NORTHERN LIGHTS COLLEGE
EDUCATION COUNCIL
Meeting of September 22, 2026
Dawson Creek Regional Boardroom
Fort St John Room 1810
Microsoft Teams

Participants:
Brandon Mackinnon (Faculty) *Chair
Sylvia Fraser (Faculty) *Vice-Chair
Karen Bravo (Administration)
Salli Carter (Faculty)
Rod Cork (Administration)
Cary Di Pietro (Administration)
Tara Hyland-Russell (Administration)
Marcie Lundin (Faculty)
Robyn Mallia (Staff)
Colleen Matheson (Faculty)
Faisal Rashid (Faculty)
Marissa Thola (Faculty)
Karyn Mart (Recording)

Absent:	Todd Bondaroff	Coline Casey	Skyler Dayus
	Rob-Roy Douglas	Stephen M. Osoro	Paola Rodriguez
	Misty Waldorf	Jashanpreet Singh	
Guest(s):	Dennis Stavrou	Issoufou Soumaila	

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, June 24, 2026 and June 29, 2026

26.09.01 M/S – THOLA/CARTER
Motion: *THAT the minutes of June 24, 2026 and June 29, 2026 be adopted as presented.*
CARRIED

3. **Action List** – reviewed. T. Hyland-Russell reported that a PLAR committee had been established. K. Bravo added that the Timetable Draft would be sent to groups for preliminary feedback.

Decision Item(s)
Education Council joint approval with Board of Governors:

4. Community Development Worker Diploma
Coversheet Rationale for Submission:

1. The Community Development Worker Diploma provides students with the opportunity to pursue a formal two-year credential integrating community and economic development practice, grounded in the northern British Columbia and Treaty 8 context. Graduates will be prepared for a broad range of career opportunities across non-profit, Indigenous and community-based organizations, local government, and social and economic development settings, with the option to pursue further study through future articulation and professional certification pathways currently under development with the University of Northern British Columbia, Cape Breton University, the Economic Developers Association of Canada, and the Council for the Advancement of Native Development Officers.
2. The Program Completion Guide for Community Development Worker sets out the admission requirements, program structure, and course sequencing for the diploma, including required core courses, thematic elective clusters, and open electives across two years of study, and establishes the credential's residency and completion requirements consistent with NLC's academic policies.
3. COMD 101 (Community Development I) and COMD 102 (Community Development II) are new foundational courses providing students with the theoretical grounding, historical context, and applied skills required for community development practice, including an introduction to Indigenous and decolonial perspectives central to the program's regional context. COMD 211 (Indigenous Community Development) is a new required second-year course developed specifically for the program, addressing Indigenous law, governance, land-based systems, and self-determination with particular attention to Treaty 8 and local First Nations contexts; as a core program course central to the cohesive, relationship-based learning central to this content, it is restricted to students admitted to year two of the CDWD program following completion of COMD 101 and 102. SOSC 205 (Social Innovation) is a new required second-year course introducing students to systems-based approaches to community and economic development, building on foundational community development knowledge and preparing students for the program's culminating applied learning experience; it is additionally available to students with 15 credits of undergraduate study and instructor permission, supporting future accessibility to students in related programs. COMD 220 (Community Development Applied Learning) is a new required culminating course in which students integrate program learning through an approved community development experience, which may take the form of a case study, internship, practicum, or community-based or workplace-based project, depending on availability, learner goals, and community partner needs; as the program's culminating learning experience, it requires prior completion of COMD 101, COMD 102, COMD 211, and SOSC 205.

