

**MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL
HELD AT THE COMOX VALLEY CAMPUS & ON TEAMS ON FRIDAY, DECEMBER 12, 2025**

APPROVED

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- PRESENT:** Aisling Brady, Faculty, Comox Valley, *Chair*
Alex Blair, Faculty, Comox Valley
Alexia Birosh, Student, Comox Valley
Brooke McIntosh, Support Staff, Campbell River
Ethan Olson, Student, Comox Valley
Jennifer Fallis Starhunter, Faculty, Campbell River, *Chair, Curriculum & Fast Track*
Judith Marriott, Faculty, Comox Valley, *Chair, Planning & Standards*
Julia Baratto, Faculty, Port Alberni
Katherine Carpenter, Faculty, Comox Valley
Meghan Sheehan, Student, Comox Valley
Michael Androschuk, Faculty, Campbell River
Michelle Badger, Administration
Neil Cruickshank, Administration, Comox Valley
Rebecca Mackenzie, Faculty, Port Hardy
Sandra Milligan, Faculty, Campbell River
Tony Bellavia, Administration, Comox Valley
Roger Kishi, Board of Governors (BOG) Representative
Kara Foreman, Recording Secretary (RS)
- REGRETS:** Jocelyn Moreau, Faculty, Campbell River
Paris Gaudet, Support Staff, Comox Valley/Campbell River
Rahul Kumar, Student, Comox Valley
Lisa Domae, President (Ex-Officio)

1. Indigenous Acknowledgment

Declaration of Quorum: A. Brady declared quorum at 1:01pm.

2. Adoption of Agenda

Moved by J. Marriott / Seconded by A. Blair **TO ADOPT THE AGENDA FOR DECEMBER 12, 2025.**
MOTION CARRIED.

3. CONSENT AGENDA

Moved by M. Badger / Seconded by S. Milligan **TO APPROVE THE CONSENT AGENDA.**

3.1 MINUTES of the meeting on November 14, 2025 with an amendment to Item 4 – Omnibus:
Clarify text by adding “the portion of the original motion about assessment...”

3.2 Curriculum Proposals

3.2.1 Course Revision – ECC 125 The Learning Child – Part II – Planning for Play and the Environment

Fields Revised:

- Course Content
- Course Description
- Course Learning Outcomes
- Instructor Qualifications
- Additional Evaluation of Student Learning

3.2.2 Course Revision – ECC 157 Effective Interpersonal Communications

Fields Revised:

- Course Content
- Course Description
- Course Learning Outcomes
- Instructor Qualifications
- Additional Evaluation of Student Learning

- 3.2.3 Course Revision – ECC 224 The Learning Child – Infants and Toddlers – Part III
Fields Revised:
- Course Content
 - Course Description
 - Course Learning Outcomes
 - Instructor Qualifications
 - Additional Evaluation of Student Learning
- 3.2.4 Course Revision – ECC 264 Supported Child Care
Fields Revised:
- Course Content
 - Course Description
 - Course Learning Outcomes
- 3.2.5 Course Revision – HSW 250 Advanced Practice Experience
Fields Revised:
- Course Learning Outcomes
 - Grade Scale
 - Hours
 - Instructor Qualifications
 - Course Content
- 3.2.6 Course Revision – SSW 123 Advanced Interpersonal Skills Practice
Fields Revised:
- Additional Evaluation of Student Learning
 - Course Code
 - Course Content
 - Course Description
 - Course Learning Outcomes
 - Course Title
- 3.2.7 Course Revision – SSW 205 Introduction to Group Work Practice
Fields Revised:
- Additional Evaluation of Student Learning
 - Course Content
 - Course Description
 - Course Learning Outcomes
 - Textbooks (if required for articulation only)
- 3.2.8 Course Revision – SSW 208 Social Work Practice in Mental Health and Addictions
Fields Revised:
- Course Description
 - Course Learning Outcomes
- 3.2.9 Course Revision – SSW 250 Advanced Practice Experience Social Services
Fields Revised:
- Course Content
 - Hours

MOTION CARRIED.

4. Business Arising

4.1 Omnibus Update – Amended Motion

Moved by J. Marriott / Seconded by J. Fallis Starhunter **TO APPROVE THE AMENDED OMNIBUS MOTION.**

Discussion:

Suggestions were made to clarify the language of the proposed amendment to the motion. Revisions were made at the table.

