

**MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL
HELD VIA BLUEJEANS ON FRIDAY, DECEMBER 11, 2020**

APPROVED

PRESENT: Wilma Gus, Faculty, Port Alberni, *Chair*
Terri Bateman, Faculty, Comox Valley
Tony Bellavia, Administration
Alix Carrel, Faculty, Comox Valley
Heidi Deagle, Faculty, Comox Valley
Diana Fearn, Support Staff, Comox Valley
Kathleen Haggith, Administration
Kelly Johnsen, Faculty, Port Alberni
Kathleen Kuhnert, Administration
Braden Majic, Student, Campbell River
Ali Mayboudi, Faculty, Comox Valley
Brooke McIntosh, Support Staff, Campbell River
Chris Scarlatti, Student, Comox Valley
Kelly Shopland, Administration
Tony Trudel, Faculty, Campbell River
Megan Wilson, Faculty, Comox Valley, *Chair, Curriculum*
Kara Foreman, *Recording Secretary (RS)*

REGRETS: Priyanka Chakraborty, Student, Comox Valley
Sara Child, Faculty, Port Hardy, *Vice Chair*
Natalie Deveaux, Faculty, Comox Valley
Judith Marriott, Faculty, Comox Valley, *Chair, Planning & Standards*
Peter Hoefgen, Student, Comox Valley
Jason Taylor, Faculty, Campbell River
Patricia Trasolini, BOG Representative
John Bowman, President (Ex-Officio)

1. **Declaration of Quorum**
W. Gus declared quorum at 12:32pm.
2. **Adoption of Agenda**
Moved by C. Scarlatti / Seconded by K. Haggith TO ADOPT THE AGENDA FOR DECEMBER 11, 2020.

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 NOVEMBER 20, 2020.
Approved as presented.

MOTION CARRIED.
4. **Business Arising - None**
5. **Committee Reports**
 - 5.1 **Education Council Chair Update**
W. Gus provided a verbal report. There were no questions.
 - 5.2 **Planning and Standards Committee**
Minutes of meeting November 27, 2020
The committee chair was unable to attend the meeting but provided the following report:
 - The committee met and reviewed Policy 1-18 Emeritus Recognition which will be posted to the college community in the new year for feedback.
 - The committee also began a review of Policy 4-14 Grade System and will continue that review at the next meeting on January 22, 2021.

5.3 Curriculum Committee

Minutes of November 27, 2020

Chair (Verbal) Report

- M. Wilson provided an update on the different curriculum submission processes that will be in place prior to and after the anticipated launch of the new Curriculog system which is scheduled for Sept 2021.
- She will reach out to committee members to encourage more participation during the Curriculum Committee pre-review process.
- The committee also needs more faculty members.
- Discussion is ongoing about adding a consultation process for Indigenization of courses and programs.

Fine Arts

5.3.1 Program Revision – Professional Photography Certificate

5.3.2 Course Revision – FIN 734 Business Practices & Marketing

5.3.3 Course Revision – FIN 735 Design of Marketing Media

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

EFFECTIVE/START DATE: FA 2021

MOTION CARRIED.

5.3.4 Omnibus 1 – Fine Arts Diploma courses – FIN 101, 111, 115, 120, 121, 130, 131, 135, 217, 247

5.3.5 Course Revision – FIN 230 Sculpture and Integrated Art Practices I

5.3.6 Course Revision – FIN 245 Photography Intermediate I

5.3.7 Course Revision – FIN 250 Modern Art History

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

EFFECTIVE/START DATE: FA 2021

MOTION CARRIED.

Digital Design & Development

5.3.8 Course Revision – DGL 204 Introduction to Programming in Swift

5.3.9 Course Revision – DGL 214 iOS Application Development

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

EFFECTIVE/START DATE: FA 2021

MOTION CARRIED.

Math – Science

5.3.10 Course Revision – BIO 201 Introduction to Biochemistry

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

EFFECTIVE/START DATE: FA 2021

MOTION CARRIED.

5.3.11 Program Revision – Engineering Foundations Certificate

5.3.12 New Course – CPS 102 Computer Programming with C++

5.3.13 Course Revision – CPS 100 Computer Programming I

5.3.14 Course Revision – CPS 101 Computer Programming II

5.3.15 Course Revision – CPS 146 Database Fundamentals

Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE PROGRAM AND COURSE REVISIONS AND THE NEW COURSE WITH AMENDMENTS AS NOTED BELOW.

