



Participants:

- Faisal Rashid (Faculty At Large) \*Chair
- Brandon Mackinnon (Faculty At Large) \*Vice-Chair
- Sweetzelle Ira Arago (Student)
- Heather Cobbett (Faculty At Large)
- Rob-Roy Douglas (Faculty At Large)
- Kristel Anne Echano (Student)
- Andrey Florita (Student)
- Lynette Forrest (Faculty At Large)
- Morteza Ghadirian (Faculty At Large)
- Darren Giersch (Staff)
- Kathy Handley (Administration)
- Josh Klassen (Faculty At Large)
- Loren Lovegreen (Administration)
- Ruth Angelique Marquez (Student)
- Bruce McKay (Faculty At Large)
- Lisa Morin (Staff)
- Warren Stokes (Administration)
- Marissa Thola (Faculty At Large)
- Audra Holloway (Recording)

Absent:	Todd Bondaroff	Howard Moody	Mike Gilbert	
Guest(s):	Estelle Li	Tracey Vipond	Leo Manning	Nicole Dahlen

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Territorial Acknowledgement:

Northern Lights College expresses gratitude for the First Nations people of the Cree, Dene, Dane-zaa, Kaska, Sauletau, Tse'khene, Tahltan and Tlinglit for sharing their territory with us.

**1. Election of Chair and Vice-Chair for Education Council**

W. Stokes explained that the Registrar is an appointed and voting member of the Education Council and the de facto Chief Electoral Officer. Therefore, it would be a conflict of interest to have the Registrar execute the election of the Officers of the Council. He further explained that to avoid a conflict, the Registrar generally would delegate the task of the election of Education Council officers to another College employee (non-Council member).

*I, Warren Stokes do hereby request and delegate to Audra Holloway the authority to carry out the election of the Education Council Chair and Vice-Chair on April 27, 2022, as an electoral officer.*

A. Holloway called for nominations for the position of Chair of Education Council three times. R. Douglas was nominated. R. Douglas agreed to let his name stand. F. Rashid was nominated. F. Rashid agreed to let his name stand. A vote was held using the Forms function on Microsoft Teams, it was tabulated by A. Holloway and confirmed by W. Stokes. R. Douglas received sufficient votes and was elected to the position of Chair of Education Council. R. Douglas to start his duties as the Chair of Education Council for Sept 2022.

A. Holloway called for nominations for the position of Vice-Chair of Education Council three times. F. Rashid was nominated. F. Rashid thanked the nominator but did not want to have his name stand. B. Mackinnon was nominated. B. Mackinnon agreed to let his name stand. B. Mackinnon was elected by acclamation.

Congratulations Rob-Roy and Brandon.

## 2. Adoption of Agenda

Agenda was adopted as circulated.

## 3. Adoption of Minutes, March 23, 2022.

22.04.01 M/S –DOUGLAS/THOLA

Motion: *THAT the minutes of March 23, 2022, be adopted as presented.*

CARRIED

## 4. Action List

Education Council Process Flowchart – nothing to report

## Decision Item(s)

### 5. Access to Practical Nursing (APN)

N. Dahlen explained that the submission was a new program for NLC, a bridging program for Health Care Assistant (HCA) to Practical Nursing (PN), following the Provincial APN curriculum (Level A would be the new curriculum, with Level 3, Level 4 and final preceptorship being the same as the regular PN program). She added that NLC had received funding for the program and that the program was currently undergoing the BCCNM recognition process.

B. Mackinnon asked about the prerequisites of the Level 4 courses, noting that only PNUR 240 listed PNUR 230. N. Dahlen explained the prerequisites follow the provincial curriculum, and that in theory the student would have had to have finished all the Level 3 courses to move onto Level 4.

E. Li asked about the first statement in the Admission Requirements, “, or equivalent”, in relation to the similar statement in the PN Program Guide. N. Dahlen

replied that she would review the comment with the BCCNM to determine if “or mature student status” could apply to the APN program as well.

E. Li noticed that, in the Admission Requirements, the letter grade and percentages listed for 2, 3 and 4 do not correlate. Council decision to remove the percentages and leave the letter grade only.

E. Li asked about the IELTS wording under the Applicants with English as a Second Language area of the Admission Requirements. Decision to add the word ‘Academic’ after the IELTS wording.

B. Mackinnon noticed slight variations in the Course Titles for three courses, compared to the Program Guide. The Course Titles for APN 132, APNP 136 and PNUR 230 were corrected.

#### 22.04.02 M/S –THOLA/MCKAY

Motion: *THAT the Education Council approves the new Access to Practical Nursing Program Information and Completion Guide, the new Course Outlines APNP 130, APNP 131, APNP 132, APNP 133, APNP 134, APNP 135, APNP 136 and the revised Course Outlines PNUR 230, PNUR 231, PNUR 232, PNUR 233, PNUR 235, PNUR 236, PNUR 240, PNUR 241, PNUR 242, PNUR 243, PNUR 245, PNUR 246, PNUR 247 and PNUR 248 as amended.*

CARRIED

N. Dahlen left the meeting

#### 6. Millwright 101

L. Manning explained that the submission was to correct the Detailed Course Content section which was missing 26+ lines of topics in the July 2020 approved document. He further explained that the language in the Learning Outcomes section was updated due to changes in the ITA Website accessible information.

