

Participants:

Faisal Rashid (Faculty At Large) *Chair
Megan Bedell (Faculty At Large) *Vice-Chair
Andy Amboe (Faculty At Large)
Carolina Arango Henao (Student)
Tracy Donnelly (Administration)
Darren Giersch (Staff)
Kajal Gill (Student)
Gurleen Grover (Student)
Russ Haugen (Faculty At Large)
Harsimar Kaur (Student)
Loren Lovegreen (Administration)
Brandon Mackinnon (Faculty At Large)
Richard Resener (Faculty At Large)
Steve Roe (Administration)
Warren Stokes (Administration)
Audra Holloway (Recording)

Absent: Lana Sprinkle Bryn Kulmatycki Rob-Roy Douglas
Sean Logie Mike Gilbert Cindy Page

Guest(s): Leo Manning

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, September 23, 2020

20.10.01 M/S –RESENER/ROE

Motion: *THAT the minutes of September 23, 2020 be adopted as circulated.*

CARRIED

3. Action List

Education Council Process Flowchart – In progress

Decision Item(s)

4. Automotive Service Technician Apprenticeship

L. Manning explained that the submission was to update certain standard language/statements regarding program contacts in the Program Guide, and to include language regarding the need for access to a NLC standard computer system.

B. Mackinnon asked if L. Lovegreen was in support of the submission (as the information was missing on the submission cover sheet). L. Lovegreen answered that she was fully in support of the submission.

W. Stokes asked that the wording regarding the computer requirement be simplified to a statement directing the reader to the NLC website.

W. Stokes asked about the 'Effective Date'. L. Manning confirmed that it was correct.

M. Bedell asked if Fort St John should remain the 'location' listed in the Program Guide. L. Manning answered that yes, Foundation training is in Dawson Creek and Apprenticeship Level training is in Fort St John.

20.10.02 M/S –AMBOE/HAUGEN

Motion: THAT *the Education Council approves the revised Program Information and Completion Guide for Automotive Service Technician Apprenticeship as amended.*

CARRIED

5. ASTA 390

L. Manning explained that the new course was to transition students from current Level 3 to Harmonized Level 4 Auto Service Technician Apprenticeship training.

W. Stokes asked about the total hours listed for the course. L. Manning answered that the total hours are correct.

L. Lovegreen asked if the online delivery part of the course was purely because of COVID or would it remain. L. Manning answered that it was delivered online due to COVID restrictions but, that it had worked so well the plan would be to continue delivering it in the same manner in the future.

20.10.03 M/S –ROE/AMBOE

Motion: THAT *the Education Council approves the new Course Outline ASTA 390 as presented.*

CARRIED

6. Business Management Preclusions and Prerequisites

S. Roe explained that the submission consisted of housekeeping items related to "Precluded Course(s)" statements in course outlines that were primarily relevant to Business Management programs:

a) ECON 101 Outline:

- Current "Precluded Course(s)" statement: "None."

- Revised "Precluded Course(s)" statement: "ECON 105."

b) ECON 102 Outline

- Current "Precluded Course(s)" statement: "None."

- Revised "Precluded Course(s)" statement: "ECON 105."

c) ECON 105 Outline

- Current "Precluded Course(s)" statement: "None."
- Revised "Precluded Courses(s)" statement: "ECON 101 and ECON 102."

d) MGMT 103 Outline

- Current "Precluded Course(s)" statement: "None."
- Revised "Precluded Course(s)" statement: "MGMT 120."

e) MGMT 109 Outline

- Current "Precluded Course(s)" statement: "None."
- Revised "Precluded Courses(s)" statement: "MGMT 120."

f) MGMT 120 Outline

- Current "Precluded Course(s)" statement: "None."
- Revised "Precluded Course(s)" statement: "MGMT 103 and MGMT 109."

He added that the preclusions were embedded in the current Business Management Program Completion Guides and therefore currently apply to credential requirements. However, the preclusions had not been formally recognized in the Course Outlines, which created a risk of student error during course selection and registration.

Discussion between members regarding the definition of Preclusion and what it means to Program Guides, Course Outlines and Colleague at NLC.

20.10.04 M/S –RESENER/ROE

Motion: THAT the Education Council approves the revised Course Outlines for ECON 101, ECON 102, ECON 105, MGMT 103, MGMT 109, and MGMT 120 effective May 2021 as presented.

