



B.C.'s Energy College™

**NORTHERN LIGHTS COLLEGE
EDUCATION COUNCIL**

Meeting of May 25, 2011
Dawson Creek Regional Board Room
Fort St John Room 130

Participants: David Batterham Trina Goebel
Eugene Hasiuk Craig Herbert
Anna Hughes Greg Lainsbury
Patricia McClelland Denise Menard
Donna Merry Laurie Rancourt
Kristina Van De Walle Judy Seidl (Recording)

Absent: Janet Beavers Michael French
Rochelle Galbraith Istvan Geczy
Geordie Smith

Guest(s): Steve Roe

1. Adoption of Agenda

Agenda was adopted as circulated.

2. Adoption of Minutes, April 27, 2011

11.05.01 M/S – LAINSBURY/MENARD

Two revisions to the minutes were suggested by G. Lainsbury for better clarification in Items 4 and 9.

THAT the minutes of April 27, 2011, be adopted as amended.

CARRIED

3. Action List

L. Rancourt advised the issue of the Honorary Degree would have to be resolved by June in order to allow enough time to have the proper process in place for next year.

Decision Items

4. Mining Fundamentals

New Program Information and Completion Guide

New Course Outlines:

- a) WFTR 102M St. John's Ambulance Spinal Immobilization and Transportation for Mines
- b) WFTR 117M St. John's Ambulance Standard First Aid for Mines
- c) WFTR 240 Introduction to Incident Investigation
- d) WFTR 241 Mine Haul Truck Driver Theory

- e) WFTR 242 Mine Haul Truck Driver Applications**
- f) WFTR 243 Mine Induction Training**
- g) WFTR 244 Mine Rescue Training**
- h) WFTR 245 Mining Fundamentals Math Review**
- i) WFTR 246 Mine Fundamentals Safe Work Practices**
- j) WFTR 247 Mining Fundamentals Work Experience**
- k) WFTR 248 Orientation to Mining, Careers & Sustainable Mining Practices**
- l) WFTR 249 Workplace Communication and Employment Skills**

The Mining Fundamentals program has been developed specifically to train Aboriginal students under the Federal government's Aboriginal Skills and Employment Program (ASEP), in partnership with industry. Federal funding is expected to last until March 2012, with the possibility of an extension. The Mining Fundamentals program could potentially become a pre-employment training program for non-Aboriginal students as well, as approval of the program would allow prospective students to apply for student loans. The Residency Requirement of 85% was questioned as to how it was derived at, D. Merry explained that there are a number of tickets that students may obtain from other training providers. Some grammatical changes were suggested to the Program Completion Guide as well as the deletion of a 'Risk Assessment Interview' in the admission requirements which is actually required by ASEP, not Northern Lights College.

11.05.02 M/S – LAINSBURY/VAN DE WALLE

THAT the Education Council approves of the Program Information and Completion Guide for the Mining Fundamentals program as amended.

CARRIED

D. Merry explained that the two St. Johns Ambulance courses, WFTR 102M St. John's Ambulance Spinal Immobilization and Transportation for Mines and WFTR 117M St. John's Ambulance Standard First Aid for Mines are specific to the Mining industry and generic first aid courses could therefore not be used. Amendments were made to the calendar descriptions and the course content sections.

11.05.03 M/S – HUGHES/GOEBEL

THAT the Education Council approves of the new course outlines; WFTR 102M St. John's Ambulance Spinal Immobilization and Transportation for Mines; WFTR 117M St. John's Ambulance Standard First Aid for Mines and WFTR 240 Introduction to Incident Investigation for the Mining Fundamentals program as amended.

CARRIED

11.05.04 M/S – VAN DE WALLE/HUGHES

THAT the Education Council approves of the new course outlines; WFTR 241 Mine Haul Truck Driver Theory; WFTR 242 Mine Haul Truck Driver Applications and WFTR 243 Mine Induction Training for the Mining Fundamentals program as amended.

CARRIED

11.05.05 M/S – LAINSBURY/GOEBEL

THAT the Education Council approves of the new course outline; WFTR 244 Mine Rescue Training for the Mining Fundamentals program as amended.

CARRIED

WFTR 245 Mining Fundamentals Math Review – Questions were raised as to the availability of other Northern Lights College math courses that might serve the same purpose instead of creating this new course. D. Merry indicated that the employer only requires a low bench mark for a student's math ability. L. Rancourt felt in that case, the learning outcomes should be more defined.

ACTION: D. Merry and D. Batterham to better define learning outcomes for this course and bring it back to the next meeting in June.

