

**MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL  
HELD AT THE COMOX VALLEY CAMPUS & ON TEAMS ON FRIDAY, OCTOBER 13, 2023**

**APPROVED**

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- PRESENT:** Wilma Gus, Faculty, Port Alberni, *Chair*  
Aisling Brady, Faculty, Comox Valley  
Barb Biggs, Support Staff, Comox Valley  
David Johns, Faculty, Campbell River  
Georgette Whitehead, Faculty, Comox Valley  
Jason Wang, Student, Comox Valley  
Jennifer Fallis Starhunter, Faculty, Campbell River, *Chair, Curriculum & Fast Track*  
Judith Marriott, Faculty, Comox Valley, *Chair, Planning & Standards*  
Kelly Goudreau, Faculty, Comox Valley  
Kelly Shopland, Administration  
Laura Hickey, Faculty, Campbell River  
Lernard Chiremba, Student, Comox Valley  
Manpreet Kaur, Support Staff, Comox Valley  
Margaret Hearnden, Faculty, Comox Valley  
Michelle Badger, Administration  
Shubham Chauhan, Student, Campbell River  
Tony Bellavia, Administration, Comox Valley  
Xiang Luo, Student, Comox Valley  
Rylee LaTrace, Board of Governors Representative  
*Kara Foreman, Recording Secretary (RS)*
- REGRETS:** Ashley Blacquiere, Faculty, Comox Valley  
Cheryl O'Connell, Administration  
Lisa Domae, President (Ex-Officio)

1. **Declaration of Quorum**  
W. Gus declared quorum at 12:31pm.  
A round of introductions; welcome new members.
2. **Adoption of Agenda**  
Moved by J. Fallis Starhunter / Seconded by K. Shopland **TO ADOPT THE AGENDA FOR OCTOBER 13, 2023 WITH AMENDMENT.**  
Amendment: Remove MAT 182 & 182 from agenda  

**MOTION CARRIED.**
3. **Review of Minutes of the Meeting**  
Moved by A. Brady / Seconded by B. Biggs **TO APPROVE THE MINUTES OF THE MEETING OF SEPTEMBER 15, 2023.**  
Approved as presented.  

**MOTION CARRIED.**
4. **Business Arising**
  - 4.1 **Education Council Chair & Vice Chair Elections**  
Aisling Brady was acclaimed as Chair  
Barb Biggs was acclaimed as Vice Chair
  - 4.2 **Ratification of standing committee members**  
All committee members were ratified.
    - Curriculum Committee
    - Fast Track Committee
    - Planning & Standards Committee

#### 4.3 Call for new standing committee members

- Curriculum Committee  
Jason Wang, Margaret Hearnden
- Fast Track Committee  
Jason Wang
- Planning & Standards Committee  
Jason Wang, Kelly Goudreau, Laura Hickey, Larnard Chirembra

### 5. Committee Reports

#### 5.1 Education Council Chair Update

There were no questions.

#### 5.2 Planning and Standards Committee

There was no meeting.

#### 5.3 Curriculum Committee

Chair Report

Minutes: September 22, 2023

##### 5.3.1 Program Revision – Coastal Forest Technology Certificate

Moved by J. Fallis Starhunter / Seconded by B. Biggs **TO APPROVE THE PROGRAM REVISION.**

**EFFECTIVE/START DATE: FA 2024**

No Discussion

**MOTION CARRIED.**

##### 5.3.2 Program Revision – Coastal Forest Technology Diploma

Moved by J. Fallis Starhunter / Seconded by B. Biggs **TO APPROVE THE PROGRAM REVISION.**

**EFFECTIVE/START DATE: FA 2024**

##### **Discussion:**

- Curriculum forms don't allow credit value to be assigned in courses that don't yet exist so new courses don't have credits listed. (Solution is being sought.)
- GIS course does have 4 credits.
- Program is transferable. GIS 111 has not yet been approved. Its sister course GIS 112 is transferable.
- Re credit values;
  - See Policy 3-22 Program & Course Credentials  
We don't have set credit values at NIC. They vary in different decanal areas.  
Policy Procedures has table with credit values per credential type.

