

MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL HELD
AT THE COMOX VALLEY CAMPUS ON FRIDAY, MARCH 9, 2018

APPROVED

PRESENT: Dennis Lightfoot, Faculty, Comox Valley (Chair)
Terri Bateman, Faculty, Comox Valley (ITV)
Tony Bellavia, Administration
Marie Ducharme, Faculty, Comox Valley
Kathleen Haggith, Administration
Brad Harsell, Faculty, Campbell River
Kathy Heywood, Faculty, Comox Valley
Kathleen Kuhnert, Administration, Comox Valley
Judith Marriott, Faculty, Comox Valley
Brooke McIntosh, Support Staff, Campbell River (Phone)
Jan Meiers, Faculty, Comox Valley
Lou-ann Neel, Administration
Amy Rowes, Faculty, Campbell River
Danita Schmidt, Faculty, Mount Waddington (ITV)
Nicolas Schofield, Student, Mount Waddington (Phone)
Heather Thompson, Support Staff, Port Alberni (ITV)
John Bowman, President (Ex-Officio)
Kara Foreman, Recording Secretary (RS)

REGRETS: Alix Carrel, Faculty, Comox Valley
Bert Holden, Student, Port Alberni Campus
Shirley Mutoni, Student, Comox Valley

1. Declaration of Quorum

D. Lightfoot declared quorum at 12:34pm.

2. Adoption of Agenda

Moved by T. Bellavia / Seconded by M. Ducharme TO APPROVE THE AGENDA FOR MARCH 9, 2018.

Addition: 6.2 Discussion of honoraria for student members of Ed Council.

MOTION CARRIED

3. Review of Minutes of the Meeting

Moved by B. Harsell / Seconded by J. Meiers TO ADOPT THE MINUTES OF THE MEETING OF FEBRUARY 9, 2018.

Adopted as presented.

MOTION CARRIED.

4. Business Arising - None

5. Committee Reports

5.1 Education Council Chair Update/Information

D. Lightfoot reviewed his report.

Report Highlights

- Curriculum Process Review Committee
- Steady progress toward a more streamlined and user-friendly process for curriculum development and approval without losing any rigor.
- Senior Education Team (SET) discussion of proposed process for making changes to the K-12 admission requirements. Decision to submit for approval and implementation as omnibus changes, with the option for programs and/or courses to opt out and submit their changes independently. Thanks to Jen Wrye for all her work on this project.

There were no questions.

5.2 Strategic Plan Committee – No meeting

5.3 *Planning and Standards Committee*

Minutes of 23 February 2018

K. Kuhnert stated that the committee continues to work on three policies. She hopes to have them ready for EdCo's review in June.

5.4 *Fast Track Committee – No meeting*

5.5 *Curriculum Committee*

Minutes of Curriculum Meetings – February 16, 2018

5.5.1 New Program – Aboriginal Leadership Certificate

Moved by K. Haggith / Seconded by B. Harsell TO APPROVE THE NEW PROGRAM.

EFFECTIVE/START DATE: FA 2018

Discussion:

Q. Will content be localized?

A. Yes, when courses are developed.

Q. Will courses be transferable?

A. Yes, in conversations with UVic & VIU. We share a program developer.

ACTION ITEMS:

Clarify program length. Full time 8 months

MOTION CARRIED.

5.5.2 New Course – ABG 100 Histories and Impacts of Colonization

Moved by K. Haggith / Seconded by M. Ducharme TO APPROVE THE NEW COURSE.

EFFECTIVE/START DATE: FA 2018

Discussion:

Q. Will these courses be open to students in other programs?

A. Yes, we want flexibility and to make courses available as electives.

ACTION ITEMS:

#6: add Certificate (on all courses)

#15: remove “will be explored” (last sentence)

MOTION CARRIED.

5.5.3 New Course – ABG 102 Governance and Organizational Structures

Moved by K. Haggith / Seconded by K. Heywood TO APPROVE THE NEW COURSE.

EFFECTIVE/START DATE: FA 2018

Discussion:

Q. Why include ENG 160 as co-requisite?

A. It will be replaced with ENG 161, an indigenized equivalent which is still under development.

ACTION ITEMS:

#6: same

#17: remove “or instructor permission”

MOTION CARRIED.

5.5.4 New Course – ABG 103 Vision, Values, Philosophies and Ethics

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

EFFECTIVE/START DATE: FA 2018

Discussion:

None.

ACTION ITEMS:

#6: same

MOTION CARRIED.

5.5.5 New Course – ABG 105 Politics, Policy and Practice

Moved by K. Haggith / Seconded by K. Heywood TO APPROVE THE NEW COURSE.

EFFECTIVE/START DATE: FA 2018

Discussion:

Recommend in future you include program structure in PDW to describe scaffolding.

ACTION ITEMS:

#6: same

#16: remove all but ABG 100

MOTION CARRIED.

5.5.6 New Course – ABG 110 Community Development and Planning

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

EFFECTIVE/START DATE: FA 2018

Discussion:

None.

ACTION ITEMS:

#6: same

MOTION CARRIED.

