

NORTHERN LIGHTS COLLEGE  
EDUCATION COUNCIL  
Meeting May 26, 2010, in Dawson Creek Regional Board Room

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Participants:	Jennifer Aikoroje Anna Hughes Greg Lainsbury Denise Menard Dave Owens Eric Sehn Kristina VandeWalle	Craig Herbert Raven Huyton Patricia McClelland Donna Merry Gloria Rounds Jean Valgardson Judy Seidl (Recording)
Absent:	Janet Beavers Clifford Inimgba	Michael French Sharon Shonert
Guest(s):	Lisa Verbisky	

**1. Adoption of Agenda – 1:15 pm**

Add as Information/Discussion Item: Letter submitted by J. Valgardson

Agenda was adopted as amended.

**2. Adoption of Minutes, April 28, 2010**

10.05.01 M/S – McCLELLAND/MERRY

THAT the minutes of April 28, 2010 be adopted as circulated.

CARRIED

**3. Action List Review**

One item on the action list being presented at today's meeting.

**Decision Items**

- 4. Bridging Programs**  
**Revised Program Information and Completion Guides**  
a) Land Administration  
b) Land Agent  
c) Land Reclamation

The addition of EDCP 050 Provincial Career and Personal Planning to the Land Bridging programs was deemed an essential component to the success of the typical bridge student by the staff involved in teaching the programs.

10.05.02 M/S – SEHN/MENNARD

THAT the Education Council recommends approval of the revised Program Information and Completion Guides for the Land Administration, Land Agent and Land Reclamation Bridging Programs as presented.

CARRIED

**5. Land Agent  
Revised Program Information and Completion Guide**

The Land Resource Management Steering Committee is requesting that the course, LAND 236 Survey of Farm Equipment and Animals be removed from the Land Agent program as the course never actually ran and it has become apparent that the course topics can be covered under other courses. Updates to these courses will be brought to the Education Council for approval at a later date.

10.05.03 M/S – HERBERT/OWENS

THAT the Education Council recommends approval of the revised Program Information and Completion Guide for the Land Agent Program as presented.

CARRIED

**6. Land Agent Program  
Revised Course Outlines:  
a) LAND 120 Soil Investigations  
b) LAND 272 Land Administration**

A Steering Committee meeting with industry partners motivated the addition of new learning objectives to these two course outlines. As a result, an hour per week computer lab time has been added to LAND 272 Land Administration.

10.05.04 M/S – McCLELLAND/ROUNDS

THAT the Education Council recommends approval the revised course outlines; LAND 120 Soil Investigations and LAND 272 Land Administration for the Land Agent Program as presented.

CARRIED

**7. Workforce Training**

**New Course Outlines:**

- a) WFTR 240 EMP Standard First Aid**
- b) WFTR 241 EMP Level 1 First Aid**
- c) WFTR 242 EMP Transportation Endorsement**
- d) WFTR 243 EMP Advanced First Aid Level 3**

D. Merry advised the Council that EMP stands for Emergency Medical Planning which is another first aid training agency “equivalent to” Worksafe BC, St. John’s Ambulance and the Red Cross. Three of the courses being submitted for approval are similar to the Worksafe BC courses already offered at Northern Lights College and the fourth course, EMP Standard First Aid, is equivalent to the St. John’s Standard First Aid and the Red Cross Standard First Aid. Industry will recognize all of these tickets; however, finding a qualified instructor in Tumbler Ridge for these courses by any first aid training agency is challenging and at present, there is only an authorized EMP instructor available. Up until now the Tumbler Ridge Campus has been using the course codes and numbers assigned to the other training providers; however, this is causing a discrepancy in the numbers being reported to Worksafe BC. The four outlines being submitted will ensure that the EMP courses are differentiated from other first aid courses being offered at Northern Lights College. Discussion followed regarding the numbering of the courses outlines and it was determined that since they are so similar in scope to the other outlines that the numbers should be in keeping with the numbers already provided. A. Hughes advised she would look into it. G. Lainsbury advised he had a list of grammatical improvements to learning outcomes sections.

10.05.05 M/S – SEHN/HUGHES

THAT the Education Council recommends approval of the four new course outlines; WFTR 240 EMP Standard First Aid; WFTR 241 EMP Level 1 First Aid; WFTR 242 EMP Transportation Endorsement and WFTR 243EMP Level 3 Advanced First Aid for the Workforce Training Program as amended and pending revision of the course numbers.

CARRIED

**8. Business Management Certificate**

**Revised Program Information and Completion Guide**

Changes to the Business Management Certificate Program Information and Completion Guide are straight forward and a result of the discontinuation of CPSC 101 Introduction to Computers and replacing it with CPSC 100 Introduction to Computers and Computer Applications. Some concerns about transferability were expressed and assurance was given that this had been a major consideration of the University Arts and Science Department and had already been dealt with.

10.05.06 M/S – VAN DE WALLE/MERRY

THAT the Education Council approves Computer Science 100: Introduction to Computers and Computer Applications as a replacement for CPSC 101 Introduction to Computers in the revised Program Information and Completion guide for the Business Management Certificate as presented.

CARRIED

**9. Education Assistant Diploma  
Revised Program Information and Completion Guide  
Summary Chart – Education Assistant Diploma Course Outlines**

Resubmission from last month's Education Council meeting where concern was expressed by Council members regarding the name of the program which was submitted as 'Human Service Worker' and the possible confusion it could cause for students who might relate it to the Social Services Worker Program rather than Early Childhood Education. P McClelland advised that her colleagues concurred and have agreed to change the name to Education Assistant Diploma. She also advised the Early Childhood Education and Care Diploma program has received conditional approval by the Ministry for the period of one year.

10.05.07 M/S – MERRY/HUYTON

THAT the Education Council recommends approval of the revised Program Information and Completion Guide and the revised course outlines; HDEC 100 Essential Skills for Human Services, HDEC 101 Human Development 1, HDEC 102 Health, Safety and Nutrition, HDEC 103 Guiding and Caring, HDEC 104 Human Development 2, ECEC 203 Early Learning Framework, ECTA 121 Interpersonal Communications, EDAS 140 Language Development and Disorders; EDAS 141A Education Assistant Foundations, EDAS 142A Special Needs, EDAS 144 Curriculum Foundations, EDAS 145 Social Foundations of Special Education, EDAS 146 Understanding Learning Challenges, EDAS 148 Exploring Diversity, EDAS 152 Classroom Practicum 1, EDAS 153 Block Practicum, and EDAS 154 Education Assistant Professional for the Education Assistant Diploma Program as presented.

CARRIED

**Information/Discussion**

10. Petroleum Specialty Certificates  
Letter presented by Jean Valgardson

Thirteen new Petroleum Specialty Certificates will be offered by Northern Lights College in partnership with Lakeland College of Alberta and Keyera Energy. These certificates are for individuals already employed in the petroleum industry that may already have their journeyman tickets and are advancing their skills. The certificates were developed and will be taught by Keyera Energy. Northern Lights College's role will be to verify that all requirements have been met and to issue the appropriate credential. Verification will be performed by 'Validators' certified by the Canadian Technology Human Resources Board (CTHRB). Initially, J. Lekstrom and A. Hughes will be trained as Validators. Job/certificate profiles are supported by detailed outcomes listings which are being supplied by Keyera Energy and will be submitted to the Education Council at a later date. Future plans are to develop an Applied degree in Petroleum Leadership.

Next Meeting – June 23, 2010

Adjournment - 2:30 pm

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