

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

Participants:	Greg Lainsbury Janet Beavers Craig Herbert Jamie Livingstone Eric Sehn Obinna Uzodimma	Dave Owens John Birnie Brianna James Marina Hadland Clifford Inimgba Patricia McClelland Angie Johnsen (recording)
Absent:	Jean Valgardson Anna Hughes	Michael French
Guest(s):	Dorothy Eiserman Cindy Broberg Ramona Nehring	Lisa Verbisky Howard Mayer Patrick Michiel

1. Adoption of Agenda

Added - Honorary Associate of Arts Degree.

The agenda was adopted as amended.

2. Adoption of Minutes, November 26, 2008

09.01.01 M/S - OWENS

THAT the minutes of November 26, 2008 be adopted as circulated.

CARRIED

3. Action List Review

- Approval Process for Program Information and Completion Guides - status still pending. G. Lainsbury will speak to A. Hughes.
 - Policy Regarding Partnership Agreements – will be dealt with on a case-by-case basis.
 - ECED 102 Revised Outlines – P. McClelland will be sending it on for review.
4. Honorary Associate of Arts Degree – C. Lorincz has passed this onto G. Lainsbury. Last year Council had a lengthy discussion surrounding the applications. In response, G. Lainsbury has replaced the form with a new document clearly explaining the process and basis for decision as strictly criteria-based. The deadline for nominees will be March 2, 2009; selection will be confirmed at the March 25 Council meeting.

Decision Item(s)

Joined by D. Eiserman

5. University Arts and Sciences Program, New Program Information and Completion Guide, Certificate in Pre-Nursing Education

D. Eiserman is working to establish a Bachelor of Science in Nursing program. Negotiations are still ongoing with some universities for the collaboration. The Pre-Nursing Education certificate will offer students some of the courses that will be required for Baccalaureate Nursing programs, thus potentially reducing their course load. It is similar to the Social Sciences, Humanities and Elementary Education certificates that are already being offered.

New courses being added in Human Anatomy and Physiology and Medical Microbiology. NLC will use outlines from partnering institutions. Students will have an opportunity to take these courses at the Chetwynd and Fort Nelson campuses via distributed learning.

D. Eiserman explained that some universities require Chemistry as an admission requirement and others don't. NLC wanted to make the admission requirements broad enough for all institutions; therefore students will require Chemistry 12.

Two academic electives at the 200 level or above are recommended. The college has a good selection of 200 level courses in psychology, sociology and anthropology.

A minimum grade of C is required for transferability to other institutions.

Revisions - change location wording and revise program description.

09.01.02 M/S - MCCLELLAND

THAT the Education Council recommends approval of the new Program Information and Completion Guide, as amended, for the Pre-Nursing Education Certificate, for the University Arts and Sciences program.

CARRIED

D. Eiserman was thanked and left the meeting. L. Verbisky joined.

6. Land Administration Certificate Program, Revised Outline – LAND 201 Land Practicum, Revised Program Information and Completion Guide

LAND 201 – hours were increased by 4, which affects the total hours of Land Administration, Land Agent, and Land Reclamation completion guides.

Change the outline from existing to revised course. L. Verbisky was asked to incorporate the criteria from the student's evaluation form into the learning outcomes. Weighting – change to 100% practicum. Students will work with various agencies to complete their 80 hours of practicum. A 40-hour week may be the norm, but will vary with each agency.

ACTION: LAND 201 - DEFERRED TO NEXT MEETING - PENDING REVISIONS TO THE LEARNING OUTCOMES.

L. Verbisky left the meeting

Land Administration Completion Guide – has been revised to reflect the removal of Grade 11 Biology and Chemistry from the admission requirements. The length of the program has increased by 4 hours due to Land 201 increase in hours.

The addition of Applied Business Technology online/face-to-face courses ABTO 128/ABTC 133 Word Processing Level 1 and ABTO 168/ABTC 153 Word Processing II, increasing the hours of the program.

There is a 50% residency requirement as there are no similar programs available elsewhere. The program is offered annually; it starts in August and ends in June.

09.01.03 M/S – INIMGBA

THAT the Education Council recommends approval of the revised Land Administration Certificate Program Information and Completion Guide.

7. Land Agent Diploma Program, Revised Program Information and Completion Guide

Addition of ABTO 112 Introduction to Keyboarding, increasing the length of the program. Students may enroll in a maximum of five courses at any one time. Some courses may be completed before entering the program.

Revisions to both Land Agent and Land Reclamation program descriptions. Change ABE reference to Career and College Preparation.

8. Land Reclamation Diploma Program, Revised Program Information and Completion Guide

Four hours were added to the program length due to increase of hours for Land 201.

09.01.04 M/S – BIRNIE

THAT the Education Council recommends approval of the revised Land Agent Diploma and Land Reclamation Diploma Program Information and Completion Guides, as amended.

