

NORTH ISLAND COLLEGE EDUCATION COUNCIL
MINUTES OF THE BUSINESS MEETING - FRIDAY, JANUARY 19, 2018 – Port Hardy Campus
APPROVED

PRESENT: Dennis Lightfoot, Faculty, Comox Valley (Chair)
Terri Bateman, Faculty, Comox Valley (Skype)
Tony Bellavia, Administration
Alix Carrel, Faculty, Comox Valley (Skype)
Marie Ducharme, Faculty, Comox Valley (Skype)
Kathleen Haggith, Administration
Brad Harsell, Faculty, Campbell River
Kathy Heywood, Faculty, Comox Valley
Judith Marriott, Faculty, Comox Valley (Skype)
Jan Meiers, Faculty, Comox Valley (Skype)
Lou-ann Neel, Administration
Danita Schmidt, Faculty, Mount Waddington
Nicolas Schofield, Student, Mount Waddington
Heather Thompson, Support Staff, Port Alberni (Skype)
Kara Foreman, Recording Secretary (RS)

REGRETS: Kathleen Kuhnert, Administration, Comox Valley
Bert Holden, Student, Port Alberni Campus
Shirley Mutoni, Student, Comox Valley
Amy Rowes, Faculty, Campbell River
John Bowman, President (Ex-Officio)

1. Declaration of Quorum at 12:35pm

2. Adoption of Agenda

Moved by T. Bellavia / Seconded by B. Harsell TO APPROVE THE AGENDA FOR JANUARY 19, 2018.

Addition: 5.3: Update on Aboriginal Education Plan and work plan progress report.

MOTION CARRIED

ICE BREAKER EXERCISE

3. Approval of Education Council Minutes of December 15, 2017

Moved by K. Heywood / Seconded by B. Harsell TO APPROVE THE MINUTES FOR DECEMBER 15, 2017.

Approved as is.

MOTION CARRIED

4. Business Arising – None

5. Discussion Topics

5.1 5.1.0 Chair Report (late addition to the agenda)

- The chair proposed holding the January meeting (which has traditionally been cancelled) as an annual “retreat” type meeting to discuss strategic priorities for the coming year and any other relevant topics.
- He also suggested that at least one meeting each year be held at a different campus in a rotation.

5.1.1 Strategic Plan

- Council members reviewed the draft Strategic Plan and made several suggestions for revisions and additions. The document will be updated and available on the Education Council team site.

5.1.2 Ad Hoc Committee Members

- The chair will confirm previous members’ continued participation.

- There was a request to ensure Aboriginal Education is represented on the committee.
- The chair asked for volunteer members and someone to chair the committee.

Volunteers:

- Lou-ann Neel (Kelly Shopland)
- Kathy Heywood
- Kathleen Kuhnert (TBC)
- Nic Schofield (Chair)

5.2 Curriculum Development & Review Process

- The chair reviewed a draft proposal with suggestions on improving the curriculum development and approval processes. He requested feedback and suggestions from Council members.
- Several new processes are being tested to improve usability and ensure quality assurance. These processes were outlined by the recording secretary with a draft handbook. These improvements have received mostly positive feedback from faculty but there are still outstanding issues.
- Christine Hodgson has been hired as a consultant to help identify barriers and research possible solutions including best practices at other institutions.
- The chair asked for volunteers and he will confirm the continued participation of current members. It was suggested that Terri Bateman be invited to participate on the committee.

5.3 Update on Aboriginal Education Plan and work plan progress report.

- It was noted that this topic was covered during the Strategic Plan discussion.

6. New Business – None**7. Correspondence/Information – None****8. Meeting Evaluation – Roundtable Discussion****9. Confirmation of Next Meeting –February 9, 2018****10. Adjournment 3:32**