agreed that the Professional Cook 2 Institutional Entry would be brought to a future meeting.

20.05.07 M/S –KEARNEY/HAUGEN

Motion: *THAT the Education Council approves the revised Program Information and Completion Guide for Advanced Certificate in Culinary Arts and the Course Outline PCOI 201 as presented.*

CARRIED

9. Aircraft Mechanic Basics

L. Manning explained that the April submission of Aircraft Mechanic Basics had incorrect 'Required Course' information, based on old draft documents.

20.05.08 M/S –KEARNEY/HAUGEN

Motion: *THAT the Education Council approves the revised Program Information and Completion Guide for Aircraft Mechanic Basics Certificate as presented.*

CARRIED

10. Aircraft Maintenance Technician

L. Manning explained that the submission was to correct the language under 'Length of Program'.

L. Manning noted that the guide was missing an Okanagan College pathway comment in the Admission Requirements.

20.05.09 M/S –KEARNEY/HAUGEN

Motion: *THAT the Education Council approves the revised Program Information and Completion Guide for Aircraft Maintenance Technician Diploma as amended.*

CARRIED

11. Mental Health and Addictions

S. Roe explained that the submission was a new program for NLC.

He further explained that the new program reflects NLC's strategic priorities and emerging trends in post-secondary education:

- a. Social relevance: Community and Health Authority treatment services for the respective fields of both mental health and addictions require skilled practitioners.
- b. Stakeholder partnerships: the development of this new program has emerged from strong partnerships with Camosun College and the Northern Health Authority.
- c. Micro-credentialing: NLC's newest Advanced Certificate is comprised of 545 hours of study that can be completed within six months; online delivery and continuous intake are designed to facilitate easy access; the area of study is tightly focused and reflects competency-based employer needs.
- d. Open resource textbooks: most of the required textbooks in the program are available at no cost.
- e. Work-Integrated-Learning: the program culminates in a two-month practicum that may comprise paid employment.

S. Roe found an error in the Course Description of IMHA 315. The duplicated words were removed, and the document was corrected.

B. Mackinnon asked if W. Stokes and L. Lovegreen are in support of the submission (as the information was missing on the submission Cover Sheet). Both L.

Lovegreen and W. Stokes answered that they are fully in support of the submission.

20.05.10 M/S –KEARNEY/HAUGEN

Motion: THAT the Education Council approves the new Program Information and Completion Guide for Advanced Certificate in Interprofessional Mental Health and Addictions and new Course Outlines IMHA 310, IMHA 311, IMHA 312, IMHA 313, IMHA 314 and IMHA 315, effective September 2020 as amended.

CARRIED

S. Clerk joined the meeting

12. Duolingo English Test (DET)

S. Clerk explained that the submission was to request the temporary acceptance of the Duolingo English Test (DET) for admission to select NLC programs among applicants, whose first language was not English. The duration of the temporary DET acceptance period would be monitored and would not exceed May 2021 without additional notice.

He added that many colleges and universities are now accepting DET scores to protect international enrollment while test centers for more established English proficiency tests have been closed because of COVID-19. Following the pattern across the province, he recommended that Duolingo scores be accepted for select NLC programs on a temporary basis only. He added that the academic performance of select Duolingo applicants would be monitored during the period, particularly during the Fall 2020 semester.

He further explained that there would be an accompanying requirement that most Duolingo applicants complete ENGL 099 with a “B” in their first semester of study, regardless of their DET score, reflecting an NLC best-practice commitment to supporting international students.

M. Bedell asked about the verification process. S. Clerk answered that the results would come directly from Duolingo, as Duolingo does not provide institutionally usable results to students. W. Stokes added that Admissions would be receiving automatic notification every time an applicant released their results to NLC and that he would be sending additional information to the Admissions team.

B. Mackinnon asked about having every single student take the ENGL 099 course regardless of the score they receive on the Duolingo exam. S. Clerk explained that the student would have to make an informed decision to use Duolingo and know that they would have to take the course or wait until the IELTS center opens again, and if they score high enough to not take the course.

G. Grover asked about the test itself. S. Clerk answered that it does not have the same format as IELTS. He added that he doesn't think that the IELTS 'study direct stream' will change at this time.

F. Rashid asked about copies of transcripts at this time. S. Clerk answered that NLC is accepting copies or 'unofficial' currently.

20.05.11 M/S –KEARNEY/HAUGEN

Motion: THAT the Education Council approve temporary acceptance of the Duolingo English Test for admission to select NLC programs among applicants whose first language is not English as presented. The period of acceptance will not exceed May 2021 without further notice.

CARRIED

T. Clary joined the meeting

S. Clerk left the meeting.

13. Policy E-1.08 Academic Integrity

L. Sprinkle explained that she received a few minor grammatical fixes after consulting NLC academic experts in English and that they have been incorporated into the documents.

B. Mackinnon asked about the comments and responses from the Curriculum Subcommittee. A. Holloway apologized for the delay and will email out subcommittee answers/responses to stakeholders.

20.05.12 M/S –KEARNEY/BEDELL

Motion: *THAT the Education Council approves the revised Policy E-1.08 Academic Integrity, effective September 1st, 2020 as presented.*

CARRIED

Subcommittee Standing Reports

14. Education Policy Subcommittee

L. Sprinkle explained that the group has started working on the Honour List policy and the Policy and Procedure documents for the New Course Outline form project.

15. Curriculum Subcommittee

A. Holloway explained that the group reviewed the documents for the current meeting and will be meeting June 4th to review the many documents for the June meeting.

16. Admissions and Standards Subcommittee

M. Bedell explained that the group met on Monday May 25th and that work continues on the new Admissions policy.

Information/Discussion

17. Continuing Education

- CE AC43 Writing Your Adult Fiction
- CE AC44 Beginner's Guide to Getting Published
- CE AC45 Instant Italian
- CE AC46 Spanish in the Classroom
- CE AC47 Speed Spanish II
- CE AC48 Speed Spanish III
- CE CS01 Managing Customer Service
- CE CT35 CompTIA Security+ Certification Prep 2
- CE CT36 Introduction to Mobile Security
- CE CT37 Introduction to PC Security
- CE CT38 Managing Web Design Projects
- CE CT39 Sass Training
- CE CT40 Oracle PL/SQL Training
- CE CT41 Oracle SQL Training

CE GA04 Start Your Own Edible Garden
CE HW36 Nutrition, Chronic Disease, and Health Promotion
CE HW37 Become a Veterinary Assistant II: Canine Reproduction
CE HW38 Become a Veterinary Assistant III: Practical Skills
CE HW39 Energy Medicine
CE PD42 Teaching Adult Learners
CE PD43 The Creative Classroom
CE PD44 Building Teams that Work
CE PD45 Distribution and Logistics Management
CE PD46 Singapore Math: Number Sense and Computational Strategies

Adjournment – 225 p.m.

Next Meeting – June 24, 2020

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