

Participants:

Rob-Roy Douglas (Faculty) *Chair
Rhochelle Bernardo (Student)
Wyndel Bert Corillo (Student)
Irina Evseeva (Staff)
Kathy Handley (Administration)
Tara Hyland-Russell (Administration)
Eddie Kristiansen (Faculty)
Marcie Lundin (Faculty)
Brandon Mackinnon (Faculty)
Colleen Matheson (Faculty)
Bruce McKay (Faculty)
Arjun Mehta (Student)
Patricia Anne Mico (Student)
Howard Moody (Faculty)
Mary Ross (Administration)
Marissa Thola (Faculty)
Mike Gilbert (Board Representative)
Audra Holloway (Recording)

Absent:	Todd Bondaroff	Faisal Rashid	Rod Cork	Lisa Morin
	Sylvia Fraser			
Guest(s):	Nicole Dahlen	Karen Liska	Brody Doer	

Territorial Acknowledgement:

Northern Lights College serves the communities of Northern British Columbia that are located on the territories of the Tsaa Che Ne Dene, Dene-Zaa, Saulteau, Tse'khene, Tlinget, Tahltan and Kaska Dena. We also acknowledge the Cree and the Metis for their guardianship of the land on which we live, work and play. We acknowledge our hosts and honour their gracious welcome to those seeking knowledge.

1. Adoption of Agenda

Agenda was adopted as circulated.

2. Adoption of Minutes, November 22, 2023

24.01.01 M/S –EVSEEVA/ROSS

Motion: *THAT the minutes of November 22, 2023 be adopted as circulated.*

CARRIED

3. Action List

Education Council Process Flowchart – on hold

Decision Item(s)

4. Revised Curriculum Committee TOR

R. Douglas explained that, after discussion with the VPA, the Curriculum Committee had revised the TOR. He added that the updates were to make the Curriculum Committee more effective by strengthening the committee and to allow streamlining of the processes for Education Council submission documents.

24.01.02 M/S –HANDLEY/THOLA

Motion: *THAT the Education Council approves the revised Terms of Reference for the Curriculum Committee, effective January 24, 2024 as presented.*

CARRIED

5. In Camera: Honorary Associate of Arts Degree Nomination 2024*

**confidential HAAD meeting document(s) were emailed to members.*

24.01.03 M/S –MOODY/MCKAY

Motion: *THAT the Education Council moves to endorse and recommend to the College Board of Governors that these candidates be awarded an Honorary Associate of Arts Degree for 2024.*

CARRIED

Standing Reports

6. Vice-President Academics & Research

- to be presented at the next Education Council meeting.

7. Education Council Chair

R. Douglas presented the chair report to council:

This will be a fairly short report, as not much happened over the break. I am sure things will get much more active now that the new year is here. The new policy development process is proceeding somewhat more quickly and the College now has a new template for policies, that will be used going forward. Although there have not been many policies emerging since the new process started just under a year ago, we can expect more this year as they work their way through the pipeline, as it were.

8. Education Policy Committee- A. Holloway reported that the committee met and reviewed the policies:

- Academic Monitoring – a small working group was working on input/consultation with Deans/Tara to revise the policy (a move it onto the new Policy form)
- Honour List – Mary had questions from the committee to be discussed with the Deans regarding Deans List/Honour List/graduation with distinction at NLC.
- Withdrawal – the information contained in the policy may be added to the revised Tuition policy. (a Late Withdrawal policy would need to be created)

9. Curriculum Committee – R. Douglas reported that the committee reviewed documents on January 5th that did not come to the January Education Council meeting. They were submitted to the committee for general review and opinion on suggested revisions.

10. Admissions and Standards Committee – A. Holloway explained that the committee had not met since the last Education Council meeting.

Information/Discussion

11. ECE - Éducacentre partnership

N. Dahlen explained that a decision needed to be made on transitioning away from a partnership with Éducacentre for the ECE program (EA program had already undergoing transition that would be completed by August 31, 2024). She further explained that there were two options and after reviewing the information, the senior executive recommended option #2. The second option (#2) would be to transition completely away from the partnership as had been done with the EA program. She added that in Dec 2024 the ECE Éducacentre students would be given a declaration form to state their intent to a) stay with the NLC/ Éducacentre partnership (and finish by a deadline), OR b) move over to the Éducacentre French certificate program, OR c) move to the NLC English ECE diploma program.

Discussion about the process/legality of ending a partnership at NLC. Decision by Education Council to update the information/discussion item to a decision item with a motion.

24.01.04 M/S –THOLA/MOODY

Motion: *THAT the Education Council moves to advise the NLC Board of Governors to continue with the termination of the partnership between NLC and Collège Éducacentre for both the ECE diploma program, effective December 31, 2024 and the EA program, effective August 31, 2024.*

CARRIED

12. NLC Parchment – M. Ross explained that the Registrar's Office is looking to make slight adjustments to the NLC Parchment. She further explained that they are looking into having the parchment move to a horizontal orientation, they are considering adding the Dean's (of the Program) signature to the parchment and that the AMT program required the signature of the person responsible for training added to the parchment. She added that NLC would be moving to digital signatures and would need to find a new specific parchment vendor to allow for this transition.

Notes:

- M. Gilbert noted that the day of the meeting was also 'Let's Talk Day' – an awareness campaign that encourages conversation about mental health.

- R. Douglas asked M. Gilbert if he would be agreeable to adding a standing 'Board Report' for Education Council.

Adjournment – 2:11 p.m.

Next Meeting – February 28, 2024

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