



B.C.'s Energy College™

**NORTHERN LIGHTS COLLEGE  
EDUCATION COUNCIL**  
Meeting of March 28, 2012  
Dawson Creek Regional Board Room  
Fort St John Room 130

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

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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. Nunoda requested Geomatics be placed on the agenda as item number 9.  
I. Geczy requested item 8 be moved to item 4. All agreed.

Agenda was adopted as amended.

**2. Adoption of Minutes, February 22, 2012**

12.03.01 M/S – ROE/GIOVANNINI

THAT the minutes of February 22, 2012, be adopted as presented.

CARRIED

**3. Action List**

L. Rancourt advised a decision has been made to confer two Honorary Associate of Arts degrees this year, one to Catherine Dokkie of Chetwynd and the other to Mavis Brown of Fort Nelson. The individuals still need to be contacted and asked if they are willing to accept the awards. She also indicated the Northern Lights College Board of Governors felt it wasn't their responsibility to make the final decision regarding the bestowing of an Honorary Associate Arts degree and the final decision should rest with the President of the College. L. Rancourt will present her

recommendations regarding revisions to the Honorary Associate of Arts Degree Education Policy to the Education Council at the June meeting.

*Action: L. Rancourt to provide recommendations for revising the Honorary Associate of Arts Education Policy.*

## **Decision Items**

### **4. University Arts and Science**

#### **New Course Outline:**

#### **EDUC 220 Introduction to Educational Psychology**

I. Geczy explained EDUC 220 Introduction to Educational Psychology is a required course for the Alaska Highway Consortium on Teacher Education (AHCOTE) students. Offering the course on line will fit into the AHCOTE students' schedule better than a face-to-face offering. The course is a second year course with no prerequisites and will be open to all students in the University Arts and Science program as well. P. Nunoda pointed out the mid-term exam is worth 60% and should not be greater than 40%. I. Geczy explained the mark is actually comprised of three exams worth 20% each and agreed to change the Weighting category from Midterm Exam to Quizzes/Tests and keep it at 60%.

12.03.02 M/S – ROE/BATTERHAM

That the Education Council approves of the new course outline, EDUC 220 Introduction to Educational Psychology for the University Arts and Science program as amended.

CARRIED

J. Lekstrom joined the meeting.

I. Geczy left the meeting.

### **5. Visual Arts**

#### **2 New Program Information and Completion Guides**

##### **a) Certificate in Visual Arts**

##### **b) Applied Certificate in Visual Arts**

J. Bowes explained the reason for having two program streams for the Visual Arts Program. The Applied stream is suitable for students who are primarily interested in studio practice and participation in their artistic community and the Academic stream is designed for students who want to pursue degree-level studies in Fine Arts or Design. This concept makes the program more flexible and better suited to the needs of students with different goals. The addition of Math and English admission requirements will enhance student success in the program and the introduction of prerequisites will enhance the transferrability of the Academic students to other Art Institutions. S. Roe requested a couple of revisions:

- 1) in both programs, the required grade in the numeracy section of the Canadian Adult Achievement Test (CAAT) should be 10.9, not 10.
- 2) on the Applied certificate program guide, in the required courses section, the elective should read '188A Introduction to Pottery' not '188A/B Introduction/Intermediate Pottery'. These are two different courses and cannot be taken in the same term.

P. Nunoda questioned how instructional hours are impacted. J. Bowes explained English courses have been aligned to when the English instructors are already teaching the required courses so no additional instructional hours are needed.

#### 12.03.03 M/S – HANDLEY/ROE

THAT the Education Council approves of two revised Program Information and Completion Guides for two separate credentials, an Applied Certificate and a Certificate for the Visual Arts program as amended.

