

**NORTHERN LIGHTS COLLEGE
EDUCATION COUNCIL
Meeting November 26, 2008, in Dawson Creek**

Participants:	Greg Lainsbury Jamie Livingstone Obinna Uzodimma Eric Sehn Patricia McClelland Michael French Holly Larden (recording)	Brianna James Marina Hadland Janet Beavers Dave Owens Craig Herbert Cyndy Lorincz
Absent:	John Birnie Brenda Crocker	Jean Valgardson Clifford Inimgba

1. Adoption of Agenda

Agenda was adopted as amended.

- Removed: Item 6 – Geomatics Engineering Technology
- Added: Library – Copyright Policy
- Added: Library – Announcement
- Added: Calendar of Important Dates 2009-2010

2. Adoption of Minutes, October 29, 2008

08.11.01 M/S - HERBERT

THAT the minutes of October 29, 2008 be adopted as circulated.

CARRIED

3. Action List Review

Approval Process/Marketing – G Lainsbury will initiate discussion on this topic with the subcommittee. One key topic will be to identify what is the trigger for advising marketing and the recruiters of new programs being added.

Partnership Agreement Policy – Council does have a responsibility within a partnership agreement; however, tracking down faculty at a different institution to answer questions regarding an outline they authored is time consuming and challenging. Identifying fields that are mandatory and those that are optional would be beneficial and eliminate delays in acceptance of outlines due to missing insignificant information. When identifying mandatory fields, we need to take into account that outcomes and content are articulated while items such as textbook information are not. Also, detail information often appears in the course syllabus. Until a decision is made if a policy is required or an internal guide of practice is sufficient, decisions will be made on a case-by-case basis

ECED 102 – still pending. An updated outline will be submitted at a future meeting.

Decision Items

4. Career and College Preparation Program

08.11.02 M/S – OWENS

THAT the Education Council recommends approval of the new course outlines, CPST 039 Individualized Computer Studies and SCIE 039 Individualized Studies in Science, as submitted.

CARRIED

5. Northern Collaborative Information Technology Program

NCIT 112 – Removed references to *quizzes and exams* in the content section. In the comments section, the word *quiz* was changed to *course* in the last sentence under missed exams and *NLC* was added before *College* in the cheating/plagiarism section. Instructor names and credentials have been left blank intentionally since section offerings will be hosted by various instructors at various institutions.

NCIT 114 – Grammatical changes made to the description. In the content section, the first four words were removed as was the last line. In the comments section, one sentence regarding *Spreadsheets I* was removed and grammatical changes were made.

NCIT 118 – Grammatical changes made to the description. Removed references to *quizzes, exams, review, study, and topics* in the content section. In the comments section, the word *quiz* was changed to *course* in the last sentence under missed exams and *NLC* was added before *College* in the cheating/plagiarism section.

NCIT 120 – The *unit references* were removed in the content section. Formatting edits needed in the outcomes section. In the comments section, the word *quiz* was changed to *course* in the last sentence under missed exams and *NLC* was added before *College* in the cheating/plagiarism section.

NCIT 122 – The word *of* added after *completion* in the prerequisite statement. Removal of *reference to modules, exams, and reviews* in content. Grammatical changes made to the outcomes section. In the comments section, the word *quiz* was changed to *course* in the last sentence under missed exams and *NLC* was added before *College* in the cheating/plagiarism section.

08.11.03 M/S – FRENCH

THAT the Education Council recommends approval of the new outlines, NCIT 112 Foundations of Web Development, NCIT 118 Operating System II, NCIT 114 Networking, NCIT 120 Foundations of Systems Development, and NCIT 122 Foundation Project, as amended, for the Northern Collaborative Information Technology Program.

CARRIED

Cyndy Lorincz joined the meeting. (2:10 pm)

Information / Discussion Item

6. Important Dates for 2009/2010

The list of important dates for 2009/2010 was submitted to Council. These dates follow the academic rules as outlined by the Education Council and will be printed in the College Calendar.

7. Library – Copyright Policy

A draft of the new copyright policy was submitted for review and discussion at next meeting.

8. Library – Announcement

It was announced that Dawna Turcotte has won an ALPS LINK award from the Academic Librarians in Public Service, a section of the Canadian Library Association. J. Beavers nominated Dawna in the 'Laud a Librarian' contest for her work on the Library subject guides, which can be viewed at <http://nlc.bc.ca/library/subjectguides.php>. These subject guides are based on the course outlines approved by the Education Council and in consultation with appropriate faculty members.

9. Council's Schedule of Meetings for 2009

The 2009 meeting schedule was circulated. Items have been submitted for the January meeting.

Adjournment

Next Meeting January 7 or 28, 2009.

cc: Cindy Ravelli
Deans
Anna Hughes
Karen Erickson

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