C. DiPietro explained that it would be a two-year diploma that would be based primarily at the FSJ campus.

26.09.02 M/S – THOLA/BRAVO
Motion: *THAT the Education Council approves the Program Information and Completion Guide for the Community Development Worker Diploma and recommends to the Board of Governors that this credential be established, effective September 2027, as presented.*

CARRIED

26.09.03 M/S – THOLA/BRAVO
Motion: *THAT the Education Council approves the new Course Outlines for COMD 101, COMD 102, ECON 205, COMD 211, SOSC 205, POLI 206 and COMD 220, and recommends to the Board of Governors that these courses be established, effective September 2027, as presented.*

CARRIED

Education Council exclusive authority:

5. Practical Nursing and Access to Practical Nursing

Coversheet Rationale for Submission:

The British Columbia provincial curriculum for Practical Nursing has been updated. As a result, a comprehensive review of our Practical Nursing (PN) and Access to Practical Nursing (APN) curriculum is in process to ensure that NLC's approved curriculum and course documentation accurately reflect the current provincial curriculum.

The proposed revisions are necessary to maintain alignment between NLC's programs and the updated provincial curriculum and to ensure that students are receiving current and consistent educational content and learning experiences.

As part of this review, affected course outlines have been revised to reflect updated curriculum requirements, learning outcomes, content, instructional hours, and other applicable course information. In addition, PNUR 240, PNUR 241, and PNUR 247 have been removed from the curriculum as these courses are no longer included in the revised curriculum.

Approval of these revisions will allow NLC to implement and document the updated curriculum consistently across the PN and APN programs.

D. Stavrou explained that this alignment places greater emphasis on cultural safety, trauma-informed person-centered care, Indigenous health, interprofessional collaboration, leadership quality practice and evidence-informed decision-making. He added that the overall program hours remain unchanged, although some of the instructional hours were redistributed across some of the courses.

R. Mallia asked about the deactivation date. After discussion, Education Council members agreed on January 2029 for the updated deactivation date.

26.09.04 M/S – CARTER/CORK
Motion: *THAT the Education Council approves the revised Course Outlines APNP 130, APNP 131, APNP 132, APNP 133, APNP 134, APNP 135, APNP 136, PNUR 110, PNUR 111, PNUR 112, PNUR 113, PNUR 114, PNUR 115, PNUR 116, PNUR 120, PNUR 121, PNUR 122, PNUR 123, PNUR 124, PNUR 125, PNUR 126, PNUR 230, PNUR 231, PNUR 232, PNUR 233, PNUR 235, PNUR 236, PNUR 242, PNUR 243, PNUR 245, PNUR 246, PNUR 248, effective September 2027, as presented.*

CARRIED

26.09.05 M/S – CARTER/CORK
Motion: *THAT the Education Council approves the revised Program Guides for APN and PNUR, effective September 2027, as presented.*

CARRIED

26.09.06 M/S – CARTER/CORK
Motion: *THAT the Education Council approves the deactivation of the PNUR 240, PNUR 241 and PNUR 247 courses, effective January 2029, as amended.*

CARRIED

D. Stavrou left the meeting

Standing Reports

9. Vice-President Academics & Research

T. Hyland-Russell submitted her report:

New Academic Year

The new academic year began with a series of retreats and meetings to provide strategic and operational updates, connect with each other, and start the year off in a good way. Students are back on campus and there's lots of energy and excitement as teaching activities start up.

Faculty Kick-Off

Teaching Faculty gathered in person on Dawson Creek campus and online on Sept. 2 for a beginning of term kick-off. President Bondaroff reviewed strategic priorities, guided by NLC's Strategic Plan, as well as provincial and national directions. BC's Look West Strategy will be a key document guiding funding opportunities for the coming year.

The new Coordinator of CETL, Katie Stevenson, facilitated an active learning segment focused on learning outcomes, one of our key quality assurance priorities as we respond to the QAPA audit. Response from participant surveys indicated this was a highlight of the day for faculty.

Updates included the implementation of the new Academic Integrity Policy and Procedures, effective September 1st; launch of the Artificial intelligence Working Group, with a faculty sub-group focused on teaching-related AI issues; launch of the PLAR Taskforce; new digital student ID cards; and overdose response protocol.

The next all faculty meeting will be held in Fort St. John in May 2027.

Chairs Retreat

The Deans led a retreat for all Chairs and Program Leaders on Sept. 3 to support their work. Topics of conversation included Quality Assurance processes and timelines, operational processes such as letters of permission, incomplete grades, student no-shows, data requests, and invigilation. Chairs will be meeting monthly throughout the year to support program excellence, continue to develop leadership skills, and connect their work with strategy and operations.

