

NORTHERN LIGHTS COLLEGE
EDUCATION COUNCIL
Meeting October 28, 2009, in Dawson Creek Regional Board Room

Participants:	Jennifer Aikoroje Craig Herbert Raven Huyton Greg Lainsbury Denise Menard Gloria Rounds Sharon Shonert	Janet Beavers Anna Hughes Clifford Inimgba Patricia McClelland Dave Owens Eric Sehn Jean Valgardson Judy Seidl (Recording)
Absent:	Michael French	Donna Merry
Guest(s):	Pam Eales Stacy Smith	Brad Lyon

1. Adoption of Agenda – 1:15 pm

J. Valgardson requested number four be removed from the agenda as the structure of the Applied Business Technology Program is being reviewed. P. Eales joined the meeting as presenter for the COOK 100 – Cook 1 course outline.

Agenda was adopted as amended.

2. Adoption of Minutes, September 23, 2009

09.10.01 M/S – OWENS/BEAVERS

THAT the minutes of September 23, 2009 be adopted as circulated.

CARRIED

3. Action List Review

Two items completed; Foundation for the Evaluation of Students document in progress.

Decision Items

- 4. Heavy Duty/Commercial Transport Foundation Trades Training
Revised Program Information and Completion Guide
Commercial Transport Technician Apprenticeship
Revised Program Information and Completion Guide
Revised Course Outlines:**
- a) HDCT 101 Heavy Duty/Commercial Transport Foundation Trades Training
 - b) HDCT 160 Work Practicum

- c) **CTAT 100 Commercial Transport Technician Apprenticeship Level 1**
- d) **CTAT 200 Commercial Transport Technician Apprenticeship Level 2**
- e) **CTAT 300 Commercial Transport Technician Apprenticeship Level 3**
- f) **CTAT 400 Commercial Transport Technician Apprenticeship Level 4**

S. Smith advised of a correction in hours since his submission on the HDCT 101 Heavy Duty/Commercial Transport Foundation Trades Training course outline which translates into a change to the overall hours in the Heavy Duty/Commercial Transport Foundation Trades Training Program Information and Completion Guide as well as a change to the program length from 22 weeks to 21 weeks. After some discussion it was decided to change the residency requirement on both completion guides to 25%. S. Smith assured J. Beavers that all material for the two programs was being purchased through the bookstore. Part of the Calendar description was moved to the additional information section, and some grammatical changes were also made.

09.10.02 M/S – INIMGBA/HUYTON

THAT the Education Council recommends approval of the revised Program Information and Completion Guides for both the Heavy Duty/Commercial Transport Foundation Trades Training and Commercial Transport Technician Apprenticeship Programs; the deactivation of HDCT 102 - Heavy Duty/Commercial Transport Part B Entry Level Trades of the Heavy Duty/Commercial Transport Program; the revised course outlines HDCT 101 - Heavy Duty/Commercial Transport Foundation Trades Training, HDCT 160 - Work Practicum, CTAT 100 - Commercial Transport Technician Apprenticeship Level 1, CTAT 200 - Commercial Transport Technician Apprenticeship Level 2, CTAT 300 - Commercial Transport Technician Apprenticeship Level 3, and CTAT 400 - Commercial Transport Technician Apprenticeship Level 4 as amended.

CARRIED

**5. Cook 1/Camp Cook, New Course
COOK 100 Cook 1**

Course outline follows Industry Training Authority guidelines. A suggestion was made to change the wording in the "Attitudes" section.

09.10.03 M/S – MCLELLAND/HERBERT

THAT the Education Council recommends approval of the new course outline Cook 100 - Cook 1 for the Cook 1/Camp Cook Program as amended.

CARRIED

P. Eales left the meeting

**6. Early Childhood Education – Educacentre Partnership Program
New Program Information and Completion Guide**

For the past two years the Educacentre and Northern Lights College have been in partnership to offer the Early Childhood Education Certificate Program in French. All the courses are the same with the exception of French students having to take FRA 101 French Writing as opposed to ENGL 099 Foundation Writing. Both these courses are 45 hours, so the hours for both programs are the same. P. McClelland advised that the courses for both programs are also under review and will likely be revised for September 2010. D Owens questioned the minimum grade requirement of 60% to which J. Valgardson suggested that a policy statement regarding rationale for pass points in different programs be made on the Foundation for the Evaluation of Students document.