Final Language for Amended Motion

1. Affirmation of Flexible Evaluation

That Education Council reaffirms its support for flexibility in the evaluation of student learning, and confirms that the following statement remains an approved option for evaluation language:

“There will be multiple, varied forms of assessments to ensure evaluation is aligned with course learning outcomes. No one assessment will be worth more than 40% of the course grades. Weighting of each assessment form will be included on course outlines that will be provided to students on or before the first day of class.”

Education Council recognizes that some courses may require additional evaluation details for articulation or other academic purposes, and such details may be included in the ‘Additional Evaluation of Student Learning’ section of the ACD as needed.

2. Process for 2026/27 and Beyond

That Education Council supports halting the omnibus process but will approve the continued use of the flexible evaluation statement for all courses scheduled for the 2026/27 academic year, regardless of the current ACD evaluation language. A review of courses by decanal/division areas will be required to determine if the evaluation language currently stated on ACDs remains appropriate or needs to be updated. Proponents can choose to keep the prescriptive evaluation language or adopt the flexible evaluation statement with additional evaluation details as needed. Reviews should begin immediately and continue through the 2026/27 academic year. Once the number of identified courses requiring revisions is known, a plan will be developed to ensure all items are brought through the curriculum revision process and completed by the end of the 2027/28 academic year.

MOTION CARRIED.

5. Committee Reports

5.1 Education Council Chair Update

Tasks:

- Curriculum meetings
- Planning & Standards meetings (program review policy)
- Academic Governance Council meeting Nov 28th (provincial EdCo chairs)
 - EdCo chair releases
 - Ongoing provincial review and related impacts on BC College & Institute Act
 - EdCo review of policies & procedures
 - Desire to see change in legislative language about seat distribution and including a dedicated seat for an Indigenous voting member
- Board of Governors Campbell River luncheon
- Met with Curriculum Committee chair and Registrar to discuss curriculum deadlines for 2026/27 and 2027/28 academic years

5.2 Planning and Standards Committee

Chair Report (Verbal)

Program Review policy has been reviewed by the committee and been returned to the proponent with feedback. The proponent is also working on the Credential policy. We’re hoping to bring both of these policies to the EdCo table in the new year.

MINUTES of meetings in November 21, 2025

5.2.1 New Policy – Program Advisory Committee

Moved by J. Marriott / Seconded by B. McIntosh **TO APPROVE THE NEW POLICY – PROGRAM ADVISORY COMMITTEE.**

EFFECTIVE DATE: Immediately

Discussion:

This is a new policy so it may end coming back to EdCo in the future once it’s been implemented and necessary revisions are identified.

Q: The policy on policies says that if it's felt that the college community needs to know what the procedures are, they'll be attached as an appendix. As they have not been attached, is the assumption that people joining a PAC don't need to know how they are set up?

A: Including Procedures has been taken out of Planning & Standards hands. This is a question for VP Academic. Procedures are posted with approved policies on the NIC website.

Q's: It seems odd that EdCo is provided with less information than the public when deciding whether to approve policies.

How can we approve a policy if our questions are answered in the procedures, which we can't see? We should see if the procedures match the policy we're being asked to approve.

A's: In the past, when Procedures were included, the committee got bogged down in reviewing them, even though they are not under EdCo's purview, and slowed the approval process.

The Procedures are under the discretion of the administrator responsible for the policy and are updated frequently. The role of EdCo is to approve the policy itself.

Noted:

The EdCo chair noted that based on discussion at the Academic Governance table, most, if not all Ed Councils in the province review both the policy and the procedures prior to approving just the policy. As an exception, BCIT's legal counsel requires them to approve both policy and procedures.

While it's standard practice in the province to see the procedures when reviewing policy, we would need to be very clear that they are not part of EdCo's governance and could not be a reason to slow the approval of policies. However, it's understandable that it's difficult for EdCo to understand a policy fully without seeing the procedures.

And some institutions, like Camosun, have very clear processes where procedures, while not being approved by Council, receive notification when the procedures have been revised.

Also noted by the PS chair, once the policy is approved and posted with the procedures, anyone in the college community can reach out to the administrator responsible with any concerns or suggestions.

MOTION CARRIED. 1 OPPOSED.

