



B.C.'s Energy College™

**NORTHERN LIGHTS COLLEGE
EDUCATION COUNCIL**

Meeting of February 22, 2012
Dawson Creek Regional Board Room
Fort St John Room 130

Participants:	Leah Black Rochelle Galbraith Diane Hermann Howard Mayer Janine Napoleon Steve Roe	Jade Bouchard Kathy Handley Brianna James Patricia McClelland Peter Nunoda Sara Ross Judy Seidl (Recording)
Absent:	David Batterham Turid Giovannini Laurie Rancourt	Istvan Geczy Trina Goebel David Szucsko
Guest(s):	Jennifer Bowes Brad Lyon	Shauna Goertzen Lee Morden

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

Agenda was adopted as circulated.

2. Adoption of Minutes, January 25, 2012

12.02.01 M/S – MAYER/JAMES

THAT the minutes of January 25, 2012, be adopted as circulated.

CARRIED

3. Action List

H. Mayer requested A. Hughes be removed from the Admissions subcommittee list. P. McClelland also suggested K. VanDeWalle be removed from the committee list and advised she would contact J. Lekstrom and ask him if he is still interested in being involved with the Admissions Subcommittee.

Decision Items

4. Visual Arts

Revised Program Information and Completion Guide for 2012/2013

J. Bowes explained a number of things had been changed on this submission as a result of the suggestions made by the Education Council at the November 2011 meeting. A request to change the name of the program from Visual and Graphic Communication Arts to Visual Arts, which more accurately reflects what is being taught, is still being requested. The change to the Admission requirements has been changed to a 'recommendation' for the 2012-2013 year. The introduction of an English component to the program will better prepare students for the reading and writing skills required. At other institutions Photography is typically a second year course, and by replacing this course with an Introduction to Design course, students are benefited in two ways, 1) it will help towards job prospects in the community and 2) better prepare those students who wish to continue towards a Bachelors of Design degree program.

12.02.02 M/S – BOUCHARD/BLACK

THAT the Education Council approves of the revised Program Information and Completion Guide for the Visual Arts program effective for the 2012/2013 year as presented.

CARRIED

P. McClelland was concerned about the formatting of the program guide with the inclusion of 'Program Notes' in the Program Description of the guide and pointed out how the marketing department is stressing the importance of conformity in our outlines. However since this Guide will only be valid for the 2012-2013 school year we will leave this as it is. J. Bowes also advised she is working on the Introduction to Digital Imaging course and will present it to Council at a later date.

J. Bowes left the meeting.

5. Applied Certificate in Geomatics Engineering Technology

Revised Program Information and Completion Guide

The granting of an Adult Dogwood to mature students who successfully complete the Applied Certificate in Geomatics Engineering Technology would greatly benefit those who do not have a high school diploma. Many employers require their prospective employees to be high school graduates. S. Goertzen explained she is not necessarily asking for a decision to be made on her submission at this time however would like to bring the topic forward for discussion as a number of programs being offered through Northern Lights College would seem to be eligible. Upon looking into the matter she found the Ministry of Education Adult Graduation requirements state that students must earn at least 20 credits in the secondary system or complete five (5) courses in the post-secondary system. Students applying to the Applied Certificate in Geomatics Engineering Technology must have

a Language Arts 12 and a Mathematics 11 which satisfies two of the five course requirements and they also complete 625 hours of instruction which would satisfy the Ministry's requirement pertaining to trades or other program courses, adding up to 100-120 hours. R. Galbraith pointed out that the Applied Business Technology (ABT) students used to qualify but do not anymore and wondered why this is the case. D. Hermann explained that this changed when the Registrar changed and does not see this process as 'cut and dried' at all. She pointed out the Adult Basic Education framework does not look at practica courses and the Applied Geomatics program is only 345 hours without the practicum. She felt this decision should be up to the new Registrar. P. Nunoda, Vice President of Academic and Research, felt this wasn't a question for the Education Council to decide but should be brought to middle and senior management and also stressed the need for a consistent approach across the breadth of Northern Lights College's programs.

12.02.03 M/S – NUNODA/MAYER

THAT the Education Council Chair, P. McClelland, refer the matter of granting an Adult Dogwood to students who successfully complete post-secondary programs at Northern Lights College to the Vice-president of Academic and Research for further discussion and review.

CARRIED

S. Goertzen advised the Program Information and Completion Guide that was approved at the January 2012 meeting of the Education Council will stay in effect.

B. Lyon jointed the meeting.

Information/Discussion

6. Website – Courses and Programs

B. Lyon, Executive Director of Communications and Community Relations, gave a brief summary of a presentation he made to Education Council last year outlining the Marketing department's need for consistency in our Program Information and Completion Guides as this information is used extensively for all kinds of marketing tools such as the College calendar, program posters, newspaper ads, etc. With the implementation of the new website and the focus of the website changing from a database to a marketing tool, it has become even more important to ensure that there is consistency throughout all of our programming information. For example the Length of the Program information should be listed as either weeks or hours, and not be stated differently from one program to another. Another issue he would like to address is the length of our program pages which are currently being transferred verbatim from the Program Guides to the website providing far more information than most people who are just perusing the website are willing to read. He is proposing an addendum to the Program Guide submission documents which would include a template for information for the website. Some members were apprehensive about asking submitters to fill out more paperwork, but everyone agreed and expressed their support for more concise program information on the website. Some suggestions were also made for links to the program pages which

would help students better determine their job prospects and possible expected salaries. Another suggestion from B. Lyon was the need to simplify our Admission requirements from our current 'paragraph' format to an easier to read 'point' format. Besides making it easier for prospective students to determine their eligibility for a program, this change would also make it easier for Student Services to register students. P. McClelland asked for volunteers to help B. Lyon to develop this idea and bring it to the March meeting for approval. R. Galbraith, J. Bouchard and J. Seidl volunteered.

Action: To develop a process and template to be included with submissions to Education Council outlining information to be posted to the website.

7. Honorary Associate of Arts Degree Nominations

P. McClelland applauded the fact that four strong candidates have been nominated for the Honorary Associate of Arts Degree and briefly outlined Education Council's responsibility to recommend no more than two candidates to the College Board of Governors. She opened the floor for discussion and asked if anyone would like to speak for the candidates. D. Hermann spoke on behalf of Catherine Dokkie. Concern was expressed in having an open vote as many were not comfortable with this process. It was decided that an email vote, with a deadline of Friday, February 24th, 5:00 pm Dawson Creek time, indicating your first and second choice of candidates, be sent to P. McClelland who will compile the results. This would also allow those members not present at the meeting to be able to have input. All agreed.

Adjournment – 2:50 p.m

Next Meeting – March 28, 2012

These notes are not officially approved
until initialed by the Chairperson. They
could be subject to amendment.
Patricia McClelland (Feb 29 2012)