

MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL HELD  
AT THE COMOX VALLEY CAMPUS ON FRIDAY, JUNE 10, 2022

**APPROVED**

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**PRESENT:** Alix Carrel, Faculty, Comox Valley *Acting Chair*  
Adnan Baig, Student  
Aisling Brady, Faculty, Comox Valley  
Brooke McIntosh, Support Staff, Campbell River  
Jennifer Fallis-Starhunter, Faculty, Campbell River  
Karen Grigoleit, Support Staff, Comox Valley  
Kathleen Haggith, Administration  
Natalie Deveaux, Faculty, Comox Valley  
Neil Martin, Faculty, Comox Valley  
Sunny Thakur, Student  
Tony Bellavia, Administration  
Tony Trudel, Faculty, Campbell River  
Rylee LaTrace, Board of Governors Representative  
Lisa Domae, President (Ex-Officio)  
*Kara Foreman, Recording Secretary (RS)*

**REGRETS:** Wilma Gus, Faculty, Port Alberni, *Chair*  
Christopher Scarlatti, Student  
Judith Marriott, Faculty, Comox Valley, *Chair, Planning & Standards*  
Kelly Shopland, Administration  
Megan Wilson, Faculty, Comox Valley, *Chair, Curriculum & Fast Track*  
Michelle Badger, Administration  
Ryan Blaak, Faculty, Comox Valley  
Sigrid McKay, Student

**1. Declaration of Quorum**

A. Carrel declared quorum at 12:34pm.

**2. Adoption of Agenda**

Moved by **B. McIntosh** / Seconded by **T. Trudel** TO ADOPT THE AGENDA FOR JUNE 10, 2022.  
**MOTION CARRIED.**

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

Moved by **B. McIntosh** / Seconded by **T. Trudel** TO APPROVE THE MINUTES OF THE MEETING OF MARCH 11, 2022.

Approved as presented.

**MOTION CARRIED.**

**4. Business Arising – None**

**5. Committee Reports**

**5.1 Education Council Chair Update**

The acting chair presented the chair's report. There were no questions.

**5.2 Planning and Standards Committee**

Chair Report

Minutes May 27, 2022

**5.2.1 Policy 3-11 Policy Review**

Moved by **T. Bellavia** / Seconded by **B. McIntosh** TO APPROVE POLICY 3-11 TO BE IMPLEMENTED AUGUST 1, 2022.

**MOTION CARRIED.**

**5.3 Fast Track Committee**

Minutes of April & May 2022

**Trades & Technical Programs**

**5.3.1 Program Revision – Multiple Trades and Technical Programs**

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

**EFFECTIVE/START DATE: FA 2022**

**MOTION CARRIED.**

**Arts, Science & Technology Programs**

**5.3.2 Program Revision – Computer Information Systems Certificate**

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

**EFFECTIVE/START DATE: FA 2022**

**MOTION CARRIED.**

**5.4 Curriculum Committee**

Minutes of April 29 and May 27, 2022

**April 29<sup>th</sup> – ACD Guidelines**

There was a discussion about concerns about ensuring that course outlines are being reviewed to ensure that the assessments are in line with the learning outcomes. A recommendation was made that the Course Outline policy be reviewed and, if necessary, updated to confirm this assurance.

**Fine Arts**

*5.4.1 & 5.4.2 were taken together*

**5.4.1 New Course – FIN 106 Art History + Visual Culture: Special Topics**

**5.4.2 New Course – FIN 251 Modern Art History + Visual Culture: Special Topics**

**Moved by J. Fallis Starhunter / Seconded by A. Brady TO APPROVE THE NEW COURSES.**

**EFFECTIVE/START DATE: FA 2023**

**MOTION CARRIED.**

**5.4.3 Program Revision – Fine Arts Diploma**

**Moved by J. Fallis Starhunter / Seconded by T. Trudel TO APPROVE THE PROGRAM REVISION ON THE CONDITION THAT DISCUSSION HAS OCCURRED WITH THE DEPARTMENT REGARDING COMPLETION REQUIREMENTS. ANY CHANGE TO THE LANGUAGE WOULD HAVE TO BE BROUGHT BACK TO EDCO FOR APPROVAL.**

**EFFECTIVE/START DATE: FA 2023**

***Revision:***

After the meeting, the acting chair confirmed with the department that the completion requirements were written as intended.

**MOTION CARRIED.**

**Math-Science**

**5.4.4 Course Revision – CHE 051 College Preparatory Chemistry I**

**Moved by J. Fallis Starhunter / Seconded by B. McIntosh TO APPROVE THE COURSE REVISION.**

**EFFECTIVE/START DATE: FA 2023**

***Revision: (on all applicable courses)***

***Additional Evaluation Information***

- Remove sentence about missing a lab.
- Change percentage to grade and move sentence above “Providing...”.

**MOTION CARRIED.**

*5.4.5 & 5.4.6 were taken together*

- 5.4.5 Course Revision – CHE 110 Chemical Principles I
- 5.4.6 Course Revision – CHE 111 Chemical Principles II

Moved by J. Fallis Starhunter / Seconded by A. Brady TO APPROVE THE COURSE REVISIONS.

EFFECTIVE/START DATE: **FA 2023**

**Revision:**

*Course Revision Form (CHE 111)*

- Change effective date to Fall 2023

*Course Learning Outcomes*

- Remove upper case at beginning of sentences and add semi-colons at end.
- Remove any extra text added during curriculum review.

*Additional Evaluation Information*

As noted above

**MOTION CARRIED.**

*5.4.7 - 5.4.9 were taken together*

- 5.4.7 Course Revision – CHE 152 Engineering Chemistry
- 5.4.8 Course Revision – CHE 200 Organic Chemistry I
- 5.4.9 Course Revision – CHE 202 Organic Chemistry II

Moved by J. Fallis Starhunter / Seconded by A. Brady TO APPROVE THE COURSE REVISIONS.

EFFECTIVE/START DATE: **FA 2023**

**Revision:**

*Course Revision Form (CHE 152)*

- Change effective date to Fall 2023

*Course Learning Outcomes and Additional Evaluation Information*

As noted above

**MOTION CARRIED.**

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**6. New Business - None**

**7. Information / Correspondence**

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

- Graduation ceremonies will be celebrated face-to-face this year. Hopefully all will be able to attend at least one of these events.
- With reference to *Policy 3-22, Program and Course Credentials*, micro credentials fall within this policy under Statement of Completion (pg 3). Currently micro credentials will not be coming to Education Council for approval.  
As we go forward with micro credentials there will be two streams of micro credentials offered: credit based and non-credit based. Hopefully we will see more credit based micro credentials in the near future.
- Regarding *Widening Our Doorways 2026*, one of its elements is a request for decanal areas to provide their department's program renewal plans for the next four years.
- Statistics report on Full Time Equivalencies (FTEs)

**8. Meeting Evaluation – Roundtable Discussion**

It was agreed that this was an efficient and effective meeting. Several members recommended that a discussion regarding course outlines be continued in the fall.

**9. Next Meeting – September 16, 2022 TBC**

**10. ADJOURNED AT 2:03pm**