



B.C.'s Energy College™

**NORTHERN LIGHTS COLLEGE
EDUCATION COUNCIL**

Meeting of April 25, 2012
Dawson Creek Regional Board Room
Fort St John Room 130

Participants:	David Batterham Jade Bouchard Kathy Handley Patricia McClelland Steve Roe	Leah Black Turid Giovannini Brianna James Janine Napoleon David Szucsko Judy Seidl (Recording)
Absent:	Rochelle Galbraith Trina Goebel Peter Nunoda Sara Ross	Istvan Geczy Diane Hermann Laurie Rancourt
Guest(s):	Eva St. Jean	

Acknowledgement

It is a privilege to honor the many nations participating in our college community and to thank you for sharing your traditional lands with us. All my relations.

1. Adoption of Agenda

P. McClelland welcomed the Applied Business Technology (ABT) class from the Dawson Creek campus who came to observe our meeting.

T. Giovannini requested Item 5 Revised Education Calendar be removed from the agenda and added to next month's agenda.

Agenda was adopted as amended.

2. Adoption of Minutes, March 28, 2012

12.04.01 M/S – ROE/BLACK

THAT the minutes of March 28, 2012, be adopted as circulated.

CARRIED

3. Action List

No comments regarding the Action List.

Decision Item(s)

Chair, P. McClelland, turned the meeting over to B. Deinstadt (standing in for L. Rancourt) for election of Chair and Vice-Chair positions for 2012/2013.

4. Election – Chair and Vice-Chair of Education Council

B. Deinstadt called for nominations for the position of Chair three times. S. Roe nominated P. McClelland. P. McClelland agreed to let her name stand. No other nominations. P. McClelland in by acclamation.

B Deinstadt asked for nominations for the position of Vice Chair three times. S. Roe nominated D. Batterham. D. Batterham agreed to let his name stand. No other nominations. D. Batterham in by acclamation.

Both Chair and Vice Chair positions are for a one-year term. Elections will be held again in April 2013. Congratulations to both P. McClelland and D. Batterham!

Information/Discussion

~~5. Revised Education Calendar~~

E. St. Jean joined the meeting.

6. Honesty Policy

P. McClelland clarified; the 'Honesty' Education Policy is being proposed to replace both the current 'Cheating' and 'Plagiarism' Education Policies. E. St. Jean explained the main reason why this change is necessary is there were some incidents in the past with Sessional instructors and the confusion of having two separate policies on two similar topics and the interpretation of their differences. Sessional instructors, regular faculty and the Deans have all been consulted on the amalgamation of the two policies into one. Everyone was in favour of creating a single document that could be used as a guideline for instructors as well as a learning tool for students, who don't all realize the gravity of cheating and plagiarism.

Concern was expressed over some of the wording in the document and it was decided to make some changes. A reference to an 'ad hoc committee' was questioned as to whether students would know what an 'ad hoc committee' was. P. McClelland suggested a definition section in the policy where such terms could be explained. Some members also felt it should be clearly identified who would be responsible to advise students as to their options if they are suspected of cheating or plagiarizing. B. Deinstadt informed everyone that the College was looking for a student ombudsman whose job this could be but he also felt the onus was on everyone to help students in need and how important it is that students have someone they are comfortable with to ask for help. E. St. Jean suggested that Aboriginal Coordinators might also be a possible advisor to the students and the

document shouldn't be too specific. She also pointed out the Student Appeals policy is clearly outlined in the Student Handbook which is readily available to all students.

A great deal of discussion surrounded one of the points in the Procedure section of the policy which stated "The Chair will maintain a record of such notices" which referred to the notices the instructor uses to notify the Chair and Dean of any suspected incidents. Some concern was expressed as to the legality of holding such information and how it related to the Freedom of Information and Protection of Privacy Act. Other concerns surrounded the consistency of disciplinary actions taken. E. St. Jean reiterated the importance of keeping good records of small indiscretions in order to avoid big disciplinary reactions and acknowledged the difficulty in determining a fair punishment that is not crippling to the student. All agreed, a secure repository of documents, including the name of the student, the indiscretion and the disciplinary action taken, was necessary to maintain consistency. It was also suggested the documents be kept for a period of three years and then destroyed.

Chair, P. McClelland asked E. St. Jean to review the document to make the suggested wording changes, add a section of definitions and clarify how records are going to be kept and bring the policy back to the May 2012 meeting.

12.04.02 M/S – BATTERHAM/HANDLEY

THAT the Education Council approves the new Honesty Policy to replace the current Cheating and Plagiarism Policies.

Deferred to May meeting.

Action: E. St. Jean and S. Roe to make applicable changes and bring back to the May meeting.

E. St. Jean left the meeting.

7. Process for Submission to Education Council

P. McClelland advised it had been some time since the Process for Submission to Education Council document had been thoroughly reviewed. She pointed out some obvious updates such as including an end time to the meeting and including the videoconferencing option to the list for members at other locations. She emphasized the need for all submissions to be carefully looked over by the document authors before they are submitted. She asked if anyone had anything more to add and not getting any further suggestions she advised the document would be updated and brought to the May meeting for final approval.

Action: P. McClelland to bring back revised Process for Submission document to the May meeting for final approval.

8. Education Council Bylaws

Proposed changes to the Education Council Bylaws are mainly updates to outdated information. Links to the BC Government's College and Institute Act do not work and need to be replaced. P. McClelland asked if anyone had any objection to changing Section 2.5 to state the new Chair, who will still be elected in April, will assume office at the May meeting instead of taking over at the April meeting. No objections noted. D. Batterham suggested adding Student Wellness and Development to Section 7.1, Rule 2 – Voting, e), Non-instructional program areas, as another program area members can be nominated from as well as removing the Counseling program area. Everyone was in favour of the suggested changes and P. McClelland requested members to post any other concerns to the D2L site as soon as possible so they could be included before the document comes back to the May meeting for approval.

Action: D. Batterham, J. Seidl, and P. McClelland to update and bring the document back to the May meeting for approval.

9. Quality Assurance for Post Secondary Education Document

P. McClelland advised the Academic Governance Council (AGC), formerly Council of Education Councils, is meeting and the Quality Assurance document will be a topic of discussion. She encouraged everyone to consider submitting a suggestion if they had any as the deadline has been extended. She also asked if anyone had any questions, points of interest or suggestions, to let her know and she could take it to the AGC meeting if they wished.

QUESTION and answer period with ABT students took place.

Adjournment – 2:35 p.m

Next Meeting – May 23, 2012

Patricia McClelland May 03 2012

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