11.05.06 M/S – MERRY/HERBERT

THAT the Education Council approves of the new course outlines; WFTR 246 Mining Fundamentals Safe Work Practices and WFTR 247 Mining Fundamentals Work Experience for the Mining Fundamentals program as amended.

CARRIED

WFTR 248 Orientation to Mining, Careers & Sustainable Mining Practices and WFTR 249 Workplace Communication and Employment Skills – Both courses raised questions as to how students would be evaluated according to the stated learning outcomes.

ACTION: D. Merry and D. Batterham to determine better evaluation methods for these two course outlines.

5. **University Arts and Sciences**
 - Revised Program Information and Completion Guide**
 - Pre-Education Certificate**
 - New Course Outlines:**
 - EDUC 100 Questions and Issues in Education**
 - EDUC 240 Social Issues in Education**
 - EDUC 252 Introduction to Reflective Practice**

In order to provide more clarity to students, a minor amendment was made to the name of this credential changing it from "Education Certificate" to "Pre-Education Certificate."

11.05.07 M/S – LAINSBURY/VAN DE WALLE

THAT the Education Council approves of the revised Program Information and Completion Guide for the Pre-Education Certificate as presented.

CARRIED

New course outlines; EDUC 100 Questions and Issues in Education; EDUC 240 Social Issues in Education, and EDUC 252 Introduction to Reflective Practice will be part of the Associate of Arts Degree-AHCOTE (Alaska Highway Consortium on Teacher Education) beginning in September 2011. Some grammatical errors were corrected and some redundant material deleted.

11.05.08 M/S – VAN DE WALLE/HUGHES

THAT the Education Council approves of the new course outlines; EDUC 100 Questions and Issues in Education; EDUC 240 Social Issues in Education, and EDUC 252; Introduction to Reflective Practice for the University Arts and Sciences program as amended.

CARRIED

**6. Cook 1/Camp Cook
Revised Program Information and Completion Guide
Revised Course Outline:
COOK 100 Cook 1/Camp Cook**

Revisions were made to the Cook 1/Camp Cook program and COOK 100 Cook 1/Camp Cook course outline to accommodate the discontinuation of Food Safe Level 2.

11.05.09 M/S – BATTERHAM/GOEBEL

THAT the Education Council approves of the revised Program Information and Completion Guide and the revised course outline; COOK 100 Cook 1/Camp Cook for the Cook 1/Camp Cook program as presented.

CARRIED

- G. Lainsbury left the meeting.
- M. French joined the meeting.

Information/Discussion

7. Education Policy

Admissions – Entrance Testing (adding limitations)

K. Van De Walle requested a sub-committee be established in order to investigate our current Admissions policy regarding the number of times a student can take an assessment test such as the Canadian Adult Achievement Test (CAAT), for entry into one of our programs. Many sponsors will not provide funding to students for upgrading, where they can become competent in a required subject and actually meet the admission requirements. Currently there is no limit to the amount of times a student can retake a test, so eventually they get a 'repeat' test and finally pass. P. McClelland requested feedback from other departments and received many different opinions on the matter. L. Rancourt suggested that in order to keep consistency within all the departments, the sub-committee should have representation from all departments. She also requested that the sub-committee look at the high-level terminology used in our Admissions requirements, and gave the example; 'what is the definition of an adult?' and asked that these definitions be clarified. A. Hughes, K. Vandewalle and D. Batterham all volunteered to be on the sub-committee. P. McClelland to send out an invitation to other departments and C. Herbert will discuss representation from the Dean's at their next meeting.

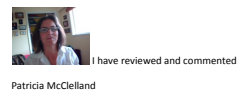
8. New Program Proposals Policy (no documentation)

L. Rancourt asked for one or two volunteers who would be interested in reviewing Northern Lights College's "New Program Proposals Policy" and the Ministry's requirements for new programs and the peer review process. A. Hughes, K. Vandewalle and T. Goebel volunteered. L. Rancourt would like to present their findings at the September 2011 Education Council meeting.

9. Academic Governance Report (former CoEdCo)

P. McClelland advised Education Council members that the official minutes of the Academic Governance meeting she attended aren't available yet, and asked if there were any questions on her notes from the meeting. A. Hughes was interested in learning more about the ongoing transfer credit appeal process. P. McClelland clarified that it was a British Columbia Council on Admissions and Transfer (BCCAT) project and that they had only had one meeting regarding this process and it was only discussed briefly. She predicted there would be a lot more information on the matter forthcoming in the future.

Next Meeting – June 22, 2011
Adjournment – 3:40 p.m.



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

Patricia McClelland