

**MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL
HELD AT THE COMOX VALLEY CAMPUS & ON TEAMS ON FRIDAY, OCTOBER 18, 2024**

APPROVED

PRESENT: Aisling Brady, Faculty, Comox Valley, *Chair*
Alex Blair, Faculty, Comox Valley
Barb Biggs, Support Staff, Comox Valley, *Vice Chair*
David Johns, Faculty, Campbell River
Georgette Whitehead, Faculty, 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
Manpreet Kaur, Support Staff, Comox Valley
Margaret Hearnden, Faculty, Comox Valley
Michelle Badger, Administration
Paris Gaudet, Support Staff, Comox Valley/Campbell River
Precious Mvumira, Student, Campbell River
Takia Islam, Student, Campbell River
Tony Bellavia, Administration, Comox Valley
Lisa Domae, President (Ex-Officio)
Kara Foreman, Recording Secretary (RS)

REGRETS: Cheryl O’Connell, Administration
Rylee LaTrace, Board of Governors Representative
Sheenagh Snell, Faculty, Comox Valley

1. **Indigenous Acknowledgment
Declaration of Quorum**
A. Brady declared quorum at 12:33pm.
2. **Adoption of Agenda**
Moved by J. Marriott / Seconded by K. Goudreau **TO ADOPT THE AGENDA FOR OCTOBER 18, 2024 WITH AMENDMENT.**
Change to order of items: 4.3 moved to before 4.2

MOTION CARRIED.
3. **Review of Minutes of the Meeting**
Moved by A. Blair / Seconded by M. Kaur **TO APPROVE THE MINUTES OF THE MEETING OF JUN 7, 2024.**
Approved as presented.

MOTION CARRIED.
4. **Business Arising**
 - 4.1 **Chair & Vice Chair elections**
Aisling Brady was acclaimed as Chair for period January 1 – December 31, 2025
Margaret Hearnden was acclaimed as Vice Chair for period January 1 – December 31, 2025
 - 4.3 **Call for Committee Volunteers**
Planning & Standards:
 - ADD Craig Whitton, Precious Mvumira**Curriculum:**
 - ADD Sara Child, Katrina Corporal**Fast Track:**
 - ADD Alex Blair
 - 4.2 **Ratification of Committee Membership**

Moved by A. Brady / Seconded by K. Goudreau **TO APPROVE THE MEMBERSHIP OF PLANNING & STANDARDS COMMITTEE.**

MOTION CARRIED.

Moved by A. Brady / Seconded by J. Fallis Starhunter **TO APPROVE THE MEMBERSHIP OF CURRICULUM COMMITTEE.**

MOTION CARRIED.

Moved by A. Brady / Seconded by J. Marriott **TO APPROVE THE MEMBERSHIP OF FAST TRACK COMMITTEE.**

MOTION CARRIED.

5. Committee Reports

5.1 Education Council Chair Update

Tasks since last meeting:

- Attended:
 - Board of Governors meetings on June 27th and October 3rd.
 - Graduation Ceremonies (Campbell River & Comox Valley)
 - Post Secondary Governance workshop in Vancouver held by Ministry of Post Secondary Education and Future Skills
 - Curriculum Committee on September 27th
- Led an orientation session for new members prior to this meeting with K. Foreman and B. Biggs.
- Created a [Brightspace Education Council hub](#) site to provide education for current, new and prospective members.

There were no questions.

5.2 Planning and Standards Committee

No policies. No meeting.

5.3 Curriculum Committee (CC)

Minutes of 27 Sep 2024

5.3.1 New Course – HCA 155 Practice Experience in Multi-Level and/or Complex Care

Moved by J. Fallis Starhunter / Seconded by D. Johns **TO APPROVE THE NEW COURSE.**

EFFECTIVE/START DATE: FA 2025

No Amendments

MOTION CARRIED.

Items 5.3.2 & 5.3.3 were taken together

5.3.2 Course Deactivation – HCA 140 Practice Experience in Multi-Level and/or Complex Care 1

5.3.3 Course Deactivation – HCA 150 Practice Experience in Multi-Level and/or Complex Care 2

Moved by J. Fallis Starhunter / Seconded by A. Blair **TO APPROVE THE COURSE DEACTIVATIONS.**

EFFECTIVE/START DATE: FA 2025

No Amendments

MOTION CARRIED.

5.3.4 Program Revision – Health Care Assistant Certificate

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

EFFECTIVE/START DATE: FA 2025

No Amendments

MOTION CARRIED.

5.3.5 New Course – ENR 250 Linear Circuits I

Moved by M. Hearnden / Seconded by A. Blair **TO APPROVE THE NEW COURSE.**

EFFECTIVE/START DATE: FA 2025

No Amendments

MOTION CARRIED.

5.3.6 Program Revision – Engineering Foundations Certificate

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

EFFECTIVE/START DATE: FA 2025

No Amendments

MOTION CARRIED.

Items 5.3.7 & 5.3.8 were taken together

5.3.7 New Course – AWI 096 Awi’nakola Foundations

5.3.8 New Course – AWI 097 Awi’nakola Portfolio

Moved by J. Fallis Starhunter / Seconded by J. Marriott **TO APPROVE THE NEW COURSE.**

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*)

- Ministry mandate regarding better alignment of NIC programming to labour market outcomes Ensuring our students have access to programs that are in demand and lead to employment opportunities.
- Last year NIC had strong enrollments in Trades, Health and Human Services and Indigenous education. (e.g. Island Pre-Health, Computer Information Systems, Indigenous Language Programs)
- Federal changes to international student enrollment numbers will also require this alignment to better labour market outcomes.
- Education Team (Deans & Directors) are reviewing our programs to ensure this alignment to meet these requirements and working closely with faculty members on curriculum development.
- This work is aligned with the strategic plans of NIC (*Build 2026, Working Together & Widening Our Doorways*)
- Education Team has implemented a new program development process that includes a concept paper, in-depth feasibility study, curriculum development and approval.
- There is still a limitation for international students to enter our trades apprenticeship programs as only Canadian citizens can register as an apprentice.

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

- The dashboard for year three of the Working Together plan has been completed and will be brought to Indigenous Education Council for approval at their next meeting. It will then be shared with the community and published on the Engage website.
- Core competency training is being developed by Emma Courtenay who is working with different members of nations our campuses serve. It's titled Journey to Reconciliation.
- Working Together Working Group consists of the Indigenous Education Team and other community member. They meet monthly, usually the third Tuesday of each month and welcome anyone who would like an opportunity to meet with the group and bring any questions. You'll find information about this on the [Employee Resources page on MyNIC](#).

- Indigenous Education is working with the Office of Global Engagement to offer an Indigenous speaker series over the next few months. These will be scheduled between November and the end of March. More info to follow.

8. Meeting Evaluation – Roundtable Discussion

Everyone agreed it was a good meeting. Congratulations to Aisling Brady and Margaret Hearnden and many thanks to Barb Biggs for her service as Vice Chair.

9. Next Meeting – November 15, 2024

10. ADJOURNED AT 1:51pm