5.3 Curriculum Committee

Chair Report (Verbal)

This month we conducted an experiment to allow proponents to make simple edits based on members' comments after the consent agenda was created. This was to eliminate taking time to make simple changes (spelling, punctuation etc.) at the meeting. The experiment had mixed results and needs fine tuning.

MINUTES of October 24, 2025 (ECC)

MINUTES of November 21, 2025 (HSW, SSW)

5.3.1 Course Revision – ECC 140 Practice Experience I

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

EFFECTIVE/START DATE: FA 2026

Discussion:

Proponent made all simple edits (punctuation, capitalization & typos) prior to meeting

Course Content: noted that this is mandated by the ECE registry

Learning Outcome #6: (also in other courses) This is a huge learning outcome encompassing multiple competencies.

Faculty have been advocating for updates to their provincial curricular competencies for more than 20 years. They've seen a draft of proposed edits and are hoping to bring them to EdCo in the next year.

No Revisions

Fields Revised:

- Course Content
- Course Description
- Course Learning Outcomes

- Instructor Qualifications

MOTION CARRIED.

Items 5.3.2 – 5.3.6 were taken together

- 5.3.2 Course Revision – ECC 141 Practice Experience II**
- 5.3.3 Course Revision – ECC 142 Practice Experience III**
- 5.3.4 Course Revision – ECC 245 Practice Experience – Special Needs**
- 5.3.5 Course Revision – ECC 246 Practice Experience – Infants and Toddlers**
- 5.3.6 Course Revision – ECC 268 Supervising Early Childhood Education**

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

EFFECTIVE/START DATE: FA 2026

No Revisions:

Fields Revised ECC 141, 142:

- Course Content
- Course Description
- Course Learning Outcomes
- Instructor Qualifications

Fields Revised ECC 245, 246, & 268:

- Course Content
- Course Description
- Course Learning Outcomes
- Instructor Qualifications
- Additional Evaluation of Student Learning

MOTION CARRIED.

5.3.7 Program Revision – Human Service Diploma

Moved by J. Fallis Starhunter / Seconded by S. Milligan **TO APPROVE THE PROGRAM REVISION.**

EFFECTIVE/START DATE: FA 2026

Discussion:

Request to add Indigenous education courses to the listed options of electives. They all have university transferability.

Revisions:

Add Indigenous education courses to list of electives.

Fields Revised:

- Course Requirements
- Program Learning Outcomes

MOTION CARRIED.

5.3.8 Course Revision – HSW 136 Holistic Health and Well-Being

Moved by J. Fallis Starhunter / Seconded by M. Androschuk **TO APPROVE THE COURSE REVISION.**

EFFECTIVE/START DATE: FA 2026

Discussion:

Prerequisite for course was ENG 11 and ENG 12 for program. This is ok. Proponent changed prerequisite to ENG 12. This would require posting for 1 year and is past deadline.

Content re stress; needs clarification.

Revisions:

Change prerequisite back to ENG 11.

Content: add “Practitioner...”

Content: add “approaches: to “Trauma informed...”

Fields Revised:

- Course Content

- Course Description
- Course Learning Outcomes

MOTION CARRIED.

Items 5.3.9 – 5.3.11 were taken together

- 5.3.9 Course Revision – HSW 140 Indigenous Focus Human Service Practice Experience I**
- 5.3.10 Course Revision – HSW 144 Indigenous Focus Human Service Practice Experience II**
- 5.3.11 Course Revision – HSW 170 Educational Assistant/Community Support Practice Experience I**

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

EFFECTIVE/START DATE: FA 2026

Discussion:

HSW 140 & 170; clarifying seminar hours. No change.

Learning Outcome 3 was updated.

All 3 courses; inclusion of intercultural and Indigenous learning outcome was done.

No Revisions

Fields Revised HSW 140 & 144:

- Course Description
- Hours
- Course Title

Fields Revised HSW 170:

- Course Description
- Hours

MOTION CARRIED.

- 5.3.12 Course Revision – HSW 174 Human Service Practice Exp II**

Moved by J. Fallis Starhunter / Seconded by S. Milligan **TO APPROVE THE COURSE REVISION.**

EFFECTIVE/START DATE: FA 2026

Discussion:

Title change; all other spell out “Exp”

Revisions:

Title; Spell out “Experience”

Fields Revised:

- Course Description
- Hours

MOTION CARRIED.

- 5.3.13 Program Revision – Social Service Diploma**

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

EFFECTIVE/START DATE: FA 2026

Discussion:

Program learning outcomes: formatting was fixed.