EFFECTIVE/START DATE: FA 2021

Requested Revisions:

5.3.14 CPS 101 and 5.3.15 CPS 146

ACD – Learning Outcomes

- Add “Students will be able to:”

5.3.15 CPS 146

Instructor Qualifications

- Content is missing

MOTION CARRIED.

- 5.3.16 Program Revision – Computer Information Systems Certificate
- 5.3.17 New Course – MAT 156 Applied Math and Statistics for Computing
- 5.3.18 Course Deactivation – MAT 155 Applied Math for Computing

Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE PROGRAM REVISION, NEW COURSE AND COURSE DEACTIVATION.

EFFECTIVE/START DATE: FA 2021

Discussion:

Concern was expressed about the volume and specificity of course content and learning outcomes due to the potential for student appeal.

It was agreed to send this back to the department with a request to synopsise these and resubmit them to CC.

MOTION DEFEATED.

Trades – Coastal Forest Worker

- 5.3.19 Program Revision – Coastal Forest Worker Certificate
- 5.3.20 New Course – CFW 113 Technical Math for Forestry

Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE PROGRAM REVISION AND NEW COURSE.

EFFECTIVE/START DATE: FA 2021

MOTION CARRIED.

Trades – Metal Fabricator Foundation Harmonized

- 5.3.21 Program Revision – Metal Fabricator Foundation Harmonized
- 5.3.22 New Course – FFH 111 Oxy-Fuel Fusion Welding, Braze Welding, and Brazing
- 5.3.23 New Course – FFH 112 Fundamentals of Shielded Metal Arc Welding
- 5.3.24 New Course – FFH 113 Semi-Automatic and Automatic Wire Feed Welding
- 5.3.25 Processes

Course Revision – FFH 108 Thermal Cutting Equipment and Processes

Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE PROGRAM AND COURSE REVISIONS AND NEW COURSES.

EFFECTIVE/START DATE: FA 2021

MOTION CARRIED.

Trades – Heavy Duty Apprenticeship Training

- 5.3.26 Program Revision – Heavy Duty Apprenticeship Training
- 5.3.27 Course Revision – HVA 100 Heavy Duty Equipment Technician Apprenticeship – Level 1
- 5.3.28 Level 1
- 5.3.29 Course Revision – HVA 200 Heavy Duty Equipment Technician Apprenticeship – Level 2
- 5.3.30 Level 2
- Course Revision – HVA 300 Heavy Duty Equipment Technician Apprenticeship – Level 3
- Course Revision – HVA 400 Heavy Duty Equipment Technician Apprenticeship – Level 4

Moved by M. Wilson / Seconded by C. Scarlatti TO APPROVE THE PROGRAM AND COURSE REVISIONS WITH AMENDMENTS AS NOTED BELOW.

EFFECTIVE/START DATE: WI 2021

Requested Revisions:

5.4.27 – 5.3.30

Learning Outcomes

- *Put into numbered list*

MOTION CARRIED.

Trades – Coastal Forest Technology Diploma

5.3.31 Course Revision – RFT 113 Technical Math for Forestry

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

EFFECTIVE/START DATE: FA 2021

MOTION CARRIED.

6. New Business - None

7. Correspondence/Information

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

- 2021 Academic year planning and timetabling is underway. Final timetable is expected to be ready in May or June.
- Acknowledgement of deans and directors for their work on securing one-time funding to provide programs for NIC's communities.

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

- Ongoing work with communities on programs that they have identified as a need for their members.
- Plans are in progress to develop a subcommittee to work with faculty on some of the Indigenization components of programs and courses to ensure that learning outcomes and content are appropriate and reflective of the Indigenous populations and communities in NIC's regions.
- November 2020 Indigenous Education newsletter is available on the NIC website.
- Construction is underway on the Campbell River Gathering Place. Photos can be found in the November newsletter. Request for proposals for art work pieces will go out in January 2021.

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

- For term-based programs, NIC is piloting a change from a 14 week term to a 13 week term. The fall term will begin as usual and end one week earlier. The winter term will start one week later. There are a number of reasons for this pilot including:
 - providing a longer break for students to complete course work and access work opportunities over the Christmas holidays.
 - allowing more time for faculty and staff to prepare for the winter term.

8. Meeting Evaluation – Roundtable Discussion

All agreed it was a good meeting.

9. January meeting is cancelled.

Next Meeting – February 12, 2021

10. ADJOURNED AT 2:01pm