CARRIED

7. Academic Schedule

W. Stokes presented a Memo and Academic Schedule to Education Council. He explained that following consultation with the Dean of Academic & Vocational programs, and in continuation of the recommendation approved at the October 2019 Education Council meeting, he was presenting the Academic Schedule for the 2024-2025 Academic Year to Education Council. He added that the Schedule maintains the goal of having four years plus the current year of approved academic schedules. He further explained that during the summer of 2020, NLC experienced a shift in enrolment behaviour, that saw a significant increase in the number of students enrolled. As a result, NLC became aware of the implications of having a summer semester overlap the following Fall semester. He added that for that reason, session dates were adjusted earlier to complete Spring end of term processing. In short, the timelines of Intersession and Summer session are tight by design.

B. Mackinnon asked about the concept of a 'Fall' reading break. S. Roe explained that Fall semesters begin after the Labour Day break and that the schedule is extremely tight to ensure that 45 contact hours can be provided to students.

20.10.05 M/S –LOVEGREEN/ROE

Motion: THAT the Education Council approves the academic schedule for 2024/2025 as presented.

CARRIED

Subcommittee Standing Reports

8. Education Policy Subcommittee – A. Holloway explained that the group was unable to meet in October. She added that the group is looking at the possibility of meeting twice per month.

9. Curriculum Subcommittee – A. Holloway reported that the group met to review the October meeting documents. She added that the group meets next on October 5th to review the November documents.

10. Admissions and Standards Subcommittee – M. Bedell reported that group continues to work through the Admissions Policy. She added that at the last meeting the group was working on the language for deferrals and the use of Duolingo as an option for International Admissions.

Information/Discussion

11. Continuing Education – T. Donnelly presented the recent CE/WFTR courses that were now ready for enrollment:

- CE AC82 Drawing for the Absolute Beginner
- CE BE28 Administrative Assistant Applications
- CE CA17 Secrets of the Caterer
- CE CT61 Introduction to XML
- CE CT62 Python Data Analysis with NumPy and Pandas
- CE CT63 React Training
- CE CT64 Creating Web Pages
- CE CT65 Introduction to Creating, Styling, and Validating Forms
- CE CT66 Introduction to InDesign CS6
- CE CT67 Adobe Value Suite
- CE CT68 How to Get Started in Game Development
- CE CT69 C++ for the Absolute Beginner
- CE CT70 Introduction to Photoshop CS5
- CE CT71 Introduction to Illustrator CS6
- CE CT72 Intermediate Photoshop CS5
- CE CT73 Introduction to Digital Scrapbooking
- CE CT74 Discover Digital Photography
- CE HW53 Certificate in Nutrition, Chronic Disease, and Health Promotion
- CE PD66 Talent and Performance Management
- CE PD67 Understanding the Human Resources Function
- CE PD68 Working Successfully with Learning Disabled Students
- CE PD69 Leadership Suite
- CE PD70 Leadership
- CE PD71 Differentiating K-12 Assessments
- CE PD72 Understanding Adolescents
- CE PD73 Twelve Steps to a Successful Job Search
- WFTR OS07 Confined Space Entry Monitor (CSEM)
- WFTR OS08 Defensive Driving
- WFTR OS09 Fall Protection

WFTR OS10 Fire Extinguisher Training
WFTR OS11 H2S Alive
WFTR OS12 Rope and Rescue Training Level 1 (Operations)
WFTR OS13 Rope Rescue Training Level 2 (Technician)
WFTR TI35 Aerial Work Platform
WFTR TI36 Backhoe Training
WFTR TI37 Bear Awareness – Virtual Reality
WFTR TI38 Bucket Truck Training
WFTR TI39 Compaction Equipment (Roller)
WFTR TI40 Forklift Training
WFTR TI41 Gas Detection and Air Monitoring
WFTR TI42 Ground Disturbance Level II
WFTR TI43 Overhead Crane Training
WFTR TI44 Rock Truck Training
WFTR TI45 S100 Fire Suppression
WFTR TI46 S185 Fire Entrapment Avoidance
WFTR TI47 Sanding Truck Training
WFTR TI48 Skid Steer Training CE AC69 EFC-Makeup Muse

T. Donnelly added that all courses are priced at 'cost recovery' and that there were no added costs for International Students. She added that there have been and will be free courses available for students and staff to take.

H. Kaur asked about courses that are slightly longer (like micro credentials) in length (3 or 4 months) such as Pharmacology. T. Donnelly answered that their department is currently looking into the validity of 'certificates' that are able to be offered at NLC.

Notes:

- F. Rashid thanked Marcus Kearney for his work on Education Council and wishes him all the best in his future endeavors.
- F. Rashid welcomed the new student representatives.

Adjournment – 2:06 p.m.

Next Meeting – November 25, 2020 (no meeting in December)

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