Staffing Updates

Workforce Training & Continuing Education

A search remains underway to fill the role of Dean, vacated when Chante Patterson-Elden retired in June. Stefanie Chymko is the Acting Dean WTCE.

Katie Stevenson is the new Coordinator for the Centre of Excellence in Teaching & Learning (CETL).

Khushnuma Dubash is the new Allied Health Chair, under the School of Health Sciences & Human Services.

Strategic Initiatives Updates

Workforce Readiness Training Grants

The Ministry is receiving applications for Workforce Readiness Training Grants (due Sept. 15) aligned with priorities and major projects outlined in BC's Look West Strategy. NLC is preparing

several proposals for submission that align with Look West as well as priorities in the Education Plan to invest in technology to support innovative, responsive teaching and learning:

- Expansion of AMT program to implement an AME-Structures program
- Electrical Lab Renewal and Expansion
- Heavy Equipment Operator Simulator Training
- Conveyor and Robotics Training Aids

Oil and Gas Outdoor Lab, FSJ

The process of taking down and dispersing of the outdated drilling rig is underway. Power has been cut to the machinery and gas lines mapped prior to the takedown. Further planning to update the lab to create an Energy Lab is underway.

Health Sciences & Human Services

Planning is underway for new, 2-bed healthcare labs on the Chetwynd and Fort Nelson campuses. Locations have been selected and we are receiving quotes for the needed renovations and equipment.

Workforce Training & Continuing Education

2026 Summer Camps

- 10 Camps
- 91 participants
- Esthetics and Hair, Carpentry, Nursing, Trades, Mobile Makers (delivered in community to Saulteau and West Moberly students)
- Average overall satisfaction rate 4.4 (on a scale of 1-5)
- 55% said they were interested in pursuing a future career in their camp topic

Facilities Maintenance Foundation Program (Project Based Labour Marketing Training Program)

4 students completed the program on August 21. Their last week was spent as a transition period out of the program where they worked with the program's Classroom Assistant to update their resumes, apply for jobs and prep for interviews. 3 of the 4 students were interviewing for jobs that week or already had work lined up by the time the program ended.

Future Skills Grant

11 courses were accepted as part of this year's grant allocation including Field Operations Specialist – Hydrocarbon Resources (September and January sessions).
As of today:
61 Applications
Total funding held or allocated - $72,421.77 out of $145,664

Policy Updates

The PLAR Working Group has been constituted to commence the work to develop a policy and procedures. Cary DiPietro is the Chair.
The Artificial Intelligence Taskforce has been constituted to develop a policy and procedures. Ryan Moran and Cary DiPietro are Co-Chairs, with Cary chairing the faculty sub-committee.

10. Board of Governors – no report

11. Education Council Chair – no report

12. Education Policy Committee

K. Bravo reported that the group is currently working on the withdrawal and academic honors policies and procedures. She added that they had received

comments from the College Policy Committee regarding the student remuneration policy and TOR. The group meets next on September 25th, 2026.

13. Curriculum Committee

K. Bravo explained that the committee met to review the documents reviewed today. The group next meets on October 2nd, 2026.

14. Admissions and Standards Committee

K. Bravo reported that the group did not meet in September. The committee meets next on October 22nd, 2026.

Information/Discussion

15. Office Administration certificates

*Due to the fact that courses previously existed in Colleague there was a correction of Course Numbers in the Program Guides (OA Bookkeeping, OA Office Admin and OA Office Assistant) and Course Outlines (OADM 118, OADM 126, OADM 127 and ODM 151) for the documents effective September 2027:

OADM 114 -> OADM 118
OADM 135 -> OADM 126
OADM 136 -> OADM 127
OADM 154 -> OADM 151

Notes: Student elections start September 23rd and end October 1st. The newly elected Student representatives will attend the October 27th meeting.

Adjournment – 2:03 p.m.

Next Meeting – October 27, 2026

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