

MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL HELD
AT THE COMOX VALLEY CAMPUS ON FRIDAY, JUNE 2, 2017

APPROVED

PRESENT: Dennis Lightfoot, Faculty, Comox Valley (Chair)
Tony Bellavia, Administration
Marie Ducharme, Faculty, Comox Valley
Kathleen Haggith, Administration
Brad Harsell, Faculty, Campbell River
RaeAnn Hartman, Faculty, Comox Valley
Caitlin Hartnett, Faculty, Mt. Waddington
Brooke McIntosh, Support Staff, Campbell River (ITV)
Bill Morrison, Faculty, Ucluelet (ITV)
Mac Newton, Faculty, Comox Valley
Gillian Northwood, Staff, Comox Valley
Amy Rowes, Faculty, Campbell River
Haley Sullivan, Student, Comox Valley
Lisa Domae, Acting President
Kara Foreman, Recording Secretary (RS)

REGRETS: Alexia deGroot, Student, Comox Valley
Kathleen Kuhnert, Administration
Judith Marriott, Faculty, Comox Valley
Jerry Mundi, Student, Comox Valley
Lou-ann Neel, Administration
Ben O'Connor, Student, Comox Valley
John Bowman, President

1. Declaration of Quorum

D. Lightfoot declared quorum at 12:31pm.

2. Adoption of Agenda

Moved by T. Bellavia / Seconded by B. Harsell TO APPROVE THE AGENDA FOR JUNE 2, 2017.

T. Bellavia asked to provide an update on changes to the K-12 curriculum, time permitting.

MOTION CARRIED

3. Review of Minutes of the Meeting

Moved by B. Harsell / Seconded by C. Hartnett TO APPROVE THE MINUTES OF THE MEETING OF MAY 12, 2017.

Approved as presented.

MOTION CARRIED.

4. Business Arising - None

5. Committee Reports

5.1 Education Council Chair Update/Information

D. Lightfoot reviewed his report. There were no questions.

5.2 Planning and Standards Committee – No meeting

5.3 Strategic Plan Committee

D. Lightfoot stated that he brought the draft plan to Senior Education Team (SET). They provided comments and suggestions which he will use to amend the plan.

5.4 Fast Track Committee

Minutes of May 2017

5.4.1 Course Revision – SSA 101 Space Science and Astronomy: An Introduction to Deep Space Astronomy

Moved by M. Ducharme / Seconded by G. Northwood TO APPROVE THE COURSE REVISION.

EFFECTIVE/START DATE: FA 2017

Rationale from form:

The format of “Web-based” isn’t appropriate as this is a delivery method and not the one that will be used the next time the course is offered. This course is scheduled for ITV in the winter of 2018.

Discussion:

Council agreed that further changes are required to the learning outcomes of this course before it is approved finally. The change to format has been approved by Fast Track for the next delivery and recommendations were made for housekeeping changes to the description and prerequisites.

Action Items:

Description: Move last sentence to under prerequisites.

Prerequisites: Add English 12 First Peoples, remove NIC ENG 060.

MOTION DENIED.

5.5 Curriculum Committee

Minutes of Curriculum Meetings – May 19, 2017

Documents for Review

5.5.1 Course Revision - ENG 035 Intermediate English

Moved by K. Haggith / Seconded by B. Harsell TO APPROVE THE COURSE REVISION.

EFFECTIVE/START DATE: FA 2017

Rationale from form:

As part of an ACD review, the learning outcomes have been reformatted to match the outcomes of the 2016/2017 Provincial Articulation Guide for ABE Intermediate English. This consolidates the long detailed list of specific learning outcomes in the current ACD to a more concise list reflecting the same outcomes but as worded in the articulation guide. In addition, while the basic essay is listed in the course content, it was not listed in the learning outcomes section. The Intermediate English will only be offered by continuous intake. As a result, the oral presentation assignment has been removed from the assessment. In the new reality of all continuous entry ABE English courses, the ENG 035 students have the same number of weeks and hours of access to the instructor to complete this course. By reducing the number of credits to 2, it will match the other ABE English courses at the Advanced and Provincial levels.

Discussion:

None.

