

Participants:

Rob-Roy Douglas (Faculty) *Chair
Brandon Mackinnon (Faculty) *Vice-Chair
Mark Andaya (Student)
Rod Cork (Administration)
Irina Evseeva (Staff)
Sylvia Fraser (Faculty)
Morteza Ghadirian (Faculty)
Kathy Handley (Administration)
Tara Hyland-Russell (Administration)
Eddie Kristiansen (Faculty)
Rosemarie Lee (Student)
Marcie Lundin (Faculty)
Josephine Mata (Student)
Bruce McKay (Faculty)
Howard Moody (Faculty)
Faisal Rashid (Faculty)
Warren Stokes (Administration)
Marissa Thola (Faculty)
Audra Holloway (Recording)

Absent:	Todd Bondaroff Ramanpreet Kaur	Mike Gilbert	Lisa Morin
Guest(s):	Kathleen Lewis Chante Patterson-Elden	Nicole Dahlen Paula Avender	Leo Manning Karen Liska

Territorial Acknowledgement:

Northern Lights College expresses gratitude for the First Nations people of the Cree, Dene, Dane-zaa, Kaska, Saulteau, Tse'khene, Tahltan and Tlinglit for sharing their territory with us.

1. Adoption of Agenda

Agenda was adopted as circulated.

2. Adoption of Minutes, March 22, 2023

23.04.01 M/S –GHADIRIAN/MCKAY

Motion: *THAT the minutes of March 22, 2023 be adopted as circulated.*

CARRIED

3. Action List

Education Council Process Flowchart – nothing to report

Decision Item(s)

4. Associate of Arts Degree (AHCOTE*) *name change

K. Lewis explained that students, staff, and faculty (both NLC and SFU) were confused with the similar wording of the Associate of Arts (AHCOTE) and the AHCOTE programs. She added that the name change to Associate of Arts (Education) was to resolve the confusion.

23.04.02 M/S –THOLA/HANDLEY

Motion: *THAT the Education Council approves the revised Program Information and Completion Guide for the Associate of Arts Degree (Education), effective September 2023, as presented.*

CARRIED

5. ~~Advanced Certificate in Culinary Arts Management*~~

*removed from Agenda at request of L. Manning and K. Handley.

6. Welder Foundation

L. Manning explained that the submission was simply to fix the wording for the credential (Certificate in Welder Foundation) listed on the Program Guide. He added that it had been changed in error at a previous meeting.

B. Mackinnon asked about the 'Industry Training Authority' listed under Affiliations/Partnerships. L. Manning answered that it should be Skilled Trades BC.

A. Holloway added that the document would be backdated to September 2022, when the error occurred.

23.04.03 M/S –MCKAY/THOLA

Motion: *THAT the Education Council approves the revised Program Information and Completion Guide for Welder Foundation, effective September 2022, as amended.*

CARRIED

7. Discontinuation of PLAT 200*

L. Manning explained that the course PLAT 200 should be discontinued, as it was replaced by the harmonized version of Plumber Apprenticeship Level 2 (PLAT 202) at the March 2023 meeting.

23.04.04 M/S –THOLA/LEE

Motion: *THAT the Education Council approves the discontinuation of the PLAT 200 course, effective immediately.*

CARRIED

L. Manning left the meeting.

N. Dahlen and T. Hyland-Russell joined the meeting.

8. PNUR 099

W. Stokes reported that the submission consisted of a minor change to the course prerequisites. The update would allow a student that was registered in/taking BIOL-050 or Biology 12, to be able to enroll and start PNUR-099. This would increase access for both high-school students and mature learners.

W. Stokes explained that the submission previously came to the Feb 2023 meeting and that it was postponed over questions about the updated prerequisite possibly affecting current/future transfer credit/transferability of the course.

M. Thola asked about the scenario of a student that failed Biology 12 but passed PNUR 099. W. Stokes answered that the student would pass PNUR 099 but would not be able to be admitted into Practical Nursing, as they did not meet the Admission Requirement of 'a minimum grade of C for Biology 12'.

