

MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL HELD  
VIA BLUEJEANS ON FRIDAY, NOVEMBER 20, 2020

**APPROVED**

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- PRESENT:** Wilma Gus, Faculty, Port Alberni, *Chair*  
Terri Bateman, Faculty, Comox Valley  
Tony Bellavia, Administration  
Alix Carrel, Faculty, Comox Valley  
Priyanka Chakraborty, Student, Comox Valley  
Sara Child, Faculty, Port Hardy, *Vice Chair*  
Heidi Deagle, Faculty, Comox Valley  
Natalie Deveaux, Faculty, Comox Valley  
Diana Fearn, Support Staff, Comox Valley  
Kathleen Haggith, Administration  
Kelly Johnsen, Faculty, Port Alberni  
Kathleen Kuhnert, Administration  
Braden Majic, Student, Campbell River  
Judith Marriott, Faculty, Comox Valley, *Chair, Planning & Standards*  
Ali Mayboudi, Faculty, Comox Valley  
Brooke McIntosh, Support Staff, Campbell River  
Chris Scarlatti, Student, Comox Valley  
Kelly Shopland, Administration  
Jason Taylor, Faculty, Campbell River  
Tony Trudel, Faculty, Campbell River  
Megan Wilson, Faculty, Comox Valley, *Chair, Curriculum*  
*Kara Foreman, Recording Secretary (RS)*
- GUEST:** Peggy Nelson, Administrative Manager, EVPA
- REGRETS:** Peter Hoefgen, Student, Comox Valley  
Patricia Trasolini, BOG Representative  
John Bowman, President (Ex-Officio)

**1. Declaration of Quorum**

W. Gus declared quorum at 12:33pm and asked for a round of introductions.

**2. Adoption of Agenda**

**Moved by C. Scarlatti / Seconded by K. Kuhnert TO ADOPT THE AGENDA FOR NOVEMBER 20, 2020.**

**MOTION CARRIED.**

**3. Review of Minutes of the Meeting**

**Moved by C. Scarlatti / Seconded by K. Kuhnert TO APPROVE THE MINUTES OF THE MEETING OF OCTOBER 16, 2020.**

Approved as presented.

**MOTION CARRIED.**

**4. Business Arising**

**4.1 Chair/Vice Chair elections conducted by Peggy Nelson, Administrative Manager, EVPA**

• **Chair**

C. Scarlatti nominated W. Gus. **W. Gus** elected as Chair by acclamation

• **Vice Chair**

W. Gus nominated A. Carrel. **A. Carrel** elected as Vice Chair by acclamation

**4.2 Follow up from Trades on EdCo's feedback on Admission Requirements**

- W. Gus acknowledged her agreement with the response from Trades regarding suggestions by Council members for changes to admission requirements presented at the Oct 16, 2020 meeting.

- She also noted that she and M. Wilson agreed to allow a change to implementation dates for new programs; Motor Sport and Power Equipment Technician Foundation, and Parts and Warehousing Person Foundation Certificate from Fall 2021 to Winter 2021 as funding has become available.

## 5. Committee Reports

### 5.1 Education Council Chair Update

W. Gus provided a verbal report of her activity since the previous meeting. There were no questions.

### 5.2 Planning and Standards Committee

J. Marriott reported that there was no meeting in October but there are two policies that the committee will be reviewing on November 27<sup>th</sup>. There were no questions.

### 5.3 Curriculum Committee

Minutes of October 30, 2020

- M. Wilson reported that the committee is exploring new processes to increase the efficiency of the curriculum review process. She will be presenting a draft plan to SET next week and will provide an update to Curriculum Committee on Nov 27<sup>th</sup> and EdCo on Dec 11<sup>th</sup>. Some of these changes are being tested in November curriculum process.
- She asked council for feedback on providing the video recording of the Curriculum meetings to the proponents after the meeting. It was agreed that because EdCo is an open meeting, there should be no issue with sharing the Curriculum meeting recording.
- The Curriculum chair is now reviewing the agenda package before the meeting and triaging the important topics. It was agreed that because any committee member can raise other issues, there is no problem with continuing this process.

### Pro Photo

#### 5.3.1 Omnibus Course Revisions – All Pro Photo courses

Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE COURSE REVISIONS.

**EFFECTIVE/START DATE: FA 2021**

**No Revisions**

**MOTION CARRIED.**

### Engineering

*Items 5.3.2 & 5.3.3 were taken together.*

#### 5.3.2 Program Revision – Engineering Foundations Certificate

#### 5.3.3 New Course – CPS 102 Computer Programming with C++

Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE PROGRAM REVISION AND NEW COURSE.

**EFFECTIVE/START DATE: FA 2021**

**Issues raised:**

#### 5.3.3 New Course CPS 102

##### *Student Evaluation*

- Concern that 49% is high stakes. It was noted that this is an average of all exams.
- Over-reliance on invigilated exams. The proponent responded that this is an ongoing discussion at articulation meetings but still a requirement for receiving institutions.

It was noted that there are related items on the Curriculum agenda for Nov 27<sup>th</sup> and these issues will be discussed.

##### *Prerequisites*

Remove ENG 060. It was noted that the expectation is that the new Curriculog system will handle these issues.

