

MINUTES OF THE HYBRID MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL  
HELD AT THE COMOX VALLEY CAMPUS ON FRIDAY, OCTOBER 14, 2022

APPROVED

---

**PRESENT:** Wilma Gus, Faculty, Port Alberni, *Chair*  
Aisling Brady, Faculty, Comox Valley  
Alix Carrel, Faculty, Comox Valley, *Vice Chair*  
Ashley Blacquiere, Faculty, Comox Valley  
Barb Biggs, Support Staff, Comox Valley  
Chamya Liyanage, Student, Comox Valley  
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  
Kelly Shopland, Administration  
Kudakwashe Wingwiri, Student, Comox Valley  
Michelle Badger, Administration (partial attendance)  
Sukhwinder Singh, Student, Port Alberni  
Tony Bellavia, Administration  
Tony Trudel, Faculty, Campbell River  
Vincent Michaud, Student, Campbell River  
Lisa Domae, President (Ex-Officio)  
*Kara Foreman, Recording Secretary (RS)*

**REGRETS:** Ryan Blaak, Faculty, Comox Valley  
Rylee LaTrace, Board of Governors Representative

1. **Declaration of Quorum**

W. Gus declared quorum at 12:47pm.

2. **Adoption of Agenda**

**Moved by V. Michaud / Seconded by K. Shopland TO ADOPT THE AGENDA FOR OCTOBER 14, 2022.**

**MOTION CARRIED.**

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

**Moved by J. Fallis Starhunter / Seconded by A. Carrel TO APPROVE THE MINUTES OF THE MEETING OF SEPTEMBER 16, 2022.**

Approved with noted edits.

**MOTION CARRIED.**

4. **Business Arising**

4.1 Chair & Vice Chair elections. This portion of the meeting was chaired by M. Allison from the President's Office.

- **Chair:** Wilma Gus by acclamation
- **Vice Chair:** Alix Carrel by acclamation

4.2 Ratification of Standing Committee members

- Current members: Planning & Standards, Curriculum and Fast Track
- *For information:* meeting dates for Planning & Standards and Curriculum committees

4.3 Call for new volunteer members for (3) standing committees

Chairs of Planning & Standards, Curriculum & Fast Track provided an overview of what's expected of members of the committees.

- Curriculum: *add* C. Liyanage
- Planning & Standards: *add* J. Meiers, *remove* M. Jiwaji
- Fast Track: *change* K. Johnsen to admin position

**5. Committee Reports**

**5.1 Education Council Chair (Verbal) Update**

The chair presented her report. There were no questions.

**5.2 Planning and Standards Committee**

Chair (Verbal) Report

The chair noted that there was no meeting in September but that the committee would begin review of the Code of Conduct policy at the next meeting on October 21<sup>st</sup>.

**5.3 Curriculum Committee**

Minutes of June 17, 2022

*(Item #s from minutes)*

**Trades & Technical Programs**

**5.3.1 New Course – ABH 100 Automotive Collision and Refinishing Common Core Level 1  
(Item #3.1.1)**

**Moved by J. Fallis Starhunter / Seconded by A. Blacchiere TO APPROVE THE NEW COURSE WITH AMENDMENT AS NOTED BELOW.**

**EFFECTIVE/START DATE: FA 2023**

**Discussion:**

Note to SRO: Make changes to #20 if motion approved in Item 6.1.

**MOTION CARRIED.**

*Items 5.3.2 – 5.3.4 were taken together*

**5.3.2 New Course – ABH 200 Auto Body and Collision Technician Apprentice Harmonized Level 2 (Item #3.1.2)**

**5.3.3 New Course – ABH 300 Auto Body and Collision Technician Apprentice Harmonized Level 3 (Item #3.1.3)**

**5.3.4 New Course – ABH 400 Auto Body and Collision Technician Apprentice Harmonized Level 4 (Item #3.1.4)**

**Moved by J. Fallis Starhunter / Seconded by A. Brady TO APPROVE THE NEW COURSES WITH AMENDMENT AS NOTED BELOW.**

**EFFECTIVE/START DATE: FA 2023**

**Discussion:**

See note in 5.3.1

**MOTION CARRIED.**

---

**6. New Business**

**6.1 Omnibus ACD Revision**

**Moved by J. Fallis Starhunter / Seconded by A. Brady**

That Education Council acknowledges and endorses that faculty continue to require, for one more year during the 2022-2023 academic year, the flexibility related to the methods by which learning outcomes are achieved in order to best meet students' shifting learning needs. This includes student evaluation and assessment methods as indicated in Authorized Course Descriptions (ACDs). This acknowledgement is in effect beginning on September 6, 2022 and as appropriate to the subject area and approved by the relevant Dean/Director.

**MOTION CARRIED.**

**Moved by J. Fallis Starhunter / Seconded by V. Michaud**

That Education Council endorses the long term direction and student centered trend toward increased flexibility in evaluation of students learning that ACD's, as authorized by the dean/director, will be revised through an omnibus process, to include the following disclaimer, "There will be multiple, varied forms of assessments to ensure evaluation is aligned with course learning outcomes. No one assessment will be worth more than 40% of the course grades. (Weighting of each assessment form will be included on course outlines that will be provided to students on or before the first day of class.)"

## **Operationalization**

Student Records will contact decanal areas/departments to determine how these changes will be operationalized.

**MOTION CARRIED.**

### **7. Information / Correspondence**

#### **7.1 (Verbal) Report from Aboriginal Education (*K. Shopland*)**

- Opening celebration of the Gathering Place at Campbell River campus was held on September 29<sup>th</sup>. This ceremonial space is now available for use through a Service Desk ticket using specific protocols.
- *Working Together*, NIC's Indigenization Plan, is now available on the [EngageNIC website](#).
- An outcome of the summer Symposium was to pilot the *Working Together* Working Group to provide information and support to faculty. They will meet monthly.
- European conference in Barcelona to enhance Indigenous exchange groups provided an opportunity to use federal funding to develop potential partners, specifically with Maori groups in New Zealand.

#### **7.2 (Verbal) Report from Education Team (*T. Bellavia*)**

- Education Team (deans and directors) will be visiting other campuses in the next few months: Port Alberni campus on Oct 19 and Campbell River campus in early November.
- *Widening Our Doorways* is the revised academic operational plan that guides NIC and is built upon NIC's strategic plan, *Build 2026*. Some of the initiatives covered in this plan are:
  - An integrated enrollment plan with K. Kuhnert designed to set some parameters around enrollment planning for next three to five years.
  - Work has begun on a new digital learning strategy with C. Black and L. Knaack
- Acknowledgment to all deans/directors who are spending lots of time on opportunities for one-time funding sources.
- During the pandemic NIC has not been offering in community programming to Indigenous communities but we hope to begin doing this again soon. Some program offerings are in the works now.

#### **7.3 2023-24 Academic Schedule & Key Date Deadlines (*M. Badger*)**

- Based on research of other institutions, there has been a move away from referring to academic schedules based on weeks toward referring to instructional days. This is the base for this academic schedule.

### **8. Meeting Evaluation – Roundtable Discussion**

Welcome new members and introductions. It was agreed that this was an efficient and effective meeting.

### **9. Next Meeting – November 18, 2022**

### **10. ADJOURNED AT 2:42pm**