

MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL HELD  
VIA BLUEJEANS ON FRIDAY, SEPTEMBER 10, 2021

**APPROVED**

---

**PRESENT:** Wilma Gus, Faculty, Port Alberni *Chair*  
Terri Bateman, Faculty, Comox Valley  
Tony Bellavia, Administration  
Alix Carrel, Faculty, Comox Valley, *Vice Chair*  
Natalie Deveaux, Faculty, Comox Valley  
Jennifer Fallis-Starhunter, Faculty, Campbell River  
Diana Fearn, Support Staff, Comox Valley  
Kathleen Haggith, Administration  
Kelly Johnsen, Faculty, Port Alberni  
Kathleen Kuhnert, Administration  
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  
Megan Wilson, Faculty, Comox Valley, *Chair, Curriculum & Fast Track*  
Lisa Domae, President (Ex-Officio)  
*Kara Foreman, Recording Secretary (RS)*

**REGRETS:** Priyanka Chakraborty, Student, Comox Valley  
Sara Child, Faculty, Port Hardy  
Heidi Deagle, Faculty, Comox Valley  
Peter Hoefgen, Student, Comox Valley  
Braden Majic, Student, Campbell River  
Tony Trudel, Faculty, Campbell River

**1. Declaration of Quorum**

W. Gus declared quorum at 12:33pm.

**2. Adoption of Agenda**

**Moved by C. Scarlatti / Seconded by K. Haggith TO ADOPT THE AGENDA FOR SEPTEMBER 10, 2021 as amended below.**

Addition: 7.4 Student Issues (*C. Scarlatti*)

**MOTION CARRIED.**

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

**Moved by C. Scarlatti / Seconded by B. McIntosh TO APPROVE THE MINUTES OF THE MEETING OF JUNE 11, 2021.**

Approved with amendment: Meeting held via Bluejeans

**MOTION CARRIED.**

**4. Business Arising – None**

**5. Committee Reports**

**5.1 Education Council Chair Update**

The chair provided a report. There were no questions.

**5.2 Planning and Standards Committee**

No meeting

Chair Report

The chair advised that the committee will be reviewing two policies at their next meeting on September 17<sup>th</sup>, 2021. She also noted that she has put out a call to the college community to consider sitting on this committee.

### 5.3 Fast Track Committee

Minutes of August 2021

*Items 5.3.1 & 5.3.2 were taken together*

- 5.3.1 New Course – CWA 100 Construction Craft Worker Apprenticeship Level 1
- 5.3.2 New Course – CWA 200 Construction Craft Worker Apprenticeship Level 2

**Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE NEW COURSES.**

**EFFECTIVE/START DATE: FA 2021**

**No Revisions**

**MOTION CARRIED.**

### 5.4 Curriculum Committee

Minutes of June 18, 2021

#### Health and Human Services

- 5.4.1 Program Revision – Health Care Assistant Certificate

**Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE PROGRAM REVISION.**

**EFFECTIVE/START DATE: FA 2022**

**No Revisions**

**MOTION CARRIED.**

*Items 5.4.2 – 5.4.11 were taken together*

- 5.4.2 Course Revision – HCA 100 Health and Healing Concepts for Practice
- 5.4.3 Course Revision – HCA 105 Health 1: Interpersonal Communication
- 5.4.4 Course Revision – HCA 110 Health 2: Lifestyle & Choices
- 5.4.5 Course Revision – HCA 115 Healing 1: Caring for Individuals Experiencing Common Health Challenges
- 5.4.6 Course Revision – HCA 120 Healing 3: Personal Care and Assistance
- 5.4.7 Course Revision – HCA 125 Healing 2: Caring for Individuals Experiencing Cognitive or Mental Challenges
- 5.4.8 Course Revision – HCA 130 Work Role: Introduction to HCA
- 5.4.9 Course Revision – HCA 140 Practice Experience I
- 5.4.10 Course Revision – HCA 145 Practice Experience II
- 5.4.11 Course Revision – HCA 150 Practice Experience III

