

NORTHERN LIGHTS COLLEGE
EDUCATION COUNCIL
Meeting March 28, 2007, in Fort St. John

Participants:	Dave Owens Patricia McClelland Greg Lainsbury Roma Walker Brenda Crocker Jan Legaspi	Janet Beavers Donna Webb John Birnie Jean Valgardson Eric Sehn Angie Johnsen (recording)
Absent:	Cyndy Lorincz Craig Herbert	Lindsay Tabin Jael Rochon
Guest(s):	Donna Kane	Jeff Lekstrom

1. Adoption of Agenda

The agenda was adopted as circulated.

2. Adoption of Minutes, February 28, 2007

07.03.01 M/S – BIRNIE

THAT the minutes of February 28, 2007 be adopted as amended.

CARRIED

Joined by J. Lekstrom.

3. Welding 'C' Level Program, New Outlines, WELD 101–106 and RK1 – 3,
New Program Information and Completion Guide

The Welding program follows the curriculum set by the province. The completion guide states “residency” of 100%. This program can be transferred around the province, but in the past the College has only had one student enter the program with modules from another institution. It is difficult for our instructors to sign a log book based on another instructor’s verification. Members agreed to leave the residency requirement at 100% with the added note, “unless approved by the Dean”. Students must successfully pass the competency portion of each module before moving on and attain 70% in the theory portion of each module. Industry Training Authority bases the 5-month work experience time on both months and per hours. Revise the completion guide length of program to include, “or equivalent hours defined by Industry Training Authority”. Students must supply tools as listed on the completion guide.

07.03.02 M/S – BIRNIE

THAT the Education Council recommends approval of new course outlines, WELD 101 P1 Welding Introduction and Program Orientation, WELD 102 P2 Oxy-Fuel Gas Cutting, WELD 103 P3 Gas Welding and Braze Welding, WELD 104 P4 Shielded Metal Arc Welding (SMAW I), WELD 105 P5 Air Carbon Arc Gouging, WELD 106 P6 Gas Metal Arc Welding (GMAW I) and Flux Cored Arc Welding (FCAW I), WELD 111 RK1 Material Handling, WELD 112 RK2 Blueprint Reading I (A) and Mathematics (B), WELD 113 RK3 Welding Metallurgy I and;

the new Program Information and Completion Guide as amended, for the Welding 'C' Level program.

CARRIED

J. Lekstrom was thanked and left the meeting.

4. Academic Program MATH 101 Calculus, Prerequisite Changes

Last fall students had difficulty meeting the prerequisites for Math 101. Current prerequisite for Math 101: Principles of Mathematics 12 (or equivalent) with a grade of at least B, or MATH 050 with a grade of at least B, or MATH 110, or Principles of Mathematics 12 (or equivalent) and a required score on a math assessment test.

The Calculus Readiness Assessment as presented today was developed by H. Cui. Students could enroll in Math 050 Provincial Mathematics and Math 101 Calculus in the winter semester. Math 101 needs to be offered in the winter semester and Math 110 Pre-Calculus in the fall. A total of 15 students would likely be enrolled in Math 101 and out of those students maybe three would need more preparation before taking Math 110. It is a recommendation that students would benefit from taking Math 050 or Math 110 to be successful.

07.03.03 M/S – LAINSBURY

THAT the Education Council recommends approval of the revision to the prerequisite for Math 101, Any one of the following functions as a prerequisite for Math 101: 1) Math 110: Pre-Calculus; (2) Math 105: Calculus for Social and Biological Sciences I; (3) A "B" or higher in Principles of Mathematics 12, Math 050 Provincial Mathematics, or an equivalent course; (4) A "C+" in Principles of Mathematics 12, Math 050 Principles of Mathematics, or an equivalent course, and a passing grade in a high-school calculus course; (5) Completion of the Calculus Readiness Assessment; after meeting with a recruiter, learners may opt to take Math 110 before enrolling in Math 101, for the Academic program.

CARRIED

5. Land and Resource Management Diploma Program, Admission Requirement Changes and Revised Program and Information Completion Guide

Adjusted course title for LAND 245 and course number for the current LAND 276, both were previously approved. The key change is in the admission requirements. The question asked, do we need to administer the Canadian Adult Achievement Test (CAAT) to all Land and Resource Management students, if students meet all the other prerequisites? We need to utilize only the assessment tools necessary. Members agreed that the completion guide would be revised with the removal of all references to MGMT 100 Introduction to Workplace Communications, including the required course section. Reference to ENGL 110 would remain on the completion guide.

6. Land Administration Diploma Program, Revised Program and Information Completion Guide

The Land Administration program admission requirements had to be revised to coincide with the changes in the Land and Resource Management program. Land Administration builds upon the Applied Business Technology courses in order to achieve the Land Administration certificate.

07.03.04 M/S - WEBB

THAT the Education Council recommends approval of the revised Land and Resource Management Diploma Program Information and Completion Guide to reflect recent changes to the Land and Resource Management program, including the course title for LAND 245 Introduction to GPS and Inventory Methods, the course number for LAND 276 Introduction to GIS, and changes to the admission requirements as amended and;

these changes to be reflected in the revised Land Administration Diploma Program Information and Completion Guide as amended.