CARRIED

J. Bowes left the meeting.

6. **Certificate in Wind Turbine Engineering Technology Revised Program Information and Completion Guide Revised Course Outlines:**
  - a) **WTMT 101 - Wind Turbine Basics**
  - b) **WTMT 102 - Wind Turbine Electrical Safety Protocol**
  - c) **WTMT 103 - Electrical Fundamentals**
  - d) **WTMT 104 - Meters and Test Equipment**
  - e) **WTMT 105 - Semi-Conductors**
  - f) **WTMT 106 - SCRs, Diacs and Triacs**
  - g) **WTMT 107 - Wind Turbine Construction**
  - h) **WTMT 108 - Wind Turbine Towers**
  - i) **WTMT 109 – Transformers**
  - j) **WTMT 110 - Wind Turbine Mechanical**
  - k) **WTMT 111 - Wind Turbine Specific Maintenance**
  - l) **WTMT 112 - Wind Turbine Gear Maintenance and Inspection**
  - m) **WTMT 114 - Wind Turbine Fluids and Seals**
  - n) **WTMT 115 - Wind Turbine Cooling Systems**
  - o) **WTMT 117 - Wind Turbine Rotor Blades**

J. Lekstrom explained the Industry Training Authority's (ITA) approval of granting the Wind Turbine students their Electrical Foundation certification has made it necessary to align the admission requirements, prerequisites, hours and learning outcomes for the Wind Turbine program with the Electrician Foundation Trades training program. Learning outcomes have not been changed; Wind Turbine components have merely been added in addition to ITA requirements. Hours have increased slightly overall, and have been redistributed between the courses to better represent what is being taught in the classroom. Care was also taken to ensure all of BZEE's certification requirements have also been met. Keys to success have been added to all of the outlines.

D. Batterham questioned the level of the CAAT test requirements, to which J. Lekstrom replied he is aware of the confusion surrounding CAAT test requirements and explained that all of the apprenticeship programs are affected not just Wind Turbine Maintenance. He also assured everyone, the apprenticeship programs have an excellent success rate at the current level of CAAT requirement and he doesn't feel there is a need to change them at this time. Students who are having difficulty in the math component of a program can do upgrading in between terms to get the proper math skills. P. Nunoda responded that it is a credit to the apprenticeship programs that students can do this and if it is working, the CAAT test requirements don't need to be changed. P. McClelland asked for clarification of the Minimum grade and J. Lekstrom confirmed the 70% is for within each course.

#### 12.03.04 M/S – NUNODA/JAMES

THAT the Education Council approves of the revised Program Information and Completion Guide as amended and the revised course outlines; WTMT 101 - Wind Turbine Basics; WTMT 102 - Wind Turbine Electrical Safety Protocol; WTMT 103 - Electrical Fundamentals; WTMT 104 - Meters and Test Equipment; WTMT 105 - Semi-Conductors; WTMT 106 - SCRs, Diacs and Triacs; WTMT 107 - Wind Turbine Construction; WTMT 108 - Wind Turbine Towers; WTMT 109 - Transformers; WTMT 110 - Wind Turbine Mechanical; WTMT 111 - Wind Turbine Specific Maintenance; WTMT 112 - Wind Turbine Gear Maintenance and Inspection; WTMT 114 - Wind Turbine Fluids and Seals; WTMT 115 - Wind Turbine Cooling Systems and WTMT 117 - Wind Turbine Rotor Blades for the Wind Turbine Maintenance Technician program as presented.

CARRIED

J. Lekstrom left the meeting.  
B. Haugen joined the meeting.

## **7. Clean Energy New Program Information and Completion Guide**

B. Haugen acknowledged all of the help and input he has received to bring the Clean Energy program to fruition. The electrical component of the program will be delivered by D. Mitchell of the Wind Turbine program and the rest of the courses are 'stand-alone' which will not cause any scheduling issues. At this time the Applied Certificate in Clean Energy is the only clean energy certificate program available in Canada that offers participants hands-on training in various disciplines. Concern was expressed regarding the Career Prospects section of the Program Guide which didn't clearly list any possible careers, but only pointed out the growth Canada is experiencing in each sector of clean energy. S. Roe agreed and advised there is substantial curriculum work being done on course outlines and more specific career prospects will be provided when these course outlines come to Council for approval. B. Haugen requested a couple of changes:

- 1) In the Program Description section, move the term 'solar electric installation' in line 6 to line 7 after the term 'run-of-river'.
- 2) In the Required Courses section, the title of CLEN 105 Biomass, Small Wind, and Run-of-River Energy Systems should have the term 'Small Wind' removed.

