**MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL HELD
VIA BLUEJEANS ON FRIDAY, NOVEMBER 5, 2021**
APPROVED

PRESENT:	Wilma Gus, Faculty, Port Alberni *Chair*
	Adnan Baig, Student
	Aisling Brady, Faculty
	Alix Carrel, Faculty, Comox Valley *Vice Chair*
	Brooke McIntosh, Support Staff, Campbell River
	Christopher Scarlatti, Student
	Jennifer Fallis-Starhunter, Faculty, Campbell River
	Judith Marriott, Faculty, Comox Valley, *Chair, Planning & Standards*
	Karen Grigoleit, Support Staff, Comox Valley
	Kathleen Haggith, Administration
	Kelly Johnsen, Faculty, Port Alberni
	Kelly Shopland, Administration
	Megan Wilson, Faculty, Comox Valley, *Chair, Curriculum & Fast Track*
	Michelle Badger, Administration
	Natalie Deveaux, Faculty, Comox Valley
	Neil Martin, Faculty, Comox Valley
	Ryan Blaak, Faculty, Comox Valley
	Sigrid McKay, Student
	Sunny Thakur, Student
	Tony Bellavia, Administration
	Tony Trudel, Faculty, Campbell River
	Kara Foreman, Recording Secretary (RS)
REGRETS:	Lisa Domae, President (Ex-Officio)

1. **Declaration of Quorum**
    W. Gus declared quorum at 12:34pm.
    Territorial Acknowledgement *(Kelly Shopland)*
    Introductions and new members' welcome

2. **Adoption of Agenda**
    Moved by C. Scarlatti / Seconded by B. McIntosh TO ADOPT THE AGENDA FOR NOVEMBER 5, 2021.

    MOTION CARRIED.

3. **Review of Minutes of the Meeting**
    Moved by C. Scarlatti / Seconded by A. Brady TO APPROVE THE MINUTES OF THE MEETING OF OCTOBER 15, 2021.
    Approved as presented.

    MOTION CARRIED.

4. **Business Arising**
    4.1 Chair & Vice Chair elections
        Chair: Wilma Gus, acclaimed
        Vice Chair: Alix Carrel, acclaimed
    4.2 Ratification of Standing Committee members
    - Current Members: Planning & Standards, Curriculum and Fast Track Committees
    4.3 Call for new members of (3) Standing Committees
    - There were no new volunteers

5. **Committee Reports**
    5.1 Education Council
        Chair Report (Verbal)
        The chair reported on her activities since the last meeting and there were no questions.

5.2 Planning and Standards Committee
Chair Report (Verbal)
The chair reported that the committee didn't have a meeting in October. She expects to have a policy ready for review at the November 19th meeting.

5.3 Curriculum Committee - Minutes of October 22, 2021

Accessible Learning

Items 5.3.1 & 5.3.2 were taken together

5.3.1 Program Revision – Employment Transition

5.3.2 Program Revision – Practical Academics for the Workplace (PAW)

Moved by M. Wilson / Seconded by J. Marriott TO APPROVE THE PROGRAM REVISIONS.

EFFECTIVE/START DATE: FA 2022

Discussion:
There was confusion about the Admission Requirements on both programs: admission to a department or program? It was agreed this should go back to the department for clarification and be returned to EdCo in December in order to make the 2022 calendar deadline.

Revisions Needed
Admission Requirements
Get clarification from the department

MOTION DEFEATED.

Items 5.3.3 & 5.3.4 were taken together

5.3.3 Course Revision – AED 056 Workplace Safety Literacy

5.3.4 Course Revision – AED 058 Workplace Literacy

Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE COURSE REVISIONS.

EFFECTIVE/START DATE: FA 2022

Discussion:
Clarification is needed from the department. Revised documents will be returned to the December EdCo meeting.

Revisions Needed
Prerequisites
- **Clarify** if this should read Admission to (Dept or Program) or None?

Additional Information (RS)
- Move this section above Instructor Qualifications.

AED 056 – Course Content
- **Clarify** if 4th & 5th bullets are redundant.

Learning Outcomes (RS)
- Add "will be able to:"
- Remove #6

MOTION DEFEATED.