B. Mackinnon asked about the question regarding transferability brought up at the Feb 2023 meeting. N. Dahlen answered that they contacted the three institutions that currently accept PNUR 099 for transfer credit and received mixed answers. She explained that most institutions will not review for transferability without an Education Council approved Course Outline.

N. Dahlen added that the submission also included updated wording to the prerequisite to make it clearer.

23.04.05 M/S –THOLA/LEE

Motion: *THAT the Education Council approves* the revised Course Outline PNUR 099, effective May 2023, as presented.

CARRIED

K. Lewis left the meeting

9. EA Certificate, EA Diploma and HDEC 105

N. Dahlen explained that the postponed submission (from Feb 2023 meeting) consisted of (with no additional revisions):

- 1) Changed language in English requirement along with altering the documentation required for admission in the EA Program Guides.
- 2) Changed required courses area in Diploma Program Guide to include HDEC 105 as an alternate to FNST 100.
- 3) New course HDEC 105 which is FNST 100 without an invigilated exam.

N. Dahlen further explained that after the previous meeting, both she and K. Handley investigated transferability of the new course outline HDEC 105. The course would have the same learning outcomes as FNST 100 but, be instructed in a decolonized fashion in that for evaluation purposes there would not be exams and would instead have assignments/reports. W. Stokes asked if there needed to be a HDEC numbered course (through an EA regulatory body) and talked about the concept of 'cross-listed' courses. K. Liska answered that EA currently does not have a regulatory body. N. Dahlen explained the history of the creation of the decolonized version of FNST 100.

T. Hyland-Russell commented that the project is both important work and consultation and that it follows one of the pillars of the College's Strategic Plan around Truth and Reconciliation. She added that there were two solutions – the 1st would be to cross-list the courses and the 2nd would be to alter the FNST 100 course

outline and remove the obligation of an invigilated final exam. She explained that the invigilated final exam does not fit with a decolonized course of First Nations studies.

R. Douglas suggested that the HDEC 105 course be deferred to the May 24, 2023 meeting and that the submission includes the FNST 100 Course Outline as well. He proposed that the HDEC 105 and FNST 100 instructors meet, discuss, and decide on one of the possible options. N. Dahlen asked if T. Hyland-Russell could be included in the discussion(s) as well. B. Mackinnon suggested that the replies from the other institutions regarding the transferability of the decolonized course outline be brought to discussion(s).

P. Avender explained that the Education Assistant Certificate and Diploma Program Guide documents both had the Admission Requirements updated. She added that HDEC 105 as an option was also currently listed in the Diploma document and would need to be removed.

W. Stokes asked about the effective date of September 2023. He explained that the English requirement was increased from C to C+ and that the programs were more than halfway through the admission cycle. Decision to update the Effective date to September 2024.

W. Stokes asked about the 'comprehensive letter' found in #3 of the Admission Requirements of the EA Certificate guide. Decision to completely remove requirement #3 from the Admission Requirements.

W. Stokes asked about the 'reference letters' mentioned in #4 of the Admission Requirements of the EA Certificate and #3 of the EA Diploma guides. Decision to remove the requirement of 'reference letters' from the Admission Requirements of both guides.

B. Mackinnon and M. Thola commented on the IELTS score of 6.0 in the Admission Requirements. N. Dahlen answered that to keep it in-line with other programs, the IELTS score would stay at 6.0.

W. Stokes asked about the length of program for the Certificate (and Diploma) programs. K. Liska answered that it was currently 16 months for both programs due to the current course sections/offerings. Decision to update the listed length of program (for FT studies) to 16 months for the Certificate program guide.

W. Stokes noted that the residency requirement for the diploma and certificate programs work out to different percentages.

