

**MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL
HELD AT THE COMOX VALLEY CAMPUS & ON TEAMS ON FRIDAY, FEBRUARY 9, 2024**

APPROVED

PRESENT: Aisling Brady, Faculty, Comox Valley, *Chair*
Alex Blair, Faculty, Comox Valley
Ashley Blacquiere, Faculty, Comox Valley
Barb Biggs, Support Staff, Comox Valley, *Vice Chair*
Cheryl O’Connell, Administration
Georgette Whitehead, Faculty, Comox Valley
Jason Wang, Student, Comox Valley
Jennifer Fallis Starhunter, Faculty, Campbell River, *Chair; Curriculum & Fast Track*
Judith Marriott, Faculty, Comox Valley, *Chair; Planning & Standards*
Kelly Goudreau, Faculty, Comox Valley
Kelly Shopland, Administration
Laura Hickey, Faculty, Campbell River
Lernard Chiremba, Student, Comox Valley
Manpreet Kaur, Support Staff, Comox Valley
Margaret Hearnden, Faculty, Comox Valley
Michelle Badger, Administration
Shubham Chauhan, Student, Campbell River
Tony Bellavia, Administration, Comox Valley
Lisa Domae, President (Ex-Officio)
Kara Foreman, Recording Secretary (RS)

REGRETS: David Johns, Faculty, Campbell River
Xiang Luo, Student, Comox Valley
Rylee LaTrace, Board of Governors Representative

1. **Indigenous Acknowledgment**
Round of Introductions
Declaration of Quorum
A. Brady declared quorum at 12:31pm.

2. **Adoption of Agenda**
Moved by A. Blacquiere / Seconded by B. Biggs **TO ADOPT THE AGENDA FOR FEBRUARY 9, 2024.**

MOTION CARRIED.

3. **Review of Minutes of the Meeting**
Moved by K. Goudreau / Seconded by G. Whitehead **TO APPROVE THE MINUTES OF THE MEETING OF DECEMBER 15, 2023.**
Approved as presented.

MOTION CARRIED.

4. **Business Arising**
4.1 Bridging Language for NIC and external organization learning outcomes

Background:

Since the implementation of a requirement for course learning outcomes to be reviewed by the Centre for Teaching & Learning Innovation (CTLI), a discussion has been raised about how to deal with externally mandated learning outcomes or competencies which must be included in the Authorized Course Description (ACD) per the rules of these external bodies, as well as to facilitate accreditation and transfer.

One solution proposed by the Curriculum Committee (CC), is to list both the external learning outcomes as well as the NIC learning outcomes. It was suggested that the NIC