Business Administration

5.3.5 Course Revision – BUS 247 The Canadian Securities Course

Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE COURSE REVISION.

EFFECTIVE/START DATE: FA 2022

Discussion:
Concern was expressed about the lack of Math prerequisites. Clarification is required. Revised documents will be returned to the December EdCo meeting.

Revisions Needed
Prerequisites:
- **Clarify** no math prerequisite? MAT 230 or 234 recommended

Course Content (RS)
- Remove unnecessary upper case letters

Learning Outcomes (RS)
- Remove #4

Student Evaluation (RS)
- Add standard language

Additional Information (RS)
- Move section above Instructor Qualifications
- Change "successfully write" to "pass" and "that BUS 247 is enrolled…" to "that the student is enrolled in BUS 247"

MOTION DEFEATED.

Digital Design & Development

5.3.6   **Course Revision – DGL 105 Digital Graphics**

Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE COURSE REVISION.

EFFECTIVE/START DATE: FA 2022
No Revisions

MOTION CARRIED.

Fine Arts

Items 5.3.7 & 5.3.8 were taken together

5.3.7   **Course Revision – FIN 200 Video + Sound 1**
5.3.8   **Course Revision – FIN 201 Video + Sound 2**

Moved by M. Wilson / Seconded by N. Deveaux TO APPROVE THE COURSE REVISIONS.

EFFECTIVE/START DATE: FA 2022
Revisions Needed
FIN 200
Description (RS)
- Add "Students will" to begin 2nd sentence

Prerequisites
- **Clarification** with Student Records needed about which courses should be included.

Course Content (RS)
- Move "and presentation" to follow "editing"

FIN 201
Prerequisites
- Same **Clarification** needed

Learning Outcomes (RS)
- Add "successful" to stem sentence
- #5; add space after "producer"

MOTION CARRIED.

Humanities & Social Sciences

5.3.9   **Course Revision – ENG 170 Writing Digital Content**

Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE COURSE REVISION.

EFFECTIVE/START DATE: FA 2022
Revisions Needed
Prerequisites
- **Clarification** with Student Records needed about which courses should be included.

Learning Outcomes (RS)
- Add "successful" to stem sentence
- #4; lower case on "write"

Student Evaluation (RS)
- Add standard language
- Remove percentages

MOTION CARRIED.

6.   **New Business - None**

7.   **Correspondence/Information**

   7.1 **(Verbal) Report from Senior Education Team** *(T. Bellavia)*
   - Feedback on Widening Our Doorways is being gathered and revisions are being made. An updated document will be available to the college community when it's complete.
   - The Micro-credential Framework is in its early stages. There has been some confusion regarding a clear definition of what constitutes a micro-credential. Micro-credentials can be both a Board-approved credentialed program and/or a statement of completion primarily provided by Continuing Education.
   - Ministry research into micro-credentials is underway in six areas over the next six months:
     1. Project proposal quality assurance including assessments
     2. Non-credit/credit stacking, laddering and transferability
     3. Project proposal options for transcription and recognition
     4. Options for micro-credential registry
     5. Competency framework
     6. Prior learning assessment

     Five micro-credential proposals have been submitted by the October 29th deadline. One working directly with the First Nations Huu-ay-aht and four others in the Trades area. Unlikely that all will be approved but one or two may be.
   - Planning & Standards Committee are advised that the restructuring of the president's office and the new vice presidents' offices will affect the division of policy responsibility. The committee can expect a number of policies will be submitted for revision in the new year.

   7.2 **(Verbal) Report from Indigenous Education** *(K. Shopland)*
   - K. Shopland hosted the first regional advisory meeting of this academic year with the north, central and west coast regions. One of the main topics of discussion was the anticipated changes to the Aboriginal Service Plan funding. Proposed changes include:
     - All institutions in BC will receive service plan dollars
     - A stable annual funding amount based on a 3-tiered criteria still to be identified

   7.3 Members' Terms of Office 2021-23

   7.4 EdCo appointment: Michelle Badger, Administration

   7.5 All Meetings schedule 2021-22

8.   **Meeting Evaluation – Roundtable Discussion**
        It was agreed that this was an efficient meeting.

9.   **Next Meeting – December 10, 2021**

10.   **ADJOURNED AT 2:55pm**