

MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL HELD
VIA BLUEJEANS ON FRIDAY, JUNE 12, 2020

APPROVED

PRESENT: Brad Harsell, Faculty, Campbell River
Tony Bellavia, Administration
Alix Carrel, Faculty, Comox Valley
Molina Dawson, Student, Comox Valley
Jennifer Fallis-Starhunter, Faculty, Campbell River, *Chair, Curriculum*
Diana Fearn, Support Staff, Comox Valley
Wilma Gus, Faculty, Port Alberni
Kathleen Haggith, Administration
Kelly Johnsen, Faculty, Port Alberni
Laura Kuehl, Student, Comox Valley
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
Nadine Simpson, Faculty, Comox Valley
Tony Trudel, Faculty, Campbell River
Kara Foreman, Recording Secretary (RS)

REGRETS: Terri Bateman, Faculty, Comox Valley
Sara Child, Faculty, Port Hardy
Heidi Deagle, Faculty, Comox Valley
Aman Singh, Student, Port Alberni,
Jason Taylor, Faculty, Campbell River
Patricia Trasolini, BOG Representative
John Bowman, President (Ex-Officio)

1. **Declaration of Quorum**
B. Harsell declared quorum at 12:33pm.
2. **Adoption of Agenda**
Moved by B. McIntosh / Seconded by J. Marriott TO ADOPT THE AGENDA FOR JUNE 12, 2020.
MOTION CARRIED.
3. **Review of Minutes of the Meeting**
Moved by W. Gus / Seconded by N. Simpson TO APPROVE THE MINUTES OF THE MEETING OF MAY 8, 2020.
Approved as presented.
MOTION CARRIED.
4. **Business Arising – None**
5. **Committee Reports**
 - 5.1 **Education Council Chair Update**
 - 5.2 **Planning and Standards Committee Policies for Review**
Moved by J. Marriott / Seconded by C. Scarlatti TO APPROVE POLICY 3-07 PROGRAM REVISIONS AND NEW PROGRAM APPROVAL EFFECTIVE IMMEDIATELY.
Discussion:
None
MOTION CARRIED.

Moved by J. Marriott / Seconded by C. Scarlatti TO APPROVE POLICY 3-15 NEW COURSE AND COURSE REVISION APPROVAL EFFECTIVE IMMEDIATELY.

Discussion:

Q: Who is responsible for communicating curriculum submission timelines and where should people be directed to for that information?

A: This is on hold during the transition to Curriculog. Procedures can be updated without EdCo approval.

MOTION CARRIED.

5.3 Curriculum Committee

Minutes of May 22, 2020

Tourism & Hospitality – Adventure Guiding

Items 5.3.1 – 5.3.2 were taken together

5.3.1 Course Revision – TGA 133 Field Specialty Option 3

5.3.2 Course Revision – TGA 134 Field Specialty Option 4

Moved by J. Fallis Starhunter / Seconded by C. Scarlatti TO APPROVE THE COURSE REVISIONS.

EFFECTIVE/START DATE: FA 2020

MOTION CARRIED.

Digital Design

5.3.3 Program Revision – Advanced Digital Design and Development Diploma

Moved by J. Fallis Starhunter / Seconded by C. Scarlatti TO APPROVE THE PROGRAM REVISION.

EFFECTIVE/START DATE: FA 2021

MOTION CARRIED.

5.3.4 Course Revision – DGL 102 Graphic Design Foundations

Moved by J. Fallis Starhunter / Seconded by C. Scarlatti TO APPROVE THE COURSE REVISION.

EFFECTIVE/START DATE: FA 2020

MOTION CARRIED.

5.3.5 Course Revision – DGL 111 User Experience and Interface Design

Moved by J. Fallis Starhunter / Seconded by C. Scarlatti TO APPROVE THE COURSE REVISION.

EFFECTIVE/START DATE: FA 2020

MOTION CARRIED.

5.3.6 Course Revision – DGL 222 Advance Topics in Design

Moved by J. Fallis Starhunter / Seconded by C. Scarlatti TO APPROVE THE COURSE REVISION.

EFFECTIVE/START DATE: FA 2021

MOTION CARRIED.

5.3.7 Course Revision – DGL 223 Content Management Systems

Moved by J. Fallis Starhunter / Seconded by C. Scarlatti TO APPROVE THE COURSE REVISION.

EFFECTIVE/START DATE: FA 2021

MOTION CARRIED.

Health & Human Services – Practical Nursing

5.3.8 New Program – Access to Practical Nursing Diploma

Moved by J. Fallis Starhunter / Seconded by C. Scarlatti TO APPROVE THE NEW PROGRAM WITH CHANGES AS NOTED BELOW.

