



B.C.'s Energy College™

**NORTHERN LIGHTS COLLEGE
EDUCATION COUNCIL**

Meeting of October 24, 2012
Dawson Creek Regional Board Room
Fort St John Room 130

Participants:	David Batterham Katherine Finke Janine Napoleon Steve Roe David Szucsko Sarah Wilson	Jim Bowman Patricia McClelland Megan Reitsma Flo Stelmack Rene Tremblay Judy Seidl (Recording)
Absent:	Lloyd Feere Loren Lovegreen Darien Pickett-Eales	Trina Goebel Peter Nunoda Laurie Rancourt
Guest(s):	Brad Lyon	Turid Giovannini

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

B. Lyon requested to be put on the Agenda in L. Rancourt's absence.

Agenda was adopted as amended.

2. Adoption of Minutes, September 26, 2012

12.10.01 M/S – BATTERHAM/SZUCSKO

THAT the minutes of September 26, 2012, be adopted as circulated.

CARRIED

3. Action List

T. Giovannini advised L. Lovegreen was attending meetings and would report back on the Exemption/Credit issue at the November meeting.

D. Batterham recommended, in L. Rancourt's and P. Nunoda's absence, the discussion on residency requirements and absenteeism language be moved to another meeting. All agreed.

P. McClelland welcomed two new staff members, M. Reitsma and F. Stelmack and two new student members, K. Finke and S. Wilson, to the Education Council.

4. Appointment

B. Lyon explained, in L. Rancourt's absence and at her request, he would like to appoint R. Tremblay to the Administrative position left vacant by H. Mayer upon his retirement. P. McClelland welcomed R. Tremblay to the Education Council.

Decision Item(s)

5. Residential Construction Level 2 Revised Program Information and Completion Guide:

R. Tremblay explained Residential Construction Level 1 and Level 2 are offered sequentially with no possibility to enter into the Level 2 portion only. The admission requirements have been updated to reflect this. J. Bowman inquired as to the Residency Requirement of 100% and what impact this would have for students who move from other areas/institutions and due to illness or other circumstance could not finish the program there and would like to complete the program at Northern Lights. He wondered if they could pick up where they left off at another institution. R. Tremblay explained it would be very difficult to move from one institution to another because of the timing of the programs and the fact that Level 1 and Level 2 are offered sequentially and span 32 weeks. P. McClelland clarified that the 'or approval of the Dean' statement in the Residency Requirement is included for the very purpose to address the student motility issue.

12.10.02 M/S – TREMBLAY/BATTERHAM

THAT the Education Council approves of the revised admission requirements in the Program Information and Completion Guide for the Residential Construction Level 2 program as circulated.

CARRIED

6. Welding Apprenticeship Revised Program Information and Completion Guide Revised Course Outlines:

- a) WLAT 100 Welding Apprenticeship Level 1**
- b) WLAT 200 Welding Apprenticeship Level 2**
- c) WLAT 300 Welding Apprenticeship Level 3**
- d) WLAT 400 Welding Apprenticeship Level 4**

The Industry Training Authority (ITA) is revamping the Welding Apprenticeship program and Northern Lights College is leading a pilot starting in January 2013. R. Tremblay explained this is an ITA incentive to encourage students to obtain their Red Seal designation, so the format hasn't changed, just the timing of the courses. He also mentioned the ITA wants to eventually move away from the A, B, and C levels of welding and move more towards a 4 level program. However this will take some time yet, and for now everything will still stay the same as always, just the hours and weeks of the four courses in the submission are changing.

J. Bowman raised an issue of inconsistency between the course calendar descriptions and the typical evaluating percentage whereby the calendar descriptions indicate a focus more on the practical side of welding and the typical evaluating percentage is based 100% on quizzes and tests. Much discussion followed which determined the quizzes and tests were not all theory based and also included practical components which are graded pass/fail and are mastery approached, there are retests available to students who may require it and although the theory portion of the program is self directed, there is a lot of support provided to the students. J. Bowman indicated he would still like to see some statement in the course outlines should the students be aware of any factors that may influence their success in the program, they need to be identified right at the beginning and that they know to contact the Dean or Chair to seek resources for help. R. Tremblay agreed and J. Bowman volunteered his help to derive an appropriate statement to be included in the course outlines.

Action: R. Tremblay and J. Bowman to compose a statement to be included in the Additional Comments section of the four course outlines informing students of the need to identify and acknowledge any factors that may influence their success in the program and the route by which they can seek help.

12.10.03 M/S – TREMBLAY/NAPOLEON

THAT the Education Council approves of the revised Program Information and Completion Guide and the revised course outlines; WLAT 100 Welding Apprenticeship Level 1, WLAT 200 Welding Apprenticeship Level 2, WLAT 300 Welding Apprenticeship Level 3, WLAT 400 Welding Apprenticeship Level 4, for the Welding Apprenticeship Program as amended.

CARRIED

Information/Discussion

7. 2013 Meeting Schedule

P. McClelland asked if anyone had any concerns or issues with the Meeting Schedule for 2013. None were noted.

8. Education Policies

P. McClelland referred everyone to two spreadsheets itemizing all the Education Policies currently on record indicating their effective dates, revised dated and notes pertaining to each individual one. She stressed the need to rejuvenate some of them especially those that had not been changed in quite some time. At this time she would like to see a group of people who are interested in developing policy step forward and join the Policy Sub-Committee. She would like to see policies as a consistent item on the Agenda and asked for input into how this may be approached.

D. Batterham commented on seeing 'planning and timeline policies' that are not on the current Policy list and probably should be and suggested that these and some others that are clearly identified for changes such as the Student Appeals policy be dealt with first and then all rest from the oldest forward. He also wondered at how policies are determined to be either Administrative or Educational as this is unclear. B. Lyon explained the 'planning and timeline policies' were proposed some time ago to address program changes being brought forward to Education Council within a timeframe that did not work from a marketing perspective.

A great deal of discussion followed surrounding the process of student appeals and how different each appeal can be yet how there must be some commonality since they are interconnected. Examples cited were grade appeals versus eviction appeals, grade appeals fall under Education Policies however eviction appeals fall under the Student Code of Conduct.

P. McClelland called for volunteers from the group to work on the Policy Sub-Committee. D. Batterham and J. Bowman volunteered. S. Wilson, student member, also volunteered, as did P. McClelland, for a total of four. P. McClelland advised she would start the process on the Education Council D2L site and all interested parties could follow the discussion there.

Adjournment – 2:24 p.m.

Next Meeting – November 28, 2012

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