

**MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL  
HELD AT THE COMOX VALLEY CAMPUS & ON TEAMS ON FRIDAY, MAY 10, 2024**

**APPROVED**

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**PRESENT:** Aisling Brady, Faculty, Comox Valley, *Chair*  
Alex Blair, Faculty, Comox Valley  
Barb Biggs, Support Staff, Comox Valley, *Vice Chair*  
Cheryl O’Connell, Administration  
Jason Wang, Student, Comox Valley  
Jennifer Fallis Starhunter, Faculty, Campbell River, *Chair, Curriculum & Fast Track*  
Judith Marriott, Faculty, Comox Valley, *Chair, Planning & Standards*  
Kelly Shopland, Administration  
Lernard Chiremba, Student, Comox Valley  
Manpreet Kaur, Support Staff, Comox Valley  
Margaret Hearnden, Faculty, Comox Valley  
Michelle Badger, Administration  
Tony Bellavia, Administration, Comox Valley  
*Kara Foreman, Recording Secretary (RS)*

**REGRETS:** Ashley Blacquiére, Faculty, Comox Valley  
David Johns, Faculty, Campbell River  
Georgette Whitehead, Faculty, Comox Valley  
Kelly Goudreau, Faculty, Comox Valley  
Laura Hickey, Faculty, Campbell River  
Shubham Chauhan, Student, Campbell River  
Xiang Luo, Student, Comox Valley  
Lisa Domae, President (Ex-Officio)  
Rylee LaTrace, Board of Governors Representative

**1. Indigenous Acknowledgment  
Declaration of Quorum**

A. Brady declared quorum at 10:03am.

**2. Adoption of Agenda**

Moved by M. Hearnden / Seconded by A. Blair **TO ADOPT THE AGENDA FOR MAY 10, 2024.**

*Amendment:* Items in 7.0 were moved to before Item 5.0

**MOTION CARRIED.**

**3. Review of Minutes of the Meeting**

Moved by B. Biggs / Seconded by M. Badger **TO APPROVE THE MINUTES OF THE MEETING OF FEBRUARY 9, 2024.**

Approved as presented.

**MOTION CARRIED.**

**4. Business Arising – None**

**5. Committee Reports**

**5.1 Education Council Chair Update**

*Tasks this month:*

- Met with EdCo chair at Vancouver Community College, Natasha Mandryk to learn how VCC operates
- Will be meeting with other EdCo chairs in BC at the Academic Governance Council (AGC) on May 13<sup>th</sup>.
- Attended standing committee meetings in March and April
- Attended the newly formed Subcommittee on External Learning Outcomes. Still at the data gathering stage.
- Worked with the Curriculum Committee chair and Curriculog support on scheduling timelines for submitting curricular items in the 2024-25 academic year.
- Attended a joint meeting of the Board of Governors and Indigenous Education Council.

- Organized presentation for today with Graeme Bowbrick from Douglas College on Academic Governance at the post-secondary level.
- Met with EdCo students and the Vice Chair to discuss how to best support them. This is an ongoing project.
- Working on organizing another educational session for EdCo with Craig Whitton on a Values Based Leadership Workshop.

There were no questions.

## 5.2 Planning and Standards Committee

Chair Report:

- The committee met in March to discuss the draft Video Surveillance policy. This isn't an EdCo policy but the committee was asked to provide feedback on the policy to Kathleen Kuhnert.
- There are policies in the works which are expected to come to the committee next year.

Minutes: March 15, 2024

## 5.3 Fast Track Committee

Minutes of March 2024

*Items 5.3.1 – 5.3.3 were taken together*

- 5.3.1 **Course Revision – HVA 100 Heavy Duty Mechanical Trades Apprenticeship Level 1**
- 5.3.2 **Course Revision – HVA 200 Heavy Duty Mechanical Trades Apprenticeship Level 2**
- 5.3.3 **Course Revision – HVA 300 Heavy Duty Mechanical Trades Apprenticeship Level 3**

Moved by J. Fallis Starhunter / Seconded by A. Blair **TO APPROVE THE COURSE REVISIONS WITH AMENDMENTS.**

**EFFECTIVE/START DATE: FA 2024**

*Amendments*

Change all instances of “journeyman” to “journeyperson”