A question was raised regarding the start date of October, and B. Haugen explained the first intake of students in this program would be funded by Employment Skills Access (ESA), a program under the auspices of the Ministry of Advanced Education and Labour Market Development.

12.03.05 M/S – ROE/HANDLEY

THAT the Education Council approves of the new Program Information and Completion Guide for the Clean Energy program as amended.

CARRIED

K. Vandewalle joined the meeting.  
B. Haugen left the meeting.

**8. Job Education and Training**  
**Revised Program Information and Completion Guide**  
**Revised Course Outline:**  
**JEDT 011 Employment Training**

K. Vandewalle explained the revisions to the Job Education and Training program guide are as a result of the three different community organizations that access this program; School District 59, Community Living and the South Peace Community Resources Society (SPCRS). Depending on the organization and the level of their student's disabilities, each wants different components of the program. By having a group of 'core' courses and some optional courses, the program can be tailored to each particular user group. JEDT 011 Employment Training has been reduced in hours from 120 to 60 to accommodate employers and students who feel working 120 hours with a disability is too long.

12.03.06 M/S – BATTERHAM/BLACK

THAT the Education Council approves of the revised Program Information and Completion Guide and the revised course outline, JEDT 011 Employment Training for the Job Education and Training Program as presented.

CARRIED

K. Vandewalle left the meeting.  
B. Lyon joined the meeting.

## Information/Discussion

P. Nunoda expressed concern about the process by which major changes to programs are being brought to Education Council and the need to have everyone affected by the changes be consulted. P. McClelland agreed, and pointed out the check list on the cover letter and how important it is to make sure everyone listed is checked off.

P. McClelland acknowledged H. Mayer on his retirement and his many years of service on Education Council.

## 9. Geomatics Engineering Technology

P. Nunoda announced the Geomatics Engineering Technology program has been cancelled largely as a result of budgetary constraints. The decision to cancel any program is difficult; however there was not enough interest in the program to carry on. L. Rancourt explained the decision was made at this time so the students who were enrolled in the program would be able to explore other options which they wouldn't have been able to do if we had cancelled the program at a later date in hopes of getting more students.

## 10. Marketing Template

B. Lyon presented the Marketing Template which was included in this month's meeting package. He explained the reasons why and the process necessary to get the information from the program guides to the website:

- 1) The process will affect all program guides, new and revised, which are being submitted to Education Council for approval
- 2) The guide will be reviewed first by the Curriculum committee
- 3) Once it is ready to be presented at the Education Council meeting, the information will be copied to the Template by the Education Council Secretary and sent to the Marketing department
- 4) Marketing will reformat the information to marketing specifications and sent it back to the Education Council Secretary who will include it in the meeting package
- 5) At this time the Submitter and the Education Council will be able to review the proposed Marketing information and provide any feedback if necessary
- 6) Once the marketing document has gone through this process, the information will be considered ready to be used for marketing purposes in the College calendar, brochures and other marketing materials.

The webpage would still contain links to course outlines and the regular program guide. P. Nunoda commented that it looked like a very workable document and had no problems with its use. P. McClelland felt it was a good place to start and can be revised in the future should the need arise. All agreed.

B. Lyon left the meeting.

## **10. Election of Education Council Chair and Vice Chair– Reminder**

P. McClelland reminded everyone of the Chair and Vice Chair elections scheduled for the April meeting and asked everyone to consider taking on one of these roles. She also mentioned the Academic Governance (formerly CoEdCo) meeting to be held on April 28<sup>th</sup> at Douglas College and that committee is also looking for a Chair. L. Rancourt would not be available to preside over the Chair/Vice Chair elections next month and delegated B. Deinstadt.

Adjournment – 2:35 p.m

Next Meeting – April 25, 2012

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