MOTION CARRIED.

5.5.2 Program Revision – Office Management Certificate

Moved by K. Haggith / Seconded by T. Bellavia TO APPROVE THE PROGRAM REVISION AS AMENDED.

EFFECTIVE/START DATE: FA 2018

Rationale from form:

This revision expands the ABT Office Management Certificate from 6 to 10 courses (18 credits to 30 credits). The new courses are existing BUS courses (BUS 100, 152, 162, and 170). No course revisions in either area are required. With this revision, the School of Business will accept any and all of ABT 200, 210, 220, 230, 240, and 250 for credit toward their full range of credentials. Completion of all of these 6 ABT courses will secure students advanced standing in the Business Administration Certificate as detailed in the attached materials. The revised program will be 30 credits and offered such that students will be eligible for student loans. The revised program will enhance student advancement and retention in ABT and, potentially, in BUS programs (through access to ABT OM credential).

Discussion:

Clarify if non ABT courses require a passing grade only.

Action Items:

Update the program revision form with the additional changes requested at Curriculum Committee.

MOTION CARRIED.

5.5.3 Items 5.5.3 – 5.5.5. were taken as a bundle.

New Course – AED 068 Basic Computer Skills 2

Moved by K. Haggith / Seconded by C. Hartnett TO APPROVE THE NEW COURSES AED 068, 069 AND 070 AS AMENDED.

EFFECTIVE/START DATE: FA 2017

Rationale from form:

Basic computer skills are required to succeed in many jobs and to participate more independently in life. Presently NIC offers one basic computer skills course for ASD students. Students require more courses than what we presently offer to practice and/or refine their computer skills. This course is being developed in order for students to have the opportunity of time and multiple years of learning to develop their skills.

Discussion:

None

Action Items: (apply to all 3 courses)

Instructor Qualifications: fix spelling B.Ed

Effective date is Fall 2017

MOTION CARRIED.

5.5.4 New Course – AED 069 Computer Foundations 2

As above

5.5.5 New Course – AED 070 Intermediate Computer Skills 2

As above

5.5.6 Items 5.5.6 – 5.5.10 were taken as a bundle.

Course Revision – HSR 160 Framework for Practice

Moved by K. Haggith / Seconded by M. Newton TO APPROVE THE COURSE REVISIONS TO HSR 160, 161, 162, 170, AND 171 AS AMENDED.

EFFECTIVE/START DATE: FA 2018

Rationale from form:

This information was not previously included on the ACD.

Discussion:

None.

Action Items:

Update course revision forms to reflect additional changes from Curriculum Committee.

Remove BCCAT information from Transfer Status.

MOTION CARRIED.

5.5.7 Course Revision – HSR 161 Activity for Well Being

As above.

5.5.8 Course Revision – HSR 162 Programming for Individuals with Cognitive Impairments

As above.

5.5.9 Course Revision – HSR 170 Practice Experience I

As above.

5.5.10 Course Revision – HSR 171 Practice Experience II

As above.

5.5.11 New Course – LIB 160 Culture, Communication and Global Citizenship

Moved by K. Haggith / Seconded by T. Bellavia TO APPROVE THE NEW COURSE AS AMENDED.

EFFECTIVE/START DATE: FA 2017

Rationale from form:

Within higher education there is an identified need to ensure that all students are equipped for success to meet the demands of global citizenship in an increasingly connected world. Moreover, the College 2020 plan highlights International and Aboriginal Education as key

elements of the College's strategic plan. A key requirement of UT Studies and other programs at the College, is to provide students with a foundational knowledge in global citizenship and a deeper understanding of indigenous issues (historically, currently with reference also to the recommendations of the Truth and Reconciliation Commission, and in terms of providing space for a wider variety of voices to be heard regarding what is knowledge etc.). Creating a course that crosses disciplines and draws on the expertise of existing faculty is an ideal way of optimizing current resources and of ensuring this educational opportunity is available to as many students as possible as an elective. There is no current course at NIC that offers students the opportunity to explore issues around diversity and intercultural communication within the context of understanding what it means to be a global citizen.

