

MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL HELD
AT THE COMOX VALLEY CAMPUS ON FRIDAY, SEPTEMBER 16, 2022

APPROVED

PRESENT: Wilma Gus, Faculty, Port Alberni, *Chair*
Alix Carrel, Faculty, Comox Valley *Vice Chair*
Aisling Brady, Faculty, Comox Valley
Brooke McIntosh, Support Staff, Campbell River
Christopher Scarlatti, Student
Jennifer Fallis-Starhunter, Faculty, Campbell River, *Chair, Curriculum & Fast Track*
Judith Marriott, Faculty, Comox Valley, *Chair, Planning & Standards*
Karen Grigoleit, Support Staff, Comox Valley
Kathleen Haggith, Administration
Michelle Badger, Administration
Ryan Blaak, 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: Adnan Baig, Student
Natalie Deveaux, Faculty, Comox Valley
Kelly Shopland, Administration
Sigrid McKay, Student

1. **Declaration of Quorum**
Quorum declared at 12:37pm.
2. **Adoption of Agenda**
Moved by B. McIntosh / Seconded by C. Scarlatti TO ADOPT THE AGENDA FOR SEPTEMBER 16, 2022.

MOTION CARRIED.
3. **Review of Minutes of the Meeting**
Moved by C. Scarlatti / Seconded by J. Fallis Starhunter TO APPROVE THE MINUTES OF THE MEETING OF JUNE 10, 2022.
Approved as presented.

MOTION CARRIED.
4. **Business Arising – None**
5. **Committee Reports**
 - 5.1 **Education Council Chair Update**
The chair presented the chair’s report. There were no questions.
 - 5.2 **Planning and Standards Committee**
 - 5.2.1 **Policy 3-31 Student Complaint Resolution**
Moved by J. Marriott / Seconded by C. Scarlatti TO APPROVE POLICY 3-31 TO BE IMPLEMENTED SEPTEMBER 20, 2022.

MOTION CARRIED.

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6. **New Business - None**
 7. **Information / Correspondence**
 - 7.1 (Verbal) Report from Indigenous Education and the Education Team (*T. Bellavia*)
 - Indigenous Education updates:

- NIC has two Indigenous language fluency certificates and is also offering the Indigenous Leadership Certificate with strong enrollment. These courses are being offered digitally.
- The new Gathering Place in Campbell River will open officially at the end of the September.
- Check out the joint publication, [*Journeying Together: A Transformative Approach to Indigenization and Internationalization at North Island College*](#)
- Education Team updates:
 - Adult Basic Education (ABE) department will be moving into the Arts, Science and Technology division and the Department of Accessible Learning (DAL) will be moving into the Health and Human Services division.
 - Work Integrated Learning will now be part of the office of the VP Academic with close links to the departments and the deans.
 - Enrollments will be updated in detail at the College Conversation next week. In brief, overall stable enrollment, domestic enrollment is slightly down, international has increased substantially and Indigenous Education enrollments have also increased.

7.2 ACD Guidelines

- The purpose of this document is to provide a set of standard practices to ensure quality assurance in our Authorized Course Descriptions (ACDs). These guidelines will be adapted as needed with the launch of Curriculog.
- The departmental consultations piece will not be included in the Curriculog approval process. A new process will need to be designed to cover these.

8. Meeting Evaluation – Roundtable Discussion

It was agreed that this was an efficient and effective meeting.

Appreciation was expressed to Megan Wilson for all her work with Curriculum Committee over the last two years.

Gratitude to Brooke McIntosh for her seven years of service on Council.

Members were reminded to encourage their fellow constituents to put their names in for the available Ed Council seats.

9. Next Meeting – October 14, 2022

10. ADJOURNED AT 1:22pm