#### 22.04.03 M/S –DOUGLAS/MCKAY

Motion: *THAT the Education Council approves the revised Course Outline for MILL 101 as presented.*

CARRIED

#### 7. Discontinuation of YETS 090

L. Manning explained:

*The following courses have been replaced by new courses. I am certain they will not be delivered in the future.*

*I would like to officially discontinue these courses, effective immediately.*

*YETS 090 Youth Explore Trades Sampler*

#### 22.04.04 M/S –THOLA/MCKAY

Motion: *THAT the Education Council approves the discontinuation of the YETS 090 course, effective immediately.*

CARRIED

T. Vipond and L. Manning left the meeting

#### 8. Adjustment to the 2022-23 Academic Schedule

W. Stokes explained that:

*In August 2021, the Province of British Columbia advised public sector employers to observe Sept. 30, 2021, as a day in recognition of obligations in most collective agreements. B.C. also made a public commitment to engage*

*Indigenous Peoples on how best to observe the National Day for Truth and Reconciliation moving forward followed by engagement with stakeholders in key business sectors. This process is currently underway.*

*As that process continues, for this upcoming year, the Province has advised public sector employers, including K-12 public schools, that the same process should be followed as last year –September 30 should again be observed as a statutory day for remembrance this year for those employees who are normally entitled to federal and provincial statutory days. This supports these employers to plan ahead and manage their workplaces and ensure service delivery is maintained where required. As with other statutory days, essential services that people depend on will continue to operate in places where they are required.*

Therefore, the academic schedule must be adjusted to identify September 30, 2022, as a Holiday and Closure. Note that this reduces the number of instructional-Fridays to 11.

22.04.05 M/S –MCKAY/DOUGLAS

Motion: *THAT the Education Council approves the amendment of the 2022-23 Academic Schedule to include September 30, 2022, as a Holiday and Closure as presented.*

CARRIED

## **9. In Camera: Honorary Associate of Arts Degree Nominations 2022**

22.04.06 M/S –DOUGLAS/MCKAY

Motion: *THAT the Education Council moves to endorse and recommend to the College Board of Governors that the three candidate(s) be awarded an Honorary Associate of Arts Degree for 2022.*

CARRIED

## **Subcommittee Standing Reports**

### **10. Education Policy Subcommittee**

W. Stokes explained that the group last met on April 14<sup>th</sup>, 2022. He added that the group continued work on the Academic Integrity policy and hoped to have a finalized draft to the next Education Council meeting. He further added that the group is also working on the Evaluating Students policy and will be reviewing feedback from the Registrar's office at their next meeting.

### **11. Curriculum Subcommittee**

R. Douglas reported that the group met on April 5<sup>th</sup> to review the documents for the Education Council submissions.

### **12. Admissions and Standards Subcommittee**

A. Holloway read a report from Co-Chair Paola Rodriguez:

The Admissions Subcommittee meeting took place on Thursday, March 24<sup>th</sup>. At this meeting, we continued working on the Admission Policy document. We went back to the beginning of the policy. We worked on answering some of the questions follow

committee members had about the document's language or the meaning of a particular sentence.

We began this process by rewording when admissions is needed at NLC. Warren clarified that it is required for programs and credentials, subject to EdCo approval. Darryn tightened up the language of the introduction of the policy by referring to the Mission statement of the College. Doing this helped define access and NLC. The College is about access in that its admissions process is not based on a scholarly approach (like UBC) but rather on an equitable process that sees all stakeholders have equal access to the institution. The committee also clarified in the document that an NLC student can only be enrolled in one program at a time, excluding the CE Department.

Warren discussed with the committee that there will be an increase in enrollment at the College for the next ten years. The communities in which the college campuses are situated will continue to stay stable or grow, with the college-age population of 18 to 55 will increase by five percent. With this increase, Warren believes that the Admissions Department will encounter new application paradigms like lesser-qualified students who do not meet a program's requirements. NLC's curriculum requirements need to guarantee that students are successful in their chosen programs, and some potential students may need to upgrade to meet program admission requirements.

### **13.Ad hoc Governance Subcommittee**

A. Holloway reported that the group had their first meeting on April 13<sup>th</sup>, 2022. She added that the members discussed the TOR and that they will have them at the next Education Council meeting with a motion to approve. She further added that the group next meets on April 29<sup>th</sup> to begin review/revision of the Education Council bylaws.

## **Information/Discussion**

### **14.Continuing Education (documents on D2L)**

L. Forrest presented the new and upcoming CE/WFTR courses:  
CE BE87 Communication Skills for Workplace  
CE PD121 CLIMB Restart Focus Groups  
WFTR PD02 Seven Ways to be a Successful College Student  
WFTR TI171 Canadian Construction Contract Essentials

Adjournment – 2:29 p.m.

Next Meeting – May 25, 2022

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