

MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL HELD
AT THE COMOX VALLEY CAMPUS ON FRIDAY, SEPTEMBER 15, 2023

APPROVED

PRESENT: Wilma Gus, Faculty, Port Alberni, *Chair*
Alix Carrel, Faculty, Comox Valley, *Vice Chair*
Ashley Blacquiére, Faculty, Comox Valley
Aisling Brady, Faculty, Comox Valley
Barb Biggs, Support Staff, Comox Valley
Jennifer Fallis Starhunter, Faculty, Campbell River, *Chair, Curriculum & Fast Track*
Judith Marriott, Faculty, Comox Valley, *Chair, Planning & Standards*
Kathleen Haggith, Administration
Kudakwashe Wingwiri, Student, Comox Valley
Laura Hickey, Faculty, Campbell River
Michelle Badger, Administration
Ryan Blaak, Faculty, Comox Valley
Tony Bellavia, Administration, Comox Valley
Tony Trudel, Faculty, Campbell River
Lisa Domae, President (Ex-Officio)
Kara Foreman, Recording Secretary (RS)

REGRETS: Chamya Liyanage, Student, Comox Valley
Karen Grigoleit, Support Staff, Comox Valley
Kelly Shopland, Administration
Sukhwinder Singh, Student, Port Alberni
Vincent Michaud, Student, Campbell River
Rylee LaTrace, Board of Governors Representative

1. **Declaration of Quorum**
W. Gus declared quorum at 12:34pm.
2. **Adoption of Agenda**
Moved by A. Carrel / Seconded by A. Brady **TO ADOPT THE AGENDA FOR SEPTEMBER 15, 2023.**
MOTION CARRIED.
3. **Review of Minutes of the Meeting**
Moved by B. Biggs / Seconded by A. Carrel **TO APPROVE THE MINUTES OF THE MEETING OF JUNE 9, 2023.**
Approved as presented.
MOTION CARRIED.
4. **Business Arising – None**
5. **Committee Reports**
 - 5.1 **Education Council Chair Update**
There were no questions.
 - 5.2 **Planning and Standards Committee**
There was no meeting.
 - 5.2.1 **Policy 3-22 Program & Course Credentials**
Moved by J. Marriott / Seconded by A. Carrel **TO APPROVE REVISIONS TO POLICY 3-22 PROGRAM & COURSE CREDENTIALS.**
EFFECTIVE/START DATE: September 15, 2023
No revisions.
MOTION CARRIED.

5.3 Fast Track Committee

Chair Report

Minutes: June 2023

5.3.1 Course Revision – NUR 414 Nursing Practice VIII: Transitioning to BSN Graduate

Moved by J. Fallis Starhunter / Seconded by A. Carrel **TO APPROVE THE COURSE REVISION.**

EFFECTIVE/START DATE: FA 2024

MOTION CARRIED.

5.4 Curriculum Committee

Chair Report

Minutes: June 16, 2023

Items 5.4.1-5.4.2 were taken together.

5.4.1 Program Revision – Access to Practical Nursing Pathway

5.4.2 Program Revision – Practical Nursing Diploma

Moved by J. Fallis Starhunter / Seconded by A. Brady **TO APPROVE THE PROGRAM REVISIONS.**

EFFECTIVE/START DATE: FA 2024

Revisions

It was noted that normally North Island College is spelled out in the first instance, then NIC is used.

It was suggested that the FIT test be spelled out to “Respirator Mask Fit Test” and remove upper case.

MOTION CARRIED.

Items 5.4.3-5.4.4 were taken together.

5.4.3 Course Revision – BIO 203 Principles of Genetics

5.4.4 Course Revision – BIO 211 Invertebrate Biology

Moved by J. Fallis Starhunter / Seconded by A. Carrel **TO APPROVE THE COURSE REVISIONS.**

EFFECTIVE/START DATE: FA 2024

MOTION CARRIED.

6. New Business - None

7. Information / Correspondence

7.1 (Verbal) Report from VP Academic (*T. Bellavia*)

- We are in the “year of the QAPA.” This is a unique opportunity for a formal adjudication process, where NIC can showcase and reflect on our programs.
- Nov 16 & 17 NIC will host three colleagues at Crown Isle. L. Knaack will share the itinerary with the college community closer to that date.

7.2 QAPA Draft Institutional Report Agenda (*T. Bellavia*)

- A link to the documents in this draft report was made available. These documents will be available until October 1st. After that, the final report will be completed.

7.3 (Verbal) Report from Indigenous Education (*T. Bellavia for K. Shopland*)

- The year 2 dashboard of the *Working Together Plan* will be made available this month. Community members can contact K. Shopland’s assistant with questions and feedback.
- A new member of the Indigenous Education team has been added; Andrea Kerr, Manager of Indigenous & Regional Partnerships. She is working with K. Shopland and the Indigenous Education Council, the Northern Indigenous Committee to support increased partnerships in that region. She will be the connection point with nations to support Indigenous-led education and training. There is significant activity happening there.
- Port Alberni has a new Indigenous Elder in Residence, Wilma Gus. Congratulations were shared.

- Working Together Working Group (WTWG) is available to support the NIC community with regular meetings. For more information, contact Judith Perron.
- Look for activities in celebration of “Orange Shirt Day” on September 30th.

7.4 Notice of new appointments to the Research & Ethics Board (REB):
Antonie Scholtz, Jennifer Botica, Jennifer Evans

7.5 Thank you to retiring members.

- Encouragement to run again and/or encourage your colleagues to run for a seat.
- Reminder to continuing members that we will hold Chair and Vice Chair elections at the October meeting

8. Meeting Evaluation – Roundtable Discussion

It was agreed that this was an efficient and effective meeting.

9. Next Meeting – October 13, 2023

10. ADJOURNED AT 1:50pm