

**Participants:**

Rob-Roy Douglas (Faculty) \*Chair  
Bruce McKay (Faculty) \*Vice-Chair  
Mark Andaya (Student)  
Rod Cork (Administration)  
Irina Evseeva (Staff)  
Sylvia Fraser (Faculty)  
Kathy Handley (Administration)  
Tara Hyland-Russell (Administration)  
Ramanpreet Kaur (Student)  
Eddie Kristiansen (Faculty)  
Rosemarie Lee (Student)  
Marcie Lundin (Faculty)  
Josephine Mata (Student)  
Brandon Mackinnon (Faculty)  
Howard Moody (Faculty)  
Lisa Morin (Staff)  
Warren Stokes (Administration)  
Mike Gilbert (Board Representative)  
Audra Holloway (Recording)

Absent: Marissa Thola      Todd Bondaroff      Faisal Rashid  
Morteza Ghadirian

Guest(s): Leo Manning      Kathleen Lewis      Chante Patterson-Elden

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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. Adoption of Minutes, April 26, 2023**

23.05.01 M/S ~~MCKAY/ EVSEEVA~~

Motion: ~~THAT the minutes of April 26, 2023 be adopted as circulated.~~

**CARRIED**

23.05.02 M/S –STOKES/MACKINNON

Motion: *THAT the motion to approve the April 26, 2023 minutes be rescinded and the motion for the approval of the April 26, 2023 minutes be moved to the June 28, 2023 meeting.*

CARRIED

**3. Action List**

Education Council Process Flowchart – nothing to report.

**Decision Item(s)**

**4. SOST 040 Course Outline**

K. Lewis explained that the submission consisted of revisions to the SOST 040 Course Outline:

- Learning outcomes were updated for Provincial Articulation.
- Updated the textbook.
- Prerequisite language was updated.

She further explained that CCP courses were required to be reviewed by the College and any revisions brought to Education Council about every 7 years, to be provincially articulated.

W. Stokes noted that the Course Description did not include a statement regarding the equivalency to a course like (as an example) Socials Studies 11. K. Lewis explained that it was a philosophical question/debate that the group discussed but ultimately, they decided not to include it. She added that it was not provincially mandated either way.

23.05.03 M/S – EVSEEVA /HANDLEY

Motion: *THAT the Education Council approves the revised Course Outline SOST 040 as presented, effective September 2023.*

CARRIED

M. Gilbert joined the meeting.

**5. Building Maintenance**

L. Manning explained that the submission was to add clear language regarding required PPE for the program.

W. Stokes asked about the updated Admission Requirements that included the removal of the wording about successful completion of Grade 10. L. Manning answered that the submission should not have updated Admission Requirements at this time.

W. Stokes asked if the NLC Building Maintenance program was the same as the “Residential Building Maintenance Worker” Apprenticeship program on the Skilled Trades BC website. L. Manning explained that it was not the same program as the NLC program. W. Stokes asked about the last sentence that had been added to the Program Description “Program completion reported to the STBC for credentialing purposes”. L. Manning answered that “Building Maintenance” is a credentialed and recognized trade.

Decision by L. Manning and Council to remove submission and defer to the June 28<sup>th</sup> Education Council meeting.

~~Motion: THAT the Education Council approves the revised Program Information and Completion Guide for the Building Maintenance Certificate program, effective September 2023.~~

## 6. Discontinuation of AME Courses

L. Manning explained that the following courses were to be discontinued, as they were no longer being offered and had been replaced with AMT courses (2019):