Discussion re format hours; agreed to leave as is

**MOTION CARRIED.**

- 5.3.4 **Course Revision – HVA 400 Heavy Duty Mechanical Trades Apprenticeship Level 4**

Moved by J. Fallis Starhunter / Seconded by M. Hearnden **TO APPROVE THE COURSE REVISION WITH AMENDMENTS.**

**EFFECTIVE/START DATE: FA 2024**

*Amendments:*

Learning Outcome #4: add “as per apprenticeship programming requirements”

**MOTION CARRIED.**

- 5.3.5 **Course Revision – MAT 190 First Nations Perspective: Math for Elementary Education I**

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

**EFFECTIVE/START DATE: FA 2024**

*No Amendments*

**MOTION CARRIED.**

## 5.4 Curriculum Committee (CC)

Minutes of 19 April 2024

- 5.4.1 **Program Revision – Island Pre-Health Science Advanced Diploma**

Moved by J. Fallis Starhunter / Seconded by A. Blair **TO APPROVE THE PROGRAM REVISION.**

**EFFECTIVE/START DATE: FA 2024**

*No Amendments:*

Discussion at CC meeting re what to include in Admission Requirements; agreed that further consultation is required with student records and marketing per updates to website.

**MOTION CARRIED.**

**5.4.2 Course Revision – IPH 102 Island Pre-Health II: Regional Issues in Health Science**

Moved by J. Fallis Starhunter / Seconded by A. Blair **TO APPROVE THE COURSE REVISION WITH AMENDMENTS.**

**EFFECTIVE/START DATE: FA 2024**

*Amendments:*

Discussion at CC re adding intercultural & Indigenous learning outcome; agreed to further consultation with instructor; instructor agreed to add the outcome and will make necessary changes to assessment to align with this outcome. Learning Outcome #4 was added.

**MOTION CARRIED.**

*Items 5.4.3 – 5.4.4 were taken together*

**5.4.3 Course Deactivation – PBA 400 Plumbing Apprenticeship Level 4**

**5.4.4 Course Deactivation – PBH 201 Plumbing Appr Harmonized Gap A**

Moved by J. Fallis Starhunter / Seconded by M. Hearnden **TO APPROVE THE COURSE DEACTIVATIONS.**

**EFFECTIVE/START DATE: FA 2024**

*No Amendments*

**MOTION CARRIED.**

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**6. New Business – None**

**7. Information / Correspondence**

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

- Under development is a visionary document called the Roadmap for Quality Student Learning. The project is being led by Liesel Knaack, Director of the Centre for Teaching & Learning Innovation.
  - Motivation is to enhance quality student learning in alignment with NIC’s core mandate, and address issues identified through the QAPA process and themes that have emerged over last 3-5 years.
  - It will be informed by all of NIC’s current plans and have a focus on labour market outcomes, students’ demands for flexible learning, input from communities on delivery formats, the impacts of technology and a growing awareness of mental health and wellness.
  - The body of work will be done by the newly formed Academic Matters Working Group, made up of the current Department Chairs Working Group, the Associate Deans, a member of Indigenous Education and a member of the Office of Global Engagement. This group will be launched in September (2024) and meet monthly to create this roadmap which is expected to take a year. In January 2025, the group will reach out to students and other members of the college community for support.
- Another significant body of work NIC is undertaking is the first Strategic Enrolment Management planning process. This plan will encompass the life cycle of a student’s experience, including recruitment and retention. The plan will also include traditional data gathering such as enrolment patterns.
  - A new position has been created to lead this initiative and will be filled by Kathleen Haggith as the new Vice President College Experience.

7.2 (Verbal) Report from Indigenous Education (*K. Shopland*)

- A group of students are attending a New Zealand field school in Mikoto with the Maori Department there and another group are leaving tomorrow.
- Work is continuing on gathering updates for the *Working Together* year 3 dashboard. The reporting period is the end of June, and after the work is completed it will be taken to the Indigenous Education Council for approval in early September, then shared with the college community.
- There are some events scheduled for National Indigenous Day on June 21<sup>st</sup>. They will be sent out by NIC’s communications team.

7.2 Information noted regarding appointments to the Research & Ethics Board.

8. **Meeting Evaluation – Roundtable Discussion**  
Everyone agreed it was a good meeting.
9. **Next Meeting – June 7, 2024**
10. **ADJOURNED AT 11:45am**