

MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL

HELD ON TEAMS ON FRIDAY, JUNE 5, 2026

APPROVED

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*
Jocelyn Moreau, Faculty, Campbell River
Meghan Sheehan, Student, Comox Valley
Michelle Badger, Administration
Neil Cruickshank, Administration, Comox Valley
Rahul Kumar, Student, Comox Valley
Rebecca MacKenzie, Faculty, Port Hardy
Tony Bellavia, Administration, Comox Valley
Tony Trudel, Comox Valley, *Chair, Planning & Standards*
Kara Foreman, *Recording Secretary (RS)*

REGRETS: Julia Baratto, Faculty, Port Alberni
Katherine Carpenter, Faculty, Comox Valley
Kelly Shopland, Administration, Comox Valley
Michael Androschuk, Faculty, Campbell River
Sandra Milligan, Faculty, Campbell River
Lisa Domae, President (Ex-Officio)

1. Indigenous Acknowledgment

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

2. Adoption of Agenda

Moved by B. McIntosh / Seconded by A. Birosh **TO ADOPT THE AGENDA FOR MAY 5, 2026 WITH AMENDMENT**

The chair requested moving item 7.3 into item 5.3.

MOTION CARRIED.

3. CONSENT AGENDA

Moved by R. MacKenzie / Seconded by J. Fallis Starhunter **TO APPROVE THE CONSENT AGENDA.**

3.1 MINUTES of the meeting on May 8, 2026

3.2 Curriculum Proposals

3.2.1 Program Revision – Health Care Assistant Certificate

EFFECTIVE/START DATE: FA 2026

Fields Revised

- Admission Requirements

3.2.2 Course Revision – ABG 102 Governance and Organizational Structures

EFFECTIVE/START DATE: FA 2026

Fields Revised

- Corequisite(s)
- Course Learning Outcomes
- Post Secondary Prerequisite(s)
- Course Content
- Course Description

3.2.3 Course Revision – ABG 110 Community Development and Planning

EFFECTIVE/START DATE: FA 2026

Fields Revised

- Course Content
- Course Learning Outcomes
- High School Prerequisite(s)
- Post Secondary Prerequisite(s)
- Course Description

3.2.4 Course Revision – ABG 111 Economic Development

EFFECTIVE/START DATE: FA 2026

Fields Revised

- Course Content
- Course Learning Outcomes
- High School Prerequisite(s)
- Post Secondary Prerequisite(s)
- Course Description

3.2.5 Course Revision – ABG 125 Finance

EFFECTIVE/START DATE: FA 2026

Fields Revised

- Course Content
- Course Learning Outcomes
- High School Prerequisite(s)
- Post Secondary Prerequisite(s)
- Course Description

MOTION CARRIED.

4. Business Arising – None

5. Committee Reports

5.1 Education Council Chair Update

Tasks:

- Attended May Curriculum Committee meeting
- Attended & lead the Academic Governance Subcommittee meeting
- Attended the Academic Governance Council meeting on June 1st. (all provincial EdCo chairs)
Discussions included:
 - Academic governance best practices
 - Advisory role of EdCo to the Board of Governors (BOG)
 - More strategic approach to looking at AI in academics
 - Program revisions to increase student admissions
 - Reducing prerequisites and barriers to entry to help program completion and student retention
- Request to complete survey regarding meeting format for next academic year (online vs hybrid)

5.2 Academic Governance Subcommittee

Chair Report (Verbal)

- Committee is looking at policy and the alignment of policy with the BC College & Institute Act.
- Identifying items that could go on the program cancellation form to assist EdCo in their review prior to giving advice to the BOG.
- Committee will be meeting with T. Bellavia and K. Haggith in the fall.

Minutes of May 28, 2026

5.3 Planning and Standards Committee

Chair Report (Verbal)

T. Trudel stated that he now has an employment contract with NIC and confirmed his role as chair. He has had meetings with the EdCo chair and the Recording Secretary for an orientation into the role.

June meeting was cancelled as no policy was ready for review.

Item moved from 7.3

Planning & Standards 2026-27 (Draft)

This document was created to give policy developers a timeline for policies to reach the EdCo table for approval. Changes based on feedback from Education Team (ET) were added to the document. Each policy submitted for review will include:

- Procedures (for information)
- Cover sheet with a rationale for the policy, a summary of significant changes and the proponent's goal (e.g. new policy, replacing old policy or revising existing policy)
- A list of substantive edits to accompany the final draft of the policy and any other key explanations or other helpful information.
- Tracked changes will be removed after each review to ensure a clean document.
- Proponents will be advised of the community review period so they can address any questions or concerns that arise.

It was noted that at NIC, EdCo doesn't have the authority to approve procedures but it's standard practice in the province that EdCo have access to the procedures when reviewing policy. At some institutions, policies and procedures are both approved by EdCo.

Policy 1-14 is the guiding document for policy development at NIC.

5.4 Curriculum Committee

Chair Report (Verbal)

First time all items were added to consent agenda. The proponents were acknowledged for their work. The chair sent an email encouraging participation on the committee. Five new members were added as a result.

Minutes of May 15, 2026

6. New Business – None

7. Information / Correspondence

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

- After 30 years of service with the college, K. Kuhnert retires on June 19th. K. Shopland takes on role of Vice President of Students and Community Engagement on July 22nd.
- The EdCo administrator position replacing K. Shopland will be nominated by the President when she returns.
- A new Director of Indigenous Education will be hired and will likely take the administrator seat on Council.
- Looking forward to meeting with the Academic Governance Subcommittee to get their feedback on how to integrate EdCo's feedback within the cancellation form and process to ensure EdCo feels it is providing adequate advice.
- Anticipate bringing forward some programs for cancellation in the fall.
- Phase 3 of the suspension process will be completed at the end of June. An update will be provided to the community in the fall.

7.2 (Verbal) Report for the Director, Indigenous Education (*T. Bellavia*)

- Attended the last day of the Indigenous Field School with students, faculty and administrators from schools in Hawaii, New Zealand and Mexico. Acknowledgement to the Indigenous Education department and the Office of Global Engagement for creating this opportunity to come together to share culture and experiences.

8. Meeting Evaluation – Roundtable Discussion

Everyone agreed it was a good meeting. Appreciation was expressed for everyone's participation over the academic year. Congratulations to graduating students.

9. Next Meeting – September 25, 2026

10. ADJOURNED AT 1:45pm