**MOTION CARRIED.**

##### 5.3.3 Course Revision – WXT 105 Trades Work Experience Abroad

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

**EFFECTIVE/START DATE: FA 2024**

##### **Discussion:**

- 90 hours was chosen as it is the maximum number of hours and ensures students are covered by insurance.
- Students can hold credit for more than one WXT course to facilitate students having more than one kind of work experience.
- This course is available to all Trades students so it's difficult to select a specific number of credits as a prerequisite.

##### **Revisions:**

*Prerequisites:* add language "with approval of the department"

*Course Description and Learning Outcomes:* further consultation is needed with a view to Indigenization and Interculturalization.

It was noted that revisions could be made and proposal brought back to the November EdCo meeting and still meet the calendar deadline.

**ACTION:** This motion was tabled to the November meeting. Revisions must be made before coming back to the table.

**MOTION TABLED.**

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**6. New Business**

6.1 The QAPA Process (*Liesel Knaack*)

An overview of the QAPA process was presented. Members were invited to participate virtually in the meeting with guest colleagues on Nov 16 & 17. Calendar invitations would be sent the following week.

**7. Information / Correspondence**

7.1 (Verbal) Report from Education Team (ET) by VP Academic (*T. Bellavia*)

- Education Team (ET) consists of deans, executive directors and directors who are responsible for academic programming at NIC.
- QAPA is top of mind right now.
- Integrated enrollment is the 1<sup>st</sup> step toward strategic enrollment management (SEM). Many institutions have gone through a process which takes a few years and is the next goal for NIC. It looks at the programming mix and currently NIC covers a broad spectrum. In the next 3-5 years NIC will be looking at their core business. i.e. what are the programs that NIC should be investing in. Quality assurance will link to this as well as reflecting student demand. SEM planning considers the life cycle of the student; recruitment, entrance, retention, and exit.
- Ministry wants to see development and promotion of micro credentials. These are usually a maximum of one semester long. NIC has a number of these in progress, mostly non-credential at this point, but more credential micro credentials are under development. Also in the works are Indigenous micro credentials. Micro credentials can be bundled to be eligible for a certificate or diploma.
- Enrollment patterns show a softening of domestic enrollment in some programs while international enrollment is robust, almost surpassing pre-pandemic numbers.

7.2 (Verbal) Report from Executive Director of Indigenous Education (IE) (*K. Shopland*)

- IE works closely with the Indigenous Education Council (IEC), consisting of representatives from 35 First Nations as well as Indigenous organization throughout the college region. There are regular regional meetings to discuss regional needs.
- Year 2 dashboard, (accountability report for Working Together, NIC's Indigenization plan) was presented to the IEC for feedback. Updates to the report were uploaded and will be shared with the college community on the [Engage](#) site.
- Developments in language programming include new Ay?ajuθem language classes in partnership with Hamalco First Nations with 28 students enrolled and expansion of the Indigenous Language Fluency Certificate to include Ay?ajuθem.
- Events are hosted at all campus monthly led by Indigenous elders and counsellors. Posters on campus and on website.
- Gathering Place in Campbell River is available for college wide use for events with appropriate Reconciliation or Indigenization elements. Contact Kelly with any questions.
- Several events are planned for September 30<sup>th</sup>, National Day of Truth & Reconciliation. Training is being developed for NIC employees to learn about and engage in teachings from the nations on whose unceded territories our four campuses are located. Interviews are being recorded of stories from elders, knowledge keepers and community members that speak to who they are. More information will follow.
- A project is underway to record different language speakers saying different words and phrases in multiple languages. These will be available on the website using a sound button.

7.3 Notice of four Administration appointments to Education Council

7.4 EdCo members' term of office

**8. Meeting Evaluation – Roundtable Discussion**

It was agreed that this was a good meeting with lots of useful discussion. Congratulations to Aisling Brady and Barb Biggs in their new roles as chair and vice chair.

**9. Next Meeting – November 10, 2023**

**10. ADJOURNED AT 2:47pm**