

**NORTH ISLAND COLLEGE EDUCATION COUNCIL**  
**MINUTES OF THE BUSINESS MEETING**  
**FRIDAY, JANUARY 11, 2019 – Campbell River Campus**  
**APPROVED**

**PRESENT:** Brad Harsell, Faculty, Campbell River (Chair)  
Terri Bateman, Faculty, Comox Valley  
Tony Bellavia, Administration (ITV-CV)  
Alix Carrel, Faculty, Comox Valley (ITV-CV)  
Nitesh Chaudhary, Student, Comox Valley (ITV-CV)  
Jennifer Fallis-Starhunter, Faculty, Campbell River  
Kathy Heywood, Faculty, Comox Valley (by phone)  
Kathleen Kuhnert, Administration (ITV-CV)  
Dennis Lightfoot, Faculty, Comox Valley  
Judith Marriott, Faculty, Comox Valley (ITV-CV)  
Brooke McIntosh, Support Staff, Campbell River  
Jan Meiers, Faculty, Comox Valley (ITV-CV)  
Debbie Price, Student, Comox Valley  
Danita Schmidt, Faculty, Mount Waddington (ITV-CV)  
Kelly Shopland, Administration  
Nadine Simpson, Faculty, Comox Valley  
Heather Thompson, Support Staff, Port Alberni (ITV-PA)  
Tony Yaklin, Faculty, Campbell River  
Barry Minaker, BOG Representative (ITV-CV)  
John Bowman, President (Ex-Officio) (ITV-CV)  
Kara Foreman, Recording Secretary (RS)

**GUESTS:** Laurie Michaud, Faculty, Teaching & Learning Facilitator  
Alex Khan, Director, Marketing & Communications  
Randall Heidt, Vice President, Strategic Initiatives

**REGRETS:** Kathleen Haggith, Administration  
Peter Hoefgen, Student, Comox Valley

**1. Declaration of Quorum at 12:37pm**

**2. Adoption of Agenda**

**Moved by D. Schmidt / Seconded by D. Lightfoot TO APPROVE THE AGENDA FOR JANUARY 11, 2019.**

**MOTION CARRIED**

Round of introductions with favourite memory of NIC

**3. Business Arising – None**

**4. Discussion Topics**

**4.1 Teaching & Learning Facilitator (Laurie Michaud)**

- Update on facilitator role  
4 faculty facilitators: Terri Bateman, Margaret Hearnden, Sara Child & Laurie Michaud  
*Projects Underway:*
  - Developing new Program Review policy; reviewed by Planning & Standards Committee; now out for community feedback
  - Working 2 programs currently going through a pilot review process; Business & Human Service Worker
  - Travelling to different campuses to do sessions on student engagement, and BC Campus will present 2-day session on Liberating Structures in mid-June.
  - Have established team-based learning community of practice getting together and several new instructors interested in participating

- Exploring the role of faculty in supporting student mental health
- Also providing guidance to faculty in the process of writing learning outcomes for curriculum development
- Next steps on preparation for K-12 changes
  - Have completed updating program admission requirements
  - Now working on course level requirements; out to faculty for feedback; expect all those opted into omnibus changes will go through Curriculum Committee in February
  - In support of transition: Have representation on K-20 Collaboration Group led by VIU; a gathering of K-12 and post secondary educators meeting regularly to discuss next steps. All K-10 to K12 must have new curriculum in place by fall 2019.

#### 4.2 NIC's marketing plan and process (Alex Khan and Randall Heidt)

- Establishing an Advisory Committee and college-wide process to gather input and recommendations for the new Strategic Marketing Plan 2020-2025
  - Comprised of cross section of NIC employees and students
  - Committee will meet monthly over the next year, working in concert with College Plan 2020-2025 Committee, Senior Education Team, Department Chairs Working Group and others
  - Draft of meeting and planning schedule will be sent out to Advisory Committee in coming weeks for feedback
  - Meeting in late January to approve and begin work on the plan
- Will also do campus tours to gather feedback from community members (*Feedback: consider varying times to accommodate varied faculty schedules*)
- Undertaking similar process with external stakeholders & influencers (e.g. NIEFS, high school counsellors, parents and prospective students), as well as working with Aboriginal Advisory Council to consult with First Nations communities
- Information will be available on the portal, utilizing *Thought Exchange* software so the whole college community can provide input
- Hope to begin implementation of plan in December

#### 4.3 Institutional learning outcomes/graduate attributes

- Several universities have embraced this concept (e.g. VIU, TRU)
- Not yet implemented at post-secondary institutions in the province
- Suggest grass roots process in alignment with Plan 2020-2025
- Possible use of *Thought Exchange* software for discussion
- Brainstorming from Council members
  - Guide our graduates to be able to work well as team players
  - Using a visual process for brainstorming at June end of year celebration
  - Ensuring outcomes are measurable
  - Teaching students how to learn & take responsibility for their learning
  - High value placed on soft skills from industry partners (e.g. communication, collaboration and critical thinking skills)
  - Access & in-community programming
  - Including Indigenous learning outcomes & consideration of First People's principles of learning through community consultation
  - Mirroring faculty professional development with graduate attributes (e.g. if want self-directed, high functioning learners, also need self-directed, high functioning instructors)
  - Making "better students" – instilling academic confidence
  - Building a strong alumni association for graduates
  - Credentials help us track students after graduation even if transitioning
  - Incorporating more applied learning
  - Languaging institutional outcomes with college values and branding

- Forming long lasting, collaborative relationships with students that teach them to be more collaborative
- Making good students into great students
- Determining how we will measure whether we're meeting these outcomes
- Student appreciation of small class size and relationships with instructors
- Community building within classes

#### **4.4 Program naming process**

*Background:*

Issue raised at Curriculum Committee meeting regarding program revisions to Interactive Media; program names on documents from Marketing didn't match the program credential name. Need to identify the current process and determine how to ensure alignment.

- Marketing can advise departments on choosing appropriate names but not currently in formalized process
- Search engine optimization (SEO) is important in giving potential students access to the information they need to choose NIC programs. Program naming has big impact on SEO
- Recommend Marketing be involved in development process between feasibility and Curriculum Committee review, (per New Program policy) and include consultation with Student Records Office
- Recommend providing faculty developers with guidelines (cheatsheet) for appropriate program naming

#### **4.5 Consistent formatting of ACDs across programs**

*Removed from agenda*

#### **4.6 Learning environment and EdCo's role in future space planning**

*Removed from agenda*

6. **New Business – None**
7. **Correspondence/Information – None**

#### **Meeting Evaluation**

8. It was agreed that it was a good meeting and members appreciated having a longer discussion on important topics.
9. **Confirmation of Next Meeting –February 8, 2019**
10. **Adjournment 2:22**

**Campbell River Campus Tour – Thanks to Bryan Yells**