**NORTHERN LIGHTS COLLEGE EDUCATION COUNCIL**  
Meeting to be held April 22, 2020 at 1:15pm  
Dawson Creek – Dial In  
Fort St John – Dial In  
Fort Nelson – Dial In  
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**AGENDA**  
Acknowledgement:  
It is a privilege to honor the many nations participating in our college community and to thank you for sharing your traditional lands with us. All my relations.

1. Election of Chair and Vice-Chair of Education Council W. Stokes
2. Adoption of Agenda F. Rashid
3. Adoption of Minutes March 25, 2020 F. Rashid



1. Action List Review F. Rashid



**Decision**

1. Aircraft Mechanic Basics L. Manning



Motion: *THAT the Education Council approves* *the* *new Program Information and Completion Guide for Certificate in Aircraft Mechanic Basics.*

1. Aircraft Maintenance Technician L. Manning  
   

Motion: THAT *the* *Education Council approves* *the* *revised Program Information and Completion Guide for Aircraft Maintenance Technician Diploma.*

1. Oil and Gas Field Operations L. Manning  
   

Motion: THAT *the* *Education Council approves* *the* *revised Course Outline OGOP 102.*

1. Youth Explore Trades Sampler L. Manning  
   

Motion: THAT *the* *Education Council approves* *the* *revised Program Information and Completion Guide for Youth Explore Trades Sampler and new Course Outline YETS 091.*

1. Applied Business Technology S. Roe  
   

Motion: THAT *the* *Education Council approves* *the* *revised Program Information and Completion Guide for Certificate in Applied Business Technology (Administrative Assistant), effective September 2020.*

1. Exception for Academic Monitoring Policy (E-1.02) W. Stokes

* Academic monitoring will be calculated during the week of May 4 as per policy.
* Students that are deemed Required to Withdraw will remain at the status of Academic Restriction until the next semester in which their GPA is 2.0 or higher OR the beginning of the semester after travel restrictions are lifted.
* Students will be advised of this. Note that they will continue to be limited to 11 credits.



Motion: THAT *the* *Education Council endorses the exceptions for the Winter 2020 Academic Monitoring policy.*

**Subcommittee Standing Reports**

1. Education Policy Subcommittee L. Sprinkle
2. Curriculum Subcommittee A. Holloway
3. Admissions and Standards Subcommittee M. Bedell

**Information/Discussion**

1. 2020-21 NLC Budget Presentation A. Graff
2. DRAFT Academic Integrity Policy L. Sprinkle



\*Note that the Appendices and the TOR are procedural pieces and are to be refined and maintained by the Standing Committee in the form of appendices and best practices documents. These do not contain content which necessarily belongs inside the Policy document, but in the supporting documents maintained by the Committee. Training for Chairs and Standing Committee members will be based on those documents of reference.

1. Continuing Education T. Donnelly  
   \*all Course Outlines can be found on D2L

CE AC35 Speed Spanish

CE AC36 Advanced Fiction Writing

CE AC37 Beginning Conversational French

CE AC38 Introduction to Journaling

CE AC39 Introduction to Screenwriting

CE AC40 Publish and Sell Your E-Books

CE AC41 Romance Writing

CE AC42 Introduction to Guitar

CE BE16 Fundamentals of Technical Writing

CE BE17 Project Management Fundamentals

CE BE18 Explore a Career as an Administrative Medical Assistant

CE CT23 Intermediate Microsoft Word 2013

CE CT24 Advanced Microsoft Excel 2013

CE CT25 Advanced Microsoft Excel 2016

CE CT26 Introduction to Microsoft Word 2016

CE CT27 Introduction to Microsoft Access 2019-Office 365

CE CT28 Intermediate Microsoft Excel 2013

CE CT29 Advanced Microsoft Excel 2019-Office 365

CE CT30 Intermediate Microsoft Excel 2019-Office 365

CE CT31 Microsoft PowerPoint 2013 in the Classroom

CE CT32 Understanding the Cloud

CE CT33 Introduction to Cryptography

CE CT34 Introduction to Networking

CE HW35 International Woman’s Day Workshop

CE PD22 Creating Classroom Centers

CE PD23 Differentiated Instruction in the Classroom

CE PD24 Enhancing Language Development in Childhood

CE PD25 Guided Reading: Strategies for the Differentiated Classroom

CE PD26 Integrating Technology in the Classroom

CE PD27 Creating the Inclusive Classroom: Strategies for Success

CE PD28 Empowering Students with Disabilities

CE PD29 Guided Reading and Writing- Strategies for Maximum Student Achievement

CE PD30 Homeschool with Success

CE PD31 Supply Chain Suite

CE PD32 Ready, Set, Read

CE PD33 Teaching Preschool: A Year of Inspiring Lessons

CE PD34 Solving Classroom Discipline Problems II

CE PD35 Teaching Writing: Grades K-3

CE PD36 Creating a Classroom Website

CE PD37 Manufacturing Fundamentals

CE PD38 Solving Classroom Discipline Problems

CE PD39 Supply Chain Management Fundamentals

CE PD40 Teaching Students with Autism - Strategies for Success

CE PD41 Teaching Students with ADHD

1. Late Withdrawals W. Stokes

Next Meeting – May 27, 2020

Adjournment

BLUEJEANS Meeting Code – **232 194 969**