AMEF-101	Fixed Wing Airframe Final Exam
AMEF-102	Rotary Wing Airframe Final Exam
AMEF-103	Piston Engine Final Exam
AMEF-104	Turbine Engine Final Exam
AMEP-100	Human Factors in Aircraft Maintenance Engineering Training
AMEP-105	Shop Cleanup
AMEP-106B	Electrical Installations
AMEP-107	Engine Maintenance
AMEP-108	Engine Components
AMEP-109	Safetying and Hydraulics
AMEP-110	Control Rigging
AMEP-111	Scheduled Inspections
AMEP-112	Weight and Balance and Aircraft Handling
AMEP-113	Engine Installation and Testing
AMEP-114	Rotor Systems and Dynamic Balance
AMEP-115	Hangar Support Facilities
AMEP-116	Approved Maintenance Organization Audit
AMEP-117	Airframe Auxiliary Systems
AMEP-118	Landing Gear
AMEP-120	Troubleshooting and Repair
AMET-108	Regulations and Publications
AMET-109	Reciprocating Engines
AMET-110	Reciprocating Engine Components
AMET-111	Turbine Engines
AMET-112	Engine Auxiliary Systems
AMET-113	Propellers
AMET-114	Aircraft Handling and Inspection
AMET-115	Aircraft Controls and Rigging
AMET-116	Fuel and Environmental Systems
AMET-117	Landing Gear and Dynamic Drive Trains
AMET-118	Navigation and Communication
AMET-118	Navigation and Communication
AMET-119	Aircraft Auxiliary Systems
AMET-120	Troubleshooting and Human Factors in Aircraft Maintenance & Management
AMET-120	Troubleshooting and Human Factors in Aircraft Maintenance & Management

### 23.05.04 M/S –CORK/KRISTIANSEN

*Motion: THAT the Education Council approves the discontinuation of the AMT courses (AMEF-101, AMEF-102, AMEF-103, AMEF-104, AMEP-100, AMEP-105, AMEP-106B, AMEP-107, AMEP-108, AMEP-109, AMEP-110, AMEP-111, AMEP-112, AMEP-113, AMEP-114, AMEP-*

115, AMEP-116, AMEP-117, AMEP-118, AMEP-120, AMET-108, AMET-109, AMET-110, AMET-111, AMET-112, AMET-113, AMET-114, AMET-115, AMET-116, AMET-117, AMET-118, AMET-119, AMET-120 and AMET-120), effective immediately.

CARRIED

## **7. Discontinuation of POPR Courses**

L. Manning explained that the following courses were to be discontinued, as they were no longer being offered and had been replaced with alternative POPR courses (2021):

POPR 200	Fourth Class Power Engineering Part A
POPR 201	Fourth Class Power Engineering Part B
POPR 208	Laboratory in Power Engineering and Gas Processing
POPR 302	Work Practicum

23.05.05 M/S –CORK/ KRISTIANSEN

Motion: *THAT the Education Council approves the discontinuation of the POPR courses (POPR-200, POPR-201, POPR-208 and POPR-302), effective immediately.*

CARRIED

L. Manning left the meeting

## **Subcommittee Standing Reports**

### **8. Education Policy Committee**

W. Stokes reported that the group was unable to meet during May due to conflicting projects and schedules. The group is scheduled to meet in June.

### **9. Curriculum Committee**

R. Douglas reported that the committee met at the start of May to review the presented documents. The group meets next on June 8 to review the June documents.

### **10. Admissions and Standards Committee**

A. Holloway explained that the committee had not met since the last Education Council meeting so there was nothing new to report. She added that the committee is planning to meet twice in June.

## **Information/Discussion**

### **11. Governance Committee**

A. Holloway explained that the newly formed committee would be having their inaugural meeting on June 8, 2023.

### **12. Continuing Education**

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

- CE PD151 Introduction to Statistics
- WFTR TI176 Electrical Apprenticeship Self-Assessment
- WFTR TI177 90 hour HDT Exam Prep Instructor Support

Notes:

R. Douglas explained that the May meeting was the last meeting for 3 of the student Education Council members, as they are graduating. Congratulations and best wishes with your future endeavors to:

- Mark Andaya
- Rosemarie Lee
- Josephine Mata

23.05.06 M/S –MCKAY/KRISTIANSEN

Motion: *THAT the Education Council thanks the Education Council student members Mark Andaya, Rosemarie Lee, and Josephine Mata for their service to Education Council.*

CARRIED

Adjournment – 1:50 p.m.

Next Meeting – September 27, 2023

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