### 5.3.2 Program Revision – Engineering Foundations Certificate

#### Course Requirements

CPS 101 and 102 are required courses and CPS 100 is being removed. But CPS 100 is a prerequisite for CPS 101.

Due to these issues, it was agreed that these items be returned to the proponent and included with related items on the Curriculum Committee agenda on Nov 27<sup>th</sup>.

**MOTION TABLED.**

#### Employment Transition

*Items 5.3.4 & 5.3.19 were taken together.*

- 5.3.4 Program Revision – Employment Transition
- 5.3.5 Course Revision – AED 010 Intro to Career Exploration and Assessment
- 5.3.6 Course Revision – AED 011 Intro to Workplace Communications
- 5.3.7 Course Revision – AED 012 Intro to Goal Planning & Personal Development
- 5.3.8 Course Revision – AED 013 Understanding Employment Fundamentals
- 5.3.9 Course Revision – AED 014 Intro to Job Search, Interviewing & Workplace Expectations
- 5.3.10 Course Revision – AED 016 Intro to Workplace Safety and Health Promotion
- 5.3.11 Course Revision – AED 017 Work Experience
- 5.3.12 Course Revision – AED 020 Career Exploration and Assessment
- 5.3.13 Course Revision – AED 021 Workplace Communications
- 5.3.14 Course Revision – AED 022 Goal Planning and Personal Development
- 5.3.15 Course Revision – AED 023 Understanding Employment
- 5.3.16 Course Revision – AED 024 Work Search and Interview Skills
- 5.3.17 Course Revision – AED 025 Workplace Expectations
- 5.3.18 Course Revision – AED 026 Health Promotion
- 5.3.19 Course Revision – AED 027 Workplace Safety

Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE PROGRAM AND COURSE REVISIONS WITH AMENDMENT AS NOTED BELOW.

**EFFECTIVE/START DATE: FA 2021**

**Requested Revisions (RS):**

**5.3.13 AED 021**

*Student Evaluation*

- Change “Fall” to “Fail”

**MOTION CARRIED.**

#### Digital Design + Development

*Items 5.3.20 & 5.3.32 were taken together.*

- 5.3.20 New Course DGL 105 Digital Graphics
- 5.3.21 New Course DGL 233 Advanced WordPress Development
- 5.3.22 Omnibus Program Revisions – All Digital Development programs
- 5.3.23 Omnibus Program Revisions – All Digital Design programs
- 5.3.24 Program Revision – Advanced Digital Design and Development Diploma
- 5.3.25 Program Revision – Communication Design Diploma
- 5.3.26 Program Revision – Mobile Application Development Certificate
- 5.3.27 Program Revision – Web and Mobile App Development Diploma
- 5.3.28 Course Revision – DGL 111 User Experience and Interface Design
- 5.3.29 Course Revision – DGL 112 Typography
- 5.3.30 Course Revision – DGL 203 Advanced CSS
- 5.3.31 Course Revision – DGL 211 Project Management for Digital Communications
- 5.3.32 Course Revision – DGL 223 Content Management Systems

Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE NEW COURSES AND PROGRAM AND COURSE REVISIONS WITH AMENDMENTS AS NOTED BELOW.

**EFFECTIVE/START DATE: FA 2021**

**Discussion:**

It was noted that if funding becomes available for DGL 105 the department will be relying on student advisers to direct students to DGL 105 rather than DGL 102.

**Requested Revisions:**

**5.3.21 DGL 233**

*#16 Prerequisites*

- *Clarify DGL 123 as prerequisite / corequisite.*

*Inter-Departmental Consultations*

- Ensure boxes are checked

**MOTION CARRIED.**

**6. New Business - None**

**7. Correspondence/Information**

**7.1 (Verbal) Report from Senior Education Team (T. Bellavia)**

Based on provincial updates on Covid safety protocols, our plans are being reviewed and more information will follow, including mandatory masks, changes in travel, and provisions for worksite locations.

Recent developments on micro credentials include approval of proposal for one time funding of specific programs including office administration, medical terminology and film & TV crew training. There is currently no clear definition of a micro credential. The framework is still under development.

**7.2 (Verbal) Report from Indigenous Education (K. Shopland)**

NIC hosted the Regional Advisory Committee meeting at the end of October and provided updates on NIC and its Indigenous student population. Discussions included the status of funding and its shift from direct funding to post-secondary institutions to nation-driven partnerships with those institutions.

Another new funding model is the federally funded Post Secondary Partnership distributed through the First Nations Education Steering Committee (FNESC) with a December 15<sup>th</sup> deadline.

Communities will be the fund holders so they will identify the training or education they want and then approach a partner institute about potential delivery.

Elders in Residence have put together and distributed wellness kits to students. Information about these kits will be available in the upcoming Indigenous Education Newsletter. They have also been working on filming territory acknowledgements for each of NIC's campuses. These films will be made available to faculty to embed within their digital courses and campus meetings.

**8. Meeting Evaluation – Roundtable Discussion**

Members thanked and congratulated the new chair and vice chair and generally agreed it was a good meeting.

**9. Next Meeting – December 11, 2020**

**10. ADJOURNED AT 1:42pm**