

NORTHERN LIGHTS COLLEGE
EDUCATION COUNCIL
Meeting October 27, 2010, in Dawson Creek Regional Board Room

Participants:	Eugene Hasiuk Greg Lainsbury Denise Menard Elvis Nwankwo Geordie Smith	Craig Herbert Patricia McClelland Donna Merry Gloria Rounds Judy Seidl (Recording)
Absent:	Janet Beavers Anna Hughes Eric Sehn Kristina VandeWalle	Michael French Dave Owens Jean Valgardson
Guest(s):	Dorothy Eiserman Lisa Verbisky	Jeff Lekstrom

1. Adoption of Agenda – 1:15 pm

ADD as discussion item number 9 - BCCAT Business Process Review document and move item number 9 February Meeting to item number 10.

Agenda was adopted as amended.

2. Adoption of Minutes, September 22, 2010

10.10.01 M/S – SMITH/ROUNDS

THAT the minutes of September 22, 2010 be adopted as circulated.

CARRIED

3. Action List Review

Will be dealt with in Agenda Item number 7.

Decision Items

**4. Environmental Practice
New Program Information and Completion Guide**

Due to continued low enrolment and retention, the discontinued two-year Land Reclamation Diploma program has been revised into a ten-month Environmental Practice Certificate program. Since considerable jobs are available in this field of study, it is hoped that the ten-month program will instill student interest in field, and will also make the program accessible to dual-credit students. Considerable changes have been made to the course outlines, which will be submitted for the November 2010 Education Council meeting. Two course names were changed and some grammatical suggestions were made.

10.10.02 M/S – SMITH/MERRY

THAT the Education Council recommends approval of the new Program Information and Completion Guide for the Environmental Practice Program as amended.

CARRIED

**5. Electrician Foundation Trades Training
Revised Program Information and Completion Guide
Revised Course Outline – ELFT 150 Electrician Practicum**

An oversight occurred in the October 2010 submission for the Electrician Foundation Trades Training program. WFTR 101 Occupational First Aid Level 1 was omitted in the Co-requisites section for ELFT 150 Electrician Practicum which also increases the hours of the program and affects the Program Information and Completion Guide. Some grammatical errors were detected.

10.10.03 M/S – ROUNDS/HASIUK

THAT the Education Council recommends approval of the revised course outline ELFT 150 Electrician Practicum and the revised Program Information and Completion Guide for the Electrician Foundation Trades Training Program as amended.

CARRIED

**6. Practical Nursing
Revised Program Information and Completion Guide
Revised Course Outlines
a) PNUR 104 Nursing in Rural and Remote Settings
b) PNUR 105 Nursing in Acute Care Settings**

The admission requirements of the Practical Nursing have been amended to be in keeping with Northern Lights College policy. The previous Program Information and Completion guide stated: Selection of qualified applicants will be made on a “first come *best* qualified” basis. This has now been changed to “first come *first* qualified” basis. A mastery level of 90% in the pharmacology theory component of the program has been mandated by the College of Licensed Practical Nurses of British Columbia. PNUR 104 Nursing in Rural and Remote Settings and PNUR 105 Nursing in Acute Care Settings have been revised to reflect this directive. Minor grammatical changes were made.

10.10.04 M/S – SMITH/HERBERT

THAT the Education Council recommends approval of the revised Program Information and Completion Guide and the revised course outlines PNUR 104 Nursing in Rural and Remote Settings and PNUR 105 Nursing in Acute Care Settings for the Practical Nursing Program as amended.

CARRIED

Information/Discussion

7. **Education Policies – final vetting**
 - a) **Evaluating Students – added line**
 - b) **Students Appeals – entire document for review**

Evaluation Policy: The line: 'In general the College encourages instructors to use at least four separate evaluative items as the basis for final grades and to make the final exam worth no more than 50% of a final course grade,' was added to provide more specific student evaluation guidance to our instructors. The addition is not strictly prescriptive but encourages instructors to consider this guideline to provide consistency to our course outlines.

Students Appeals Policy: Council members were able to look at this document in its entirety and several concerns were expressed as to the wording of some of the paragraphs. The general consensus was that there was a lack of clarity in some of the statements made in the document, brought to the Council's attention for the most part by our new student members who could provide a 'student's perspective,' and for whom the document is generally intended. C. Herbert, V.P. of Instruction, will take these concerns and the Council's suggestions back to the Admin Group.

8. **Northern Lights College**
Education Council Bylaws – 10.1 (Highlighted changes)

The updates to the Education Council Bylaws document were made to catch up with what we are already doing and coincided with the updating of the Education Council Orientation Package which is made available to new members.

9. **BCCAT**
Business Process Review

The British Columbia Council on Admissions and Transfers Business Process Review document was brought to Education Council's attention by J. Valgardson. The document outlines initiatives that the Council on Admissions and Transfers is considering to further improve BC's high-functioning post secondary education system. Various strategies are being developed including one that will enable Prior Learning Assessment credit to transfer across the system. Some discussion took place on how the implementation of these strategies would affect our institution. Until the British Columbia Council on Admissions and Transfers can provide a formal process such as the one that is currently in place for Academic course transfer, it will be some time before our institution can follow suit; however, most agreed that it was a positive move in the right direction.

10. February Meeting

Discuss holding the meeting on the 16th instead of the 23rd

Education Council Chair, G. Lainsbury, will not be available to chair the meeting on February 23rd and suggested that the meeting be held on February 16th instead.

10.10.05 M/S - SMITH/MENARD

THAT the February Education Council meeting be moved from February 23rd to February 16th, 2010.

CARRIED

Next Meeting – November 24, 2010

Adjournment – 2:42 pm

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