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

**EFFECTIVE/START DATE: FA 2022**

**Requested Revisions (RS):**

*Item 5.4.8 HCA 130*

- *Add Instructor Qualifications as noted on all other ACDs.*

**MOTION CARRIED.**

#### Digital Design & Development

*Items 5.4.12 – 5.4.16 were taken together*

- 5.4.12 Omnibus Program Revisions
- 5.4.13 Advanced Digital Design & Development Diploma
- 5.4.14 Web and Mobile Application Development Diploma
- 5.4.15 Android Application Development Certificate
- 5.4.16 Web Design Fundamentals Certificate

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

**EFFECTIVE/START DATE: FA 2022**

**No Revisions**

**MOTION CARRIED.**

5.4.17 Program Revision – Communication Design Diploma

**Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE PROGRAM REVISION.**

**EFFECTIVE/START DATE: FA 2022**

No Revisions

**MOTION CARRIED.**

*Items 5.4.18 & 5.4.19 were taken together*

5.4.18 Course Revision – DGL 104 Application Development Foundations

5.4.19 Course Revision – DGL 114 Introduction to Mobile App Development

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

**EFFECTIVE/START DATE: FA 2022**

No Revisions

**MOTION CARRIED.**

### Humanities

*Items 5.4.20 – 5.4.22 were taken together*

5.4.20 New Course – GLS 140 Fishing, Indigeneity and the Asia Pacific I

5.4.21 New Course – GLS 240 Fishing, Indigeneity and the Asia Pacific II

5.4.22 New Course – GLS 241 Field School: Fishing, Indigeneity and the Asia Pacific

**Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE NEW COURSES.**

**EFFECTIVE/START DATE: FA 2022**

No Revisions

**MOTION CARRIED.**

6. **New Business - None**

7. **Information / Correspondence**

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

- Highlight the *Return to Campus Guidelines*. Thanks to the production team. Encourage everyone to review these.
- Changes to the new academic division: Moving from a four to three dean model with three associate dean positions. Hiring process is underway.
- Over the summer there has been a renewal of the *Widening Our Doorways* document to align its measurables with *Build 2026*'s measurables. Plan is to complete and circulate the document soon, then follow up with implementation.

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

- New member joining the Indigenous Education team: Manager of Indigenous and Regional Partnerships, Marisa Bennett as of September 27<sup>th</sup>. Position is based out of the Port Alberni campus and responsible for creating community partnerships and supporting community-based Indigenous-led programming through the Alberni and West Coast region.
- *Working Together*, the Indigenization plan was launched on June 21<sup>st</sup>. Goals and actions within this plan are strongly reflected in *Build 2026* and in the updated *Widening Our Doorways 2026*. This plan contains college-wide responsibilities and practices for reconciliation, Indigenization and decolonization.
- Two community-led Indigenous language fluency certificates are fully up and running.
- September 30<sup>th</sup> is the national day of reconciliation. The college will be closed but several events & activities are planned and information and resources will be made available.

7.3 **Instructional Key Dates and NIC Academic Schedules and Deadlines (K. Kuhnert)**

- These will be reviewed in the spring with the deans in acknowledgement of concerns expressed by some departments in meeting their articulation agreements.

#### 7.4 Student Issues re Course Outlines (C. Scarlatti)

- After receiving a grade lower than expected, this student member discovered that one of his course outlines had no grade scale included, and the (sessional) instructor was not aware there had been changes to the grade scale in policy. The instructor made the necessary changes to the grades but also noted that this course outline had been returned by the dean or department chair noting that no revisions were needed. On this course outline two major issues were missed; the final exam and the grade scale. The student wanted to make this known. In future NISU is planning on providing information to students to ensure they know what to look for on their course outlines.

#### 8. Meeting Evaluation – Roundtable Discussion

Members whose terms were ending expressed their appreciation for the experience. They were encouraged to consider running again, and/or encouraging their colleagues to run.

#### 9. Next Meeting – October 15, 2021

#### 10. ADJOURNED AT 2:01pm