

**Participants:**

Bruce McKay (Faculty) \*Chair for Meeting  
Rod Cork (Administration)  
Irina Evseeva (Staff)  
Kathy Handley (Administration)  
Tara Hyland-Russell (Administration)  
Ramanpreet Kaur (Student)  
Eddie Kristiansen (Faculty)  
Marcie Lundin (Faculty)  
Brandon Mackinnon (Faculty)  
Howard Moody (Faculty)  
Faisal Rashid (Faculty)  
Mary Ross (Administration)  
Audra Holloway (Recording)  
Holly Larden (Recording)

Absent:	Rob-Roy Douglas Marissa Thola	Sylvia Fraser Todd Bondaroff	Lisa Morin Mike Gilbert
Guest(s):	Lindsay Tiemer Binny Tangri	Estelle Li Nicole Dahlen	Chante Patterson-Elden Paula Avender

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**Territorial Acknowledgement:**

Northern Lights College serves the communities of Northern British Columbia that are located on the territories of the Tsaa Che Ne Dene, Dene-Zaa, Saulteau, Tse'khene, Tlinget, Tahltan and Kaska Dena. We also acknowledge the Cree and the Metis for their guardianship of the land on which we live, work and play. We acknowledge our hosts and honour their gracious welcome to those seeking knowledge.

**1. Adoption of Agenda**

Agenda was adopted as circulated.

**2. College Governance and Roles of Education Council**

M. Ross shared a presentation on the intricacies of College Governance and the important role that Education Council has in it. The presentation went through both the roles of Education Council as a whole and the roles and responsibilities of the individual members. The presentation would be placed on D2L for members.

M. Ross ended the presentation with a quote:

*"Education Council can be seen as the academic conscience of the institution."*

### 3. Adoption of Minutes: June 28, 2023 and Sept 19, 2023

23.09.02 M/S – RASHID/EVSEEVA

Motion: *THAT the minutes of June 28, 2023 be adopted as circulated.*

CARRIED

23.09.03 M/S – RASHID/EVSEEVA

Motion: *THAT the email vote of September 19, 2023 be adopted as circulated.*

CARRIED

### 4. Action List

Education Council Process Flowchart – nothing new to report.

Educational Policies – T. Hyland-Russell explained that the Student Fieldtrip policy (and a risk assessment matrix) had been circulated to both the leadership team and executive members and was currently waiting for feedback. She reported that work continued on both the Student Practicum Placement policy and the Access policy. She added that she would be meeting with the Academic Integrity committee and would be updating Education Council at the next meeting.

### Decision Item(s)

#### 5. ECEC Diploma

N. Dahlen explained that revisions to the ECEC Program Completion Guide included a new delivery offering (Work Integrated Learning) and a decrease in the admission requirement for English from C+ to a C. She added that the Ministry had approved base funding for a regular annual intake of an ECEC Working Integrated Learning cohort (January) and that decreasing admission requirement (English grade) aligns with other Northern PSI's to ensure it did not restrict access to the program. She added that the coversheet did not list all the individuals that were part of the consultation process. She explained that the all the ECE/EA program chairs, faculty, the Educacentre VPA as well as Lindsay/Mary and the NLC Admissions team had all been consulted.

23.09.04 M/S –HANDLEY/LUNDIN

Motion: *THAT the Education Council approves the revised ECEC Diploma Program Information and Completion Guide as presented, effective January 2024.*

CARRIED

#### 6. HDEC 103

N. Dahlen explained that the submission was to remove HDEC 101 as a pre and/or co-requisite for HDEC 103. She further explained that this would allow students the option of taking HDEC 103 or HDEC 101 separate from each other as currently HDEC 101 must be taken before or concurrently with HDEC 103. She added that the coversheet did not list all the individuals that were part of the consultation process. She explained that the all the ECE/EA chairs, faculty, the Educacentre VPA as well as Lindsay/Mary and the NLC Admissions team had all been consulted.

N. Dahlen noted that a question had been submitted about whether the transferability of HDEC 103 would be affected by the change to the prerequisites. She answered that it would not be an issue as most other institutions have no prerequisites for this course.

23.09.05 M/S – EVSEEVA /RASHID

Motion: *THAT the Education Council approves the revised Course Outline HDEC 103 as presented, effective September 2023.*

CARRIED

## Committee Standing Reports

**7. Education Policy Committee** – A. Holloway reported that the committee currently is working on their membership and has no chair. The group had a presentation on the draft Field Trip policy by Anndra Graff and started a discussion on how policy work would be done in the future at NLC.

**8. Curriculum Committee** – A. Holloway reported that the group met and reviewed the documents for this meeting. She added that the group also reviewed another four submissions that did not come to the Education Council meeting. B. McKay added that two important points that have come out of the meetings lately were the importance of faculty/external regulatory body consultations and the timeliness of submissions.

**9. Admissions and Standards Committee** – A. Holloway explained that the group has not met since the last Education Council meeting. She added that the group recently finalized a Draft version of the Admissions policy that is currently out for input/review.

## Information/Discussion

### 10. Continuing Education

C. Patterson-Elden presented the following continuing education courses:

- CE BE82 Quickbooks Online Series
- CE CS05 Customer Service Leader
- CE CT203 Introduction to Computers
- CE TI22 Arx and Sparx Youth Welding Camp

She added that four of the continuing education course outlines were to be pulled from the meeting – they were currently reviewing them as they were created for a onetime partnership with an organization:

- ~~CE TH15 IRM Session 1: Introduction to Applied Biology Technician and Environmental Field~~
- ~~CE TH16 IRM Session 2: Introduction to Forestry~~
- ~~CE TH17 IRM Session 3: Introduction to Fisheries~~
- ~~CE TH19 IRM Session 5: Environmental Skills Application~~

### 11. Governance Committee

T. Hyland-Russell asked Education Council members their thoughts on the Governance Committee and its role for Education Council. She explained that as part of the project to ensure that NLC is being efficient, that the work being done is focused and that Education Council has the correct number of needed committees.

Decision by members to review past work by the Governance Committee and bring the discussion item back to the October Agenda for a final decision.

B. Mackinnon asked about the Education Council Faculty elections. M. Ross answered that Student Elections are currently underway and that the Faculty Elections will be held after that.

Adjournment – 2:23 p.m.

Next Meeting – October 25, 2023

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