Admission requirements re high school graduation. ENG 12 supersedes that so no change.

Revisions:

Add Indigenous education course to list of elective options.

Additional information: change “student advisors” to “advisor or navigator”

Fields Revised:

- Course Requirements
- Program Learning Outcomes

MOTION CARRIED.

5.3.14 Course Revision – SSW 121 Interpersonal Communication and Relationship-Building

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

EFFECTIVE/START DATE: FA 2026

No Revisions

Fields Revised:

- Course Learning Outcomes
- Course Title

MOTION CARRIED.

Items 5.3.15 – 5.3.16 were taken together

5.3.15 Course Revision – SSW 150 Social Services Practice Experience I

5.3.16 Course Revision – SSW 201 Family Relationships

Moved by J. Fallis Starhunter / Seconded by M. Androschuk **TO APPROVE THE COURSE REVISIONS.**

EFFECTIVE/START DATE: FA 2026

No Revisions

Fields Revised SSW 150:

- Course Description
- Hours

Fields Revised SSW 201:

- Additional Evaluation of Student Learning
- Course Content
- Course Learning Outcomes
- Textbooks (if required for articulation only)

MOTION CARRIED.

5.3.25 Course Revision – SSW 210 Community Development

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

EFFECTIVE/START DATE: FA 2026

Discussion:

Content; standalone “advocacy” – needs more

Revisions:

Content: add advocacy “skills”

Fields Revised:

- Course Content
- Course Learning Outcomes

MOTION CARRIED.

6. New Business

6.1 Bylaw Revisions

Moved by S. Milligan / Seconded by B. McIntosh **TO APPROVE THE AMENDED BYLAWS**

EFFECTIVE DATE: Immediately

Discussion:

This update to the bylaws is largely due to changes being made by the Registrar to our election rules and procedures. Other minor revisions to the bylaws are included in this update.

Members made suggestions for clarifying language. Once approved, the document will be cleaned up and posted in the appropriate locations for access by the college community.

MOTION CARRIED.

7. Information / Correspondence

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

- Step 2 of the Expedited Program Impact Assessment (EPIA) is coming to an end. This involves a review of programs in alignment with the provincial mandate. Decisions will be communicated in January 2026.
- Working through the Strategic Enrollment Management (SEM) process, under the direction of K. Haggith, there is a program planning prioritization process which will unfold in the spring. Deans and directors, working with their faculty and department chairs, will be responsible for communicating a 3-year rolling plan of their programs to the college community.
- Also under SEM, a new program development process is being designed, using a centralized approach through the office of the VP Academic and led by K. Haggith. These programs will be aligned with the provincial mandate.
- Re President's memo from Nov 25, 2025; Don Avison has been contracted by the ministry to review the sustainability of post-secondary in BC. Components of this review include governance, operational structure, sustainability, efficiency and possible consolidation. The results of this review will be provided to the minister on March 15th. It is unknown when they will be released to the public. Members were encouraged to read the memo and become familiar with the terms of reference of this review.

Q: Re duplicate programs, if demand is there to support programs in different institutions, how will that impact decision making?

A: The focus is on efficiency and sustainability, but it's unknown how this will be managed by the ministry.

Noted: Faculty have received the request for feedback through NIC Faculty Association (NICFA) and were encouraged to participate.

Students did not receive the president's memo. **ACTION:** The EdCo chair will share the document with all members of Council.

Q: Will EdCo be asked to provide any consultation on the governance aspect of the review?

A: It's possible, as there may be community consultation, but unknown.

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

- The department is developing an employee resource page on MyNIC. It will house employee information and resources not appropriate for the website, including the framework for Indigenous-led education and training.
- Nations are finally hearing back about their Indigenous Skills Training and Education Program (ISTE) proposal regarding provincial funding that they can apply for to bring education and training into their communities.
- The department is continuing their work on pilots for the journey to reconciliation training. They've been receiving lots of good feedback and using it to make changes.

8. Meeting Evaluation – Roundtable Discussion

BOG representative R. Nishi, attended a Curriculog system orientation with Barb Biggs and will be recommending to the board chair that a similar session be provided to the BOG. He found it very helpful. Everyone agreed it was a good meeting.

9. Next Meeting – January 16, 2026

10. ADJOURNED AT 3:28pm