5.5.7 New Course – ABG 111 Economic Development

Moved by K. Haggith / Seconded by J. Meiers TO APPROVE THE NEW COURSE.

EFFECTIVE/START DATE: FA 2018

Discussion:

Concern about need for math prerequisites; there is no accounting level work in this course. Students will be employed in the field so will have requisite knowledge. Includes higher level concepts, not accounting. UVic doesn't have math prerequisite for their diploma.

ACTION ITEMS:

#6: same

MOTION CARRIED.

5.5.8 New Course – ABG 115 Human Resources

Moved by K. Haggith / Seconded by K. Heywood TO APPROVE THE NEW COURSE.

EFFECTIVE/START DATE: FA 2018

Discussion:

None

ACTION ITEMS:

#6: same

MOTION CARRIED.

5.5.9 New Course – ABG 120 Communications

Moved by K. Haggith / Seconded by M. Ducharme TO APPROVE THE NEW COURSE.

EFFECTIVE/START DATE: FA 2018

Discussion:

None

ACTION ITEMS:

#6: remove “program”

Suggestion: #17: add ENG 160 as corequisite

MOTION CARRIED.

5.5.10 New Course – ABG 125 Finance

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

EFFECTIVE/START DATE: FA 2018

Discussion:

None

ACTION ITEMS:

#6: add “Certificate”

MOTION CARRIED.

Thanks were extended to all those who participated in creating this program. It will be the first time a program like this is offered by a post-secondary on Vancouver Island.

5.5.11 New Course – NCN 096 Introduction to Nuuchahnulth Language

Moved by K. Haggith / Seconded by J. Meiers TO APPROVE THE NEW COURSE.

EFFECTIVE/START DATE: FA 2018

Discussion:

Q. Will 2 credits impact articulation?

A. There is no real value to credits on ABE courses. Part of the rationale for development is so that adults could use it if they want to get an adult diploma. It has been modelled after the Kwakwaka'wakw programs.

ACTION ITEMS:

None

MOTION CARRIED.

5.5.12 Program Revision – Hospital Unit Clerk Certificate

Moved by K. Haggith / Seconded by M. Ducharme TO APPROVE THE PROGRAM REVISION.

EFFECTIVE/START DATE: FA 2018

Discussion:

None

ACTION ITEMS:

None

MOTION CARRIED.

5.5.13 Course Revision – HUC 105 Unit Clerk Procedures and Observations

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

EFFECTIVE/START DATE: FA 2018

Discussion:

Need to clarify language in Instructor Qualifications

ACTION ITEMS:

Instructor Qualifications: clarify language

“BSN with 2 years’ experience teaching adults, or post-secondary education and/or a graduate of a recognized Unit Clerk Program, with a minimum...” and remove last sentence.

MOTION CARRIED.

5.5.14 Course Revision – HUC 106 Unit Clerk Practicum

Moved by K. Haggith / Seconded by T. Bellavia TO APPROVE THE COURSE REVISION.

EFFECTIVE/START DATE: FA 2018

Discussion:

Same as 105

ACTION ITEMS:

Same change as 105

MOTION CARRIED.

5.5.15 Course Revision – ENG 159 Professional Writing

Moved by K. Haggith / Seconded by J. Meiers TO APPROVE THE COURSE REVISION.

EFFECTIVE/START DATE: FA 2018

Discussion:

None

ACTION ITEMS:

None

MOTION CARRIED.

5.5.16 Course Revision – ENG 160 Effective Organizational Writing

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

EFFECTIVE/START DATE: FA 2018

Discussion:

Question re Level: should this include “University Transfer”?

No, SRO is in the process of standardizing the language and they will determine this.

ACTION ITEMS:

None

MOTION CARRIED.

6. New Business

6.1 Requesting updates to Education Council

DL has requested that regular updates be provided to Ed Council from SET and Aboriginal Education.

Acting Director of Aboriginal Education (L. Neel) provided an update:

- A brochure has been created which explains the Aboriginal Service Plan (ASP)
- The ASP’s intention is to reach out to departments who are currently working on indigenizing their course & program content as stated in the 2020 plan.
- The ASP in draft format has been brought to the Aboriginal Education Council and the Regional Advisory Committees.
- The CICAN Indigenous Education Protocol has eight goals which have been adopted as NIC’s goals and the ASP document describes these. Consultation with all the committees is ongoing.
- Policies on indigenizing curriculum are required and a plan for development is underway.
- A news bulletin is being created, which will be accessible on paper and on the new Aboriginal Education website page. There will be with quarterly updates.

6.2 Discussion on implementing honoraria for student members of Education Council.

NIC is one of only two colleges in BC that doesn’t provide honoraria to student members.

Suggestions offered by members:

- Offer tuition or text credits; (provided students are continuing their studies at NIC after membership)
- Cash is more valuable to students than gifts in kind
- Covering travel expenses to attend meetings in person

ACTION ITEMS:

D. Lightfoot will discuss possible options with the VP Learning & Students.

7. Correspondence/Information – None

8. Meeting Evaluation – Roundtable Discussion

It was generally agreed that it was a good meeting.

9. Next Meeting – April 13, 2018

10. ADJOURNED AT 2:42pm