CARRIED

Joined by C. Broberg

University Arts and Sciences Program, Revised Outlines - BIOL 101 Introductory Biology 101, BIOL 102 Introductory Biology 102

BIOL 101 Weighting – add 10% to other. Include number of writing assignments – add lab exam 10%.

There was discussion as to whether the learning outcomes listed were sufficient for a 4 credit course.

BIOL 102 Weighting and learning outcomes – same as for BIOL 101.

ACTION: BIOL 101 AND 102 DEFERRED TO FEBRUARY MEETING - PENDING REVISIONS TO THE LEARNING OUTCOMES.

Business Management Program, Revised Outline – MGMT 225 Strategic Management, Revised Program Information and Completion Guide (Certificate), Revised Program Information and Completion Guide (Diploma)

MGMT 225 – P. Michiel has recommended changes to the outline. Changes are not significant enough to warrant re-articulation. The use of a US textbook was questioned.

09.01.05 M/S – BIRNIE

THAT the Education Council recommends approval of the revised course, MGMT 225 Strategic Management, as presented for the Business Management program.

CARRIED

Certificate Completion Guide - proposing the removal of the marketing stream and emphasizing the accounting and general streams. Removing the management courses, MGMT 207 Professional Selling, MGMT 208 Consumer Behaviour, MGMT 212 Internet Marketing Online, and MGMT 215 Marketing Research Online.

Conversation with accounting firms reinforced the need for more accounting graduates. Work has been done with University of Northern British Columbia (UNBC) to negotiate a two-year block transfer agreement into their Bachelor of Commerce program.

It was recommended that MGMT100 be removed as a required course from both the certificate and diploma. There is no longer a need for MGMT 100 as students will take ENGL 110 Introduction to Workplace Communications. The program has been articulated with other institutions and has strong transferability with ENGL 110.

Required Grade – add 50% minimum within a course.

Length of program – the total hour wording to be revised on both the certificate and diploma completion guides.

09.01.06 M/S – BIRNIE

THAT the Education Council recommends approval of the revised Certificate in Business Management Program Information and Completion Guide, as amended, for the Business Management program.

CARRIED

Diploma Completion Guide - change the length of program wording.

D. Owens left the meeting at 3:45pm

09.01.07 M/S – HADLAND

THAT the Education Council recommends approval of the revised Diploma in Business Management Program Information and Completion Guide, as amended, for the Business Management program.

CARRIED

Joined by H. Mayer and R. Nehring

Workforce Training Program, New Outlines - WFTR 142 Workplace Emergency First Aid, WFTR 511 Interpersonal Conflict

WFTR 142 - Move the 5 practicum hours to lab hours. Calendar description - to be revised. H. Mayer will provide the wording. Learning outcomes – to be revised. C. Herbert offered to help R. Nehring with the learning outcomes. Additional comments – should state 7-hour program every two years.

R. Nehring added that WorkSafeBC will be meeting in April to work on changes to all the first aid courses. They are trying to make the first aid courses standard across all provinces.

09.01.08 M/S - JAMES

THAT the Education Council recommends approval of the new outline, WFTR 142 Workplace Emergency First Aid, as amended, with additional revisions to the learning outcomes to come forward, for the Workforce Training program.

CARRIED

WFTR 511 – H. Mayer to provide calendar description revisions. Number of writing assignments –add 1 paper (current events conflict issues). Course Content - G. Lainsbury to provide wording as it is currently spoken in learning outcomes language. Total hours should be 12 not 11.

Course assessment 100% based on individual work, though there is role playing in the sessions.

09.01.09 M/S – SEHN

THAT the Education Council recommends approval of the new course, WFTR 511 Interpersonal Conflict, as amended, for the Workforce Training program.

CARRIED

9. College and Career Preparation Program, New Outline – SOST 039 Individualized Social Studies

There are a number of individualized courses on the books already. This course will add to the selection of 039 courses. Remove “ensure” from the calendar description.

09.01.10 M/S – HADLAND

THAT the Education Council recommends approval of the new course, SOST 039 Individualized Social Studies, as amended, for the College and Career Preparation program.

CARRIED

10. Library Admin Guidelines – Copyright Policy

Council had no additional comments or revisions to the policy.

09.01.11 M/S – INIMGBA

THAT the Education Council recommends approval of the revised Library Administrative Guidelines – Copyright Policy.

CARRIED

Information/Discussion

11. Education Council Motions 2008

For information only.

It was mentioned that the February 25 Council meeting is scheduled during Reading Break week and some members may be meeting with other groups. The meeting will remain scheduled for February 25.

Adjournment 4:15 pm.

Next Meeting February 25, 2009 in Dawson Creek

cc: Cindy Ravelli
Deans
Turid Giovannini
Karen Erickson

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