

Participants:

Rob-Roy Douglas (Faculty) *Chair
Rhochelle Bernardo (Student)
Wyndel Bert Corillo (Student)
Rod Cork (Administration)
Sylvia Fraser (Faculty)
Kathy Handley (Administration)
Tara Hyland-Russell (Administration)
Marcie Lundin (Faculty)
Brandon Mackinnon (Faculty)
Bruce McKay (Faculty)
Patricia Anne Mico (Student)
Mary Ross (Administration)
Marissa Thola (Faculty)
Audra Holloway (Recording)

Absent:	Todd Bondaroff	Howard Moody	Mike Gilbert	Lisa Morin
	Faisal Rashid	Irina Evseeva	Eddie Kristiansen	Arjun Mehta
Guest(s):	Nicole Dahlen	Hugh Gordon	Paula Avender	Erika Reimer

Territorial Acknowledgement:

Northern Lights College serves the communities of Northern British Columbia that are located on the territories of the Tsa'a 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: September 27, 2023

23.10.01 M/S –LUNDIN/MCKAY

Motion: *THAT the minutes of September 27, 2023 be adopted as circulated.*

CARRIED

3. Action List

Education Council Process Flowchart – on hold

Educational Policies - Due dates to be updated for November meeting.

Other Committees Update – T. Hyland-Russell explained that the Admissions, Access and Appeal policies are currently in progress. She added that the Academic Integrity working group will be reviewing an external report.

Decision Item(s)

4. Health Care Assistant

N. Dahlen explained the changes to the submission documents:

- Provincial regulatory changes to HCA program guide and course outlines.
- Minor changes to course titles and learning outcomes.
- Changes to admission requirements and post-admission requirements.
 - English Language Competency Requirements:
 - Changed terminology from “applicants whose first language is English / applicants whose first language is not English” to “applicants with three years of full-time instruction in English / applicants with less than three years of full-time instruction in English.*”
 - *Defined as three (3) years of full-time secondary and/or post-secondary education at a recognized institution Approved English-Speaking Countries . 4 Secondary education will be considered starting from grade 8. English as a Second Language (ESL) courses will not be considered.
 - Items removed: Language Placement Index (LPI), Canadian Adult Achievement Test (CAAT)
 - Items updated: Accuplacer Next Generation Recommend Cut Scores, accepting online/remote English language proficiency test scores, list of approved English-speaking countries.
 - Added Note: If the program is accepting international students, a clear police certificate from country of origin must also be included as a program entry requirement.
 - CPR HCP was updated to CPR Basic Life Support (BLS),
 - Note that any new HCA education program (applying for recognition) must provide confirmation of successful registration with the Criminal Records Review Program.
- One practice experience added, but no change to total amount of hours in program (overall clinical hours split into 3 courses, rather than 2 as in past).
- Changing passing grade from 75% to 70% to align with other institutions in province (we were the highest).
- Additions to lab equipment list.
- Additions to instructor qualifications.
- Adjustments to SPECO requirements.

M. Thola asked about the removal of CAAT and the addition of Accuplacer for September 2024. N. Dahlen explained that CAAT was being removed (obsolete) as an option for the College and that the requirement of the regulatory body would be the use of Accuplacer. T. Hyland-Russell asked for the proposal (discussed at the Dean’s meeting) to be forwarded to the Admissions and Standards Committee.

M. Thola asked about the ‘list of approved English-speaking countries. N. Dahlen answered that she felt it would be beneficial to have it linked on the website.

M. Thola asked about the ‘police certificate from country of origin’. N. Dahlen replied that it was a regulatory requirement, but students could be reviewed on a case-by-case basis.

M. Lundin asked about the Math and Science courses being removed from the Admission Requirements. N. Dahlen explained that the provincial curriculum does not list a Math or Science requirement, only the completion of Grade 10. She added that the decision was made to ensure that the program was as accessible as possible.

23.10.02 M/S –MCKAY/ROSS

Motion: THAT the Education Council approves the revised program information and completion guide for Health Care Assistant, the revised Course Outlines HCAT 110, HCAT 111, HCAT 112, HCAT 113, HCAT 123, HCAT 124, HCAT 125, HCAT 126, HCAT 127 and the new Course Outline HCAT 128, effective September 2024 as presented.

CARRIED

5. FNST 100

N. Dahlen explained that the course had been Indigenized to remove face-to-face exams. She added that the course now provides the content in a pedagogical practice that aligns with a decolonized approach. She added that a group consisting of Dr. Carol Burbee, Hugh Gordon and Bruce McKay met and updated the outline. B. Mackinnon asked about what was listed on the course outline regarding the types of offerings for the course. N. Dahlen explained that the course outline did not have an 'online synchronous' option, just 'online'.

23.10.03 M/S –THOLA/FRASER

Motion: THAT the Education Council approves the revised Course Outline for FNST 100, effective May 2024 as presented.

CARRIED

Subcommittee Standing Reports

6. Education Policy Committee – A. Holloway explained that group had a presentation of the Access policy draft by a consultant and Lorelee Mathias. She added that the group would be continuing with the finalizing of the Draft for the Withdrawal policy and Honor Roll policy. The next step for both policies would be stakeholder review and comment. R. Douglas asked for an Education Council faculty member to join the Policy committee.

7. Curriculum Committee – R. Douglas reported that the group reviewed the documents for the meeting and will meet again next month.

8. Admissions and Standards Committee – A. Holloway explained that the group had not met since the last Education Council meeting but would be having an Ad hoc meeting on November 7th to review and discuss work that M. Ross had done on the Admissions policy.

Information/Discussion

9. Governance Committee

Key Points:

June 2022 – Governance committee brought the bylaws for Approval to EdCo meeting.

-This included changing it from Ad hoc committee to permanent due to number of issues/tasks/requests received.

Outstanding issues/tasks/requests that were currently with the permanent Governance committee:

-Education Council student membership term (in regard to may and June, etc)

-Recruitment of students for committees-clarify process to follow.

-Education Council bylaws review – including: make term clear for members under Section

2.5

-Education Council committees – review membership vacancies – support process of ensuring new members found (proper steps)

-Review EdCo Election Rules – need to update (eg. Electronic voting is now used – need to update voting period)

T. Hyland-Russell explained that the review of the Governance Committee was to assess if it is doing what it is supposed to do. She asked the group that upon review of the issues, would it be better as an Ad hoc committee.

K. Handley asked about the number of Administrators in all the committees. M. Ross mentioned that there had been studies done on committee membership and that she could share the information.

Decision by the group to add a motion to amend the Education Council bylaws, updating the Governance Committee from a standing committee to an Ad hoc committee at the November 22nd Education Council meeting.

Notes:

a) Welcome to new student members: Rhochelle Bernardo, Patricia Anne Mico, Arjun Mehta and Wyndel Bert Corillo.

b) Education Council Election for Faculty – M. Ross explained that the Nomination email would be sent out after the meeting.

c) End of Term for Bruce McKay and Brandon Mackinnon – R. Douglas made a motion:

THAT the Education Council members thank both Bruce McKay and Brandon Mackinnon for their service on Education Council.

23.10.04 M/S –THOLA/LUNDIN

d) Standing Reports – M. Ross noted that NLC Education Council currently doesn't have standing reports from the Chair/VPA/President/Board Liaison, etc. Decision to have Chair and VPA standing reports added to the Agenda to increase communication.

Adjournment – 3:52 p.m.

Next Meeting – November 22, 2023

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