Further, past and current world events demonstrate that recognizing our common humanity is the only way forward to avoid further catastrophic wars and environmental disasters. A recurring theme of the annual NAFSA conference in 2015 (a pre-eminent organization in the field of international education) was the important role of education in building a sustainable and ethical future. Given current world events, this role is ever more evident.

Discussion:

Changes suggested as noted below.

Action Items:

Correct the course title on authorization form.

Remove 1st sentence in description.

Make changes to instructor qualifications.

MOTION CARRIED.

5.5.12 Items 5.5.12 – 5.5.16 were taken as a bundle.

New Program – Carpentry Apprenticeship Harmonized

Moved by K. Haggith / Seconded by C. Hartnett TO APPROVE THE NEW

PROGRAM AND NEW COURSES CRH 100, 200, 300 AND 400. *(Note: these documents were submitted on program and course revision forms but are actually a new program and courses.)*

EFFECTIVE/START DATE: April 1, 2017

Rationale from form:

To align programming with ITA requirements and pan-Canadian program Harmonization.

Discussion:

None.

MOTION CARRIED.

5.5.13 New Course – CRH 100

As above

5.5.14 New Course – CRH 200

As above

5.5.15 New Course – CRH 300

As above

5.5.16 New Course – CRH 400

As above

5.5.17 Items 5.5.17 – 5.5.20 were taken as a bundle.

New Program – Welder Apprenticeship Harmonized

Moved by K. Haggith / Seconded by C. Hartnett TO APPROVE THE NEW

PROGRAM AND COURSES WDH 100, 200 AND 300.

EFFECTIVE/START DATE: April 1, 2017

Rationale from form:

The faculty of Trades and Technical programs are converting all Welder Apprenticeship programming from the former CAT B process to the required ACD process.

The ITA is aligning all BC programming with pan-Canadian Trades programming under what is known as the Harmonization Initiative. NIC is required to implement program adjustments as per this initiative.

Discussion:

None.

MOTION CARRIED.

5.5.18 New Course – WDH 100

As above

5.5.19 New Course – WDH 200

As above

5.5.20 New Course – WDH 300

As above

5.5.21 Items 5.5.17 – 5.5.20 were taken as a bundle.

New Program – Automotive Service Technician Foundation Harmonized

Moved by K. Haggith / Seconded by R. Hartman TO APPROVE THE NEW PROGRAM AND COURSES AMH 100, 101 (with clarification noted), 102, 103, 104, 105, 106, 107, 108, AND 109.

EFFECTIVE/START DATE: April 1, 2017

Rationale from form:

The faculty of Trades and Technical programs are converting all Automotive Service Technician Foundation programming from the former CAT B process to the required ACD process.

The ITA is aligning all BC programming with pan-Canadian Trades programming under what is known as the Harmonization Initiative. NIC is required to implement program adjustments as per this initiative.

Discussion:

None.

MOTION CARRIED.

5.5.22 New Course – AMH 100

As above

5.5.23 New Course – AMH 101

Action Items:

Confirm effective date: Fall 2017 or 2018

5.5.24 New Course – AMH 102

As above

5.5.25 New Course – AMH 103

As above

5.5.26 New Course – AMH 104

As above

5.5.27 New Course – AMH 105

As above

5.5.28 New Course – AMH 106

As above

5.5.29 New Course – AMH 107

As above

5.5.30 New Course – AMH 108

As above

5.5.31 New Course – AMH 109

As above

6. New Business – None

7. Correspondence/Information

7.1 D. Lightfoot reminded members about the Peter Arthur curriculum workshops on June 8th and 9th.

7.2 Additional item – T. Bellavia provided an update on the K-12 curriculum changes:
This involves major changes to curriculum which will impact NIC’s admission requirements. Changes to Grades 10-12 will be released consecutively July 1, 2018 which means that new admission requirements and prerequisites will need to be in place for September 2019. A workflow process to implement these changes will be mapped out in the fall of 2017. He advised Council to expect a much heavier workload for Curriculum Committee and EdCo in the next 2 years.

8. Meeting Evaluation – Roundtable Discussion

It was generally agreed that it was a good meeting.

9. Next Meeting – TBC

10. ADJOURNED AT 1:55pm