

**MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL
HELD AT THE COMOX VALLEY CAMPUS & ON TEAMS ON FRIDAY, FEBRUARY 7, 2025**

APPROVED

PRESENT: Aisling Brady, Faculty, Comox Valley, *Chair*
Alex Blair, Faculty, Comox Valley
Cheryl O’Connell, Administration
David Johns, Faculty, Campbell River
Gurjeet Singh, Student, Comox Valley
Jennifer Fallis Starhunter, Faculty, Campbell River, *Chair, Curriculum & Fast Track*
Judith Marriott, Faculty, Comox Valley, *Chair, Planning & Standards*
Katrina Corporal, Student, Comox Valley
Kelly Goudreau, Faculty, Comox Valley
Kelly Shopland, Administration
Margaret Hearnden, Faculty, Comox Valley
Paris Gaudet, Support Staff, Comox Valley/Campbell River
Precious Mvumira, Student, Campbell River
Takia Islam, Student, Campbell River
Tony Bellavia, Administration, Comox Valley
Kara Foreman, Recording Secretary (RS)

REGRETS: Georgette Whitehead, Faculty, Comox Valley
Ibrahim Abdullah, Faculty, Campbell River
Lisa Domae, President (Ex-Officio)
Manpreet Kaur, Support Staff, Comox Valley
Michelle Badger, Administration

**1. Indigenous Acknowledgment
Declaration of Quorum**

A. Brady declared quorum at 12:33pm.

2. Adoption of Agenda

Moved by J. Marriott / Seconded by M. Hearnden **TO ADOPT THE AGENDA FOR FEBRUARY 7, 2025.**

MOTION CARRIED.

3. CONSENT AGENDA

Moved by J. Marriott / Seconded by A. Blair **TO APPROVE THE CONSENT AGENDA.**

3.1 MINUTES of the meeting on December 13, 2024

3.2 Curriculum Proposals

3.2.1 Course Deactivation – CRH 201 Carpentry Apprenticeship Harmonized: Gap Training A

3.2.2 Course Deactivation – CRH 401 Carpentry Apprenticeship Harmonized Gap B

3.2.3 Course Deactivation – ELH 201 Electrician Apprenticeship Harmonized: Gap Training A

3.2.4 Course Deactivation – ELH 301 Electrician Apprenticeship Harmonized: Gap Training A

3.2.5 Course Deactivation – ELH 401 Electrician Apprenticeship Harmonized: Gap Training A

3.2.6 Course Revision – CHE 060 College Preparatory Chemistry

MOTION CARRIED.

4. Business Arising – None

5. Committee Reports

5.1 Education Council Chair Update

Attended:

- Meeting with B. Biggs and J. Fallis Starhunter to discuss Curriculum Management System forms

- Meeting with J. Fallis Starhunter and K. Haggith to discuss status of SEM (Strategic Enrollment Management) and next steps going forward
- Meetings with various stakeholders to discuss academic calendar submission deadlines
- Meeting with EdCo Executive to discuss plans for the next academic year
- Meeting with M. Badger and H. Howie to discuss current status of information that's presented on the ACD (Authorized Course Descriptions), what is needed for articulation and how we can incorporate that going forward
- Meeting with the Board of Governors (BOG); she highlighted the fact that with a reduction of courses, students may take longer to meet program completion requirements

5.2 Planning and Standards Committee

Chair Report (Verbal)

The committee met on January 31st and although there was no draft policy to discuss, C. Whitton (proponent of the revisions to the Conduct policy), provided an overview of the changes being made to the policy with regard to moving to a restorative justice framework. He hopes to have the draft policy to the committee in the next month or so for their review. There is considerable overlap with other policies so there is still a lot of work to do.

Minutes of 31 January 2025

- 5.2.1 Moved by J. Marriott / Seconded by A. Blair **TO APPROVE POLICY 4-10 PRIOR LEARNING ASSESSMENT & RECOGNITION EFFECTIVE IMMEDIATELY.**

MOTION CARRIED.

5.3 Curriculum Committee (CC)

Minutes of 17 January 2025

5.3.1 Program Revision – Associate of Arts

Moved by J. Fallis Starhunter / Seconded by J. Marriott **TO APPROVE THE PROGRAM REVISION.**

EFFECTIVE/START DATE: FA 2025

Program Description is not under EdCo's purview but Council can make recommendations. It was noted that the program description doesn't match what is currently being offered and Global Studies is missing from the list of subjects. M. Hearnden will notify the dean.

MOTION CARRIED.

5.3.2 Program Revision – Associate of Science

Moved by J. Fallis Starhunter / Seconded by A. Blair **TO APPROVE THE PROGRAM REVISION.**

EFFECTIVE/START DATE: FA 2025

No Amendments

MOTION CARRIED.

6. New Business – None

7. Information / Correspondence

7.1 (Verbal) Report from VP Academic (*T. Bellavia*)

- Re Document attachment
 - Building a Sustainable Future: The Role of Strategic Enrollment Management (SEM)*
 - A collective effort led by Associate VP Kathleen Haggith with a tactical plan under development
 - This process will guide the work NIC does moving forward
 - SEM provides a road map for shaping a strong future for the college and ensuring its programming is relevant and responsive to both current and future labour markets
 - Built on 4 principles: quality, relevancy, demand/viability and sustainability
 - Foundational Elements of SEM;
 - Quality assurance & accountability; every program will go through a program review process every 2 years to gauge viability

- High demand programs; (new relevant programs, increase intakes, suspend/cancel programs)
- Align business practices (review policies, practices and procedures)

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

1. The role of Andrea Kerr, Manager of Indigenous & Regional Partnerships at the Mixalakwa campus has been expanded to campus lead.
2. Indigenous speakers series is underway with the Office of Global Engagement
3. The Office of Indigenous Education supported nations in submitting 8 funding proposals for programming in the coming year with NIC as a partner.
4. Provided an education session with the BOG on updates on *Working Together*; in community programming and Indigenous-led programming currently underway and planned for the 2025-26 academic year, and feedback and stories from the 81 Indigenous students who participated in Indigenous field schools over the last two or three years. Videos from the New Zealand and Japan field schools can be found on the NIC YouTube channel.
5. 50 students and community members have just returned from a field school in Maui. 17 students in the teacher education program at VIU, who also take courses at NIC, along with family and community members have been sharing what they learned from the native Hawaiian emergence schools (K-12)

8. Meeting Evaluation – Roundtable Discussion

Everyone agreed it was a good meeting.

9. Next Meeting – March 7, 2025

10. ADJOURNED AT 1:25pm