CARRIED

D. Kane joined the meeting.

7. Honorary Associate of Arts Degree Nomination – Roy Forbes

Thirty five years ago Roy Forbes was known as Bim. He has gained national and international recognition. He grew up in the Rolla area and attended South Peace Secondary School in Dawson Creek. He has given so much back to the local community and still returns to give public performances and workshops to local musicians.

This nomination will be forwarded to the Board for approval. If Roy Forbes is a successful candidate, D. Kane would like to have the degree presentation in

conjunction with a street naming on Roy Forbes' behalf. The Arts Degree will be presented at the Convocation ceremony to be held May 11th in Dawson Creek.

D. Kane was thanked and left the meeting.

07.03.05 M/S – BIRNIE

THAT the Education Council recommends approval of the Honorary Associate of Arts Degree Nomination, Roy Forbes, and forward it on to the Board.

CARRIED

8. Education Council Revised Documents, Education Council Cover Sheet and Process for Submissions to Education Council

Both documents had removal of all reference to the Educational Development Committee. The submission cover sheet, Item #3, now contains more detailed reference to the library. The word counselors was replaced with recruiters. The process for submissions document, was updated to reflect submission deadline changes, meeting time, etc., members agreed that the example given on page two should be removed as it is not a good example.

07.03.06 M/S –MCCLELLAND

THAT the Education Council recommends approval of accepting the revised Education Council Submission Cover Sheet and the revised Northern Lights College Process for Submission as amended.

CARRIED

9. Education Council Membership – Update

As a result of the election held March 15th, four faculty members were acclaimed to Council. Council is now comprised of four faculty, three students, and four administrators, note there are no support staff. The Education Council should be comprised of 20 voting members, 10 faculty, 2 students, 4 educational administrators, and 2 support staff.

D. Owens polled other CoEdCo Chairs to see what strategies they implemented in order to obtain more members to Council. Some vacancies are filled with “runner-up” candidates (if any), new members are assigned mentors, the Chair seeks potential members, and the College of the Rockies has added to their bylaws the capability of the President to appoint members to Council from program areas lacking representation, until the next election.

The College and Institute Act states that positions on Council must be elected, except for the four administrators. According to the Faculty Collective Agreement, faculty members have release time to attend meetings.

G. Lainsbury left the meeting at 2:55pm.

Currently there are no students on the College Board. Other colleges have student members from Council also on the College Board. C. Lorincz will provide more information on the College Board and Education Council to the Student Council. Student Council varies in numbers from year-to-year and this poses a problem. R. Walker, student member, indicated that she joined Council because she was interested and had previous experience with being on Boards. She has past experience in administration as well. She thinks we should look at representatives from the isolated campuses where there is no Council representation.

It was suggested that English and Business Management courses could contain an assignment to sit on Council, this would be optional. Students could see things in writing from another angle. How to attract members should likely be discussed at the Dean's level. This discussion will be placed on the next Dean's meeting agenda. Another suggestion was the implementation of a Leadership certificate for students to obtain.

Joined by Jean 3:05pm.

J. Valgardson has great concern of the inability to get a strong compliment of faculty and support staff on the Education Council. In fairness to C. Lorincz has done a good job of trying, but there are gaps in membership. The polling of counterparts in the College system found that they too are having the same problems as our Council. We could restructure the voting method by using distributed or electronic methods. The President could appoint interim members to Council to fill those areas that were not filled by an election, until the next election was held. Members need to know that their work on Council is valued and appreciated. What can they contribute personally? Council can operate with a less than full compliment of 20 members, but the President would like to strengthen a cross representation of members as per the College and Institute Act. The work schedule for the trades and vocational faculty presents a problem. Council meetings are set a full year in advance and instructors could preplan for meeting dates. We need to look at the teaching model for trades and many programs, as the instructor does not need to be in front of the student if they are required to attend a Council meeting, but the student could still be learning. This is very important as in many cases instructors have indicated that they can not get relief time. The Education Council Bylaws would need to be revised if Council agrees that the President could appoint interim members to Council until the next election.

J. Valgardson was thanked and left the meeting.

07.03.07 M/S – OWENS

THAT the Education Council recommends approval of making changes to the Education Council Bylaws in order to allow interim appointments to fill vacant positions on the Education Council, as appointed by the President, until the next Council election.

CARRIED

10. Motions 2006 Education Council and Educational Development Committee

This document is for information purposes. It contains all the motions passed in the 2006 year by Council. It is a testament to the work Council has completed.

11. CoEdCo Report

D. Owens prepared and sent members a copy of the CoEdCo report electronically. A report will be made available to Council members following each meeting of CoEdCo Chairs.

12. Updated Education Council Membership Directory

The updated directory has been made available to members for information purposes only. Please check to see if your information is correct and contact A. Johnsen if revisions are required.

Adjournment at approximately 3:30pm

Next meeting April 25, 2007 in Hudson's Hope

cc: Cindy Ravelli
Deans
Liz Magistad
Karen Erickson

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