W. Stokes asked about the 'required minimum grade of C'. He suggested it be noted at the meeting for HDEC 105/FNST 100, as it would be a higher grade needed for awarding the credential than the minimum passing grade would be normally.

23.04.06 M/S –THOLA/RASHID

Motion: ~~THAT the Education Council approves the new Course Outline HDEC 105, effective September 2023.~~ THAT the Education Council postpones the HDEC 105 submission (including the FNST 100 Course Outline) to the May 24, 2023 meeting.

CARRIED

23.04.07 M/S –RASHID/THOLA

Motion: THAT the Education Council approves the revised Program Information and Completion Guide for the Diploma in Education Assistant and the Certificate in Education Assistant, effective September 2024, as amended.

CARRIED

P. Avender, K. Liska, M. Lundin, N. Dahlen left the meeting.

Election

10. Election of Chair and Vice-Chair of Education Council (2023-2024)

W. Stokes explained that the Registrar is an appointed and voting member of the Education Council and the de facto Chief Electoral Officer. Therefore, it would be a conflict of interest to have the Registrar execute the election of the Officers of the Council. He further explained that to avoid a conflict, the Registrar generally would delegate the task of the election of Education Council officers to another College employee (non-Council member).

I request and delegate to Audra Holloway the authority to carry out the election of the Education Council Chair and Vice-Chair on April 26, 2023, as an electoral officer.

A. Holloway called for nominations for the position of Chair of Education Council three times. R. Douglas was nominated. R. Douglas agreed to let his name stand. R. Douglas was elected by acclamation.

A. Holloway called for nominations for the position of Vice-Chair of Education Council three times. B. Mackinnon was nominated. B. Mackinnon did not want to have his name stand. B. McKay was nominated. B. McKay agreed to let his name stand. B. McKay was elected by acclamation.

Congratulations Rob-Roy and Bruce.

Subcommittee Standing Reports

11. Education Policy Committee

W. Stokes reported that group met last on April 19th with a face-to-face meeting in Dawson Creek that included T. Hyland-Russell as a guest. He added that S. Clerk had joined the committee as the Administrative member. He reported that the committee would be changing how it approached policy development. The group would now be utilizing the 'expert' model of development rather than using the team to craft language. The team would now have more of an editorial role in providing feedback on an expert-generated policy, rather than crafting the policy language during the meeting(s).

12. Curriculum Committee

R. Douglas explained that the group met on April 6th to review the documents for the meeting. He added that he expects more documents for the May and June meetings.

13. Admissions and Standards Committee

A. Holloway read out a report prepared by chair:

The Admissions and Standards Subcommittee met on Thursday, March 24, 2023. There was further discussion about filling the vacant Support Staff seat on the committee.

Warren met with the Vice-Chair of the Education Council and was advised that Ed Co elections must be completed first before this committee proceeds with an election to fill the vacant position.

The group also discussed whether the draft policy was close enough to completion to be shared with broader groups within the institution. The group agreed to a final review of the language of the policy document. In addition to some grammar and style changes,

additional questions were asked about the policy. By the end of the meeting, half of the document was reviewed.

Information/Discussion

14. Governance Committee

W. Stokes explained that the Governance Committee is chartered to review the bylaws, regulations and their related policies and procedures for Education Council. They are also chartered to make sure that all committees have full memberships. He added that the committee must be made up of Education Council members. He asked for members to step forward to fill the vacant positions. The membership for the Governance Committee:

Chair: Bruce McKay (Vice-Chair of Education Council)

Faculty: Marissa Thola

Staff Member: Irina Evseeva

Administrator: Kathy Handley

Student: Currently Vacant

15. Continuing Education

C. Patterson-Elden presented the new Continuing Education Course Outlines:

CE AC90 Hungarian Cuisine

CE AC91 Mexican Cuisine

CE PD150 Taking Minutes and Notes Effectively

Notes:

R. Roy welcomed new and returning members.

Adjournment – 3:30 p.m.

Next Meeting – May 24, 2023

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