09.10.04 M/S – OWENS/INIMGBA

THAT the Education Council recommends approval of the Program Information and Completion Guide for the Early Childhood Education - Educacentre Partnership Program as presented.

CARRIED

**7. Early Childhood Education Professional Development Certificate
New Course, ECEP 101 Early Learning Framework**

The Early Learning Framework course is the first in a series of courses to be offered for the Early Childhood Education Professional Development Certificate Program. Concern was expressed as to how some of the learning outcomes would be measured, so some of the terminology was changed to make this more explicit.

09.10.05 M/S – SEHN/INIMGBA

THAT the Education Council recommends approval of the new course outline ECEP 101 - Early Learning Framework for the Early Childhood Education Professional Development Certificate Program as amended.

CARRIED

**8. Aboriginal Early Childhood Education Partnership Program
New Program Information and Completion Guide**

New Course Outlines:

- a) AECE 157 Historical Perspectives in Early Childhood Education**
- b) AECE 172 Health Safety and Nutrition**
- c) AECE 177 Working With Families**

The Aboriginal Early Childhood Education Partnership Program is being offered through BCCampus in partnership with Northern Lights College, the College of New Caledonia, Northwest Community College and Yukon College. Courses will also provide an alternate program completion option for the Northern Lights College Early Childhood Education student. All agreed the credential should include the word

“Aboriginal” to differentiate it from the regular program. Percentages were removed from the typical weighting explanation section as this would limit instructors from apportioning this differently in the future. A. Hughes questioned all the information being presented in the “Other Pertinent Information Relevant to Transfer” section on the course outlines and P. McClelland explained that the Ministry requires that all competencies be shown on the course outlines for licensing purposes.

J. Valgardson relayed an expression of respect she received from the Northern Post Secondary Council, comprised of the University of Northern British Columbia, the College of New Caledonia, Northwest Community College and Yukon College, to Northern Lights College’s Human Development and Education Care Department on their work in the Early Childhood Education area.

09.10.06 M/S – MENARD/AIKOROJE

THAT the Education Council recommends approval of the new Program Information and Completion Guide and the three new course outlines; AECE 157 - Historical Perspectives in Early Childhood Education; AECE 172 - Health Safety and Nutrition; and AECE 177 - Working with Families for the Aboriginal Early Childhood Education Partnership Program as amended.

CARRIED

9. Northern Collaborative Information Technology Diploma New Course, NCIT 200 Communications and Professionalism

The NCIT 200 Communications and Professionalism course is part of the Northern Collaborative Information Technology Certificate and Diploma programs being offered through BCCampus. G. Lainsbury requested an addition to the outline in the “Additional Comments” section.

09.10.07 M/S – OWENS/INIMGBA

THAT the Education Council recommends approval of the new course outline NCIT 200 - Communications and Professionalism for the Northern Collaborative Information Technology Diploma Program as amended.

CARRIED

Information/Discussion

10. Editing/Consistency in Program Completion Guides

Working on the 2010 College calendar has provided the Marketing Department with an opportunity to go through all course and program information on the website. B. Lyon expressed his concern regarding the consistency and standardization of the information, especially in the Program and Course description area, where he felt there should be the same type of information in each. Many outlines refer to outdated information and use abbreviations instead of the expanded wording. Also there is a lot of repetition of information which is consistent for all the Programs but

is stated differently in each one. He proposes that the Marketing and Communications Department work with the Education Council to provide guidance in achieving consistency in our documents, including the production of “model” outlines. The general consensus of the members present was that it was an excellent idea.

B. Lyon left the meeting

11. Council’s Schedule of Meetings for 2010

G. Lainsbury presented the Schedule of Meetings for the 2010 year. J. Valgardson asked the Education Council to reconsider the deadline dates on the schedule. No time line was suggested as appropriate and G. Lainsbury felt the topic should be brought forward at the November 25, 2009 meeting.

A suggestion was made that our meetings become “paperless” in keeping with the theme to reduce our carbon footprint. Council meeting packages will be sent to members as a ‘.pdf’ file starting at our November meeting. No objections noted; all in favour.

Next Meeting – November 25, 2009

Adjournment - 3:33 pm

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