EFFECTIVE/START DATE: WI 2021

Requested Revisions:

Program Requirements

- Confirm with SRO re adding A to course codes
- Ensure Course Titles are correct and the same on PDW and CDWs (124A, 126A and 127A – based on provincial curriculum)

Admission Requirements

- 4th bullet; clarify if “completion within 10 years” should be added
- Admission to PN Diploma; confirm if text needed here

MOTION CARRIED with 1 abstention.

5.3.9 New Course – PNS 121A Professional Practice Access

Moved by J. Fallis Starhunter / Seconded by L. Kuehl TO APPROVE THE NEW COURSE.

EFFECTIVE/START DATE: WI 2021

MOTION CARRIED.

5.3.10 New Course – PNS 122A Health Promotion Access

Moved by J. Fallis Starhunter / Seconded by C. Scarlatti TO APPROVE THE NEW COURSE.

EFFECTIVE/START DATE: WI 2021

MOTION CARRIED.

5.3.11 New Course – PNS 123A Variations in Health Access

Moved by J. Fallis Starhunter / Seconded by C. Scarlatti TO APPROVE THE NEW COURSE.

EFFECTIVE/START DATE: WI 2021

MOTION CARRIED.

5.3.12 New Course – PNS 124A Professional Communications Access

Moved by J. Fallis Starhunter / Seconded by C. Scarlatti TO APPROVE THE NEW COURSE WITH CHANGES AS NOTED BELOW.

EFFECTIVE/START DATE: WI 2021

Requested Revisions:

#10 Course Title

- Confirm title and ensure consistent with PDW

MOTION CARRIED.

5.3.13 New Course – PNS 125A Pharmacology Access

Moved by J. Fallis Starhunter / Seconded by C. Scarlatti TO APPROVE THE NEW COURSE.

EFFECTIVE/START DATE: WI 2021

MOTION CARRIED.

5.3.14 New Course – PNS 126A Integrated Nursing Practice II Access

Moved by J. Fallis Starhunter / Seconded by C. Scarlatti TO APPROVE THE NEW COURSE WITH CHANGES AS NOTED BELOW.

EFFECTIVE/START DATE: WI 2021

Requested Revisions:

#10 Course Title

- Confirm title and ensure consistent with PDW

Student Evaluation

- Add previous text “midterm – skills and written, final – skills and written” and add quizzes and demonstrations.

MOTION CARRIED.

5.3.15 New Course – PNS 127A Consolidate Practice Experience A

Moved by J. Fallis Starhunter / Seconded by C. Scarlatti TO APPROVE THE NEW COURSE WITH CHANGES AS NOTED BELOW.

EFFECTIVE/START DATE: WI 2021

Requested Revisions:

#10 Course Title

- Confirm title and ensure consistent with PDW

#16 Prerequisites

- Add Minimum C in...

#20 Student Evaluation

- Add original text “Assessment is based on the following: “Pass/Fail May be based on written reports and/or clinical journals. Evaluation of student performance in relation to course objectives using a practice appraisal form.”

MOTION CARRIED.

6. New Business – None

7. Correspondence/Information

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

T. Bellavia acknowledged the work done by the Student Services team is getting the timetable out and registration open.

He also acknowledged and thanked faculty for their work in getting the intersession programs back on track so students were able to finish and get their certificates.

He invited members to attend an upcoming all-employee town hall on Friday, June 19th from 12:00-1:30 for a presentation on the institutional safety plan that has been mandated and an overview document/process for the development of programs, services, non-program activity, facilities and campus safety plans.

7.2 (Verbal) Report from Aboriginal Education (K. Shopland)

K. Shopland provided an update on the department name change. At the last Aboriginal Education Council meeting on January 24th a motion was made to change the Council’s name to the Indigenous Education Council with a recommendation to the college to change its Aboriginal Education department name to Indigenous Education department to align with language used at other institutes, as well as in government, and policy, and funding. This work is currently underway.

The department is planning to introduce Constant Contact as a tool to communicate with communities and prospective students and other agencies. The idea is to have a mailing list that is both internal and external to share Indigenization and Reconciliation academic resources. She invited members to send any recommended resources to her so they can be included. More information will follow.

Also a reminder that Sunday, June 21st is national Indigenous Day. She encouraged members to find ways to celebrate digitally.

7.3 Noted appointment of Dr. Antonie Scholtz to the Research Ethics Board

8. Meeting Evaluation – Roundtable Discussion

No meeting evaluation.

9. Next Meeting – September 11, 2020 (TBC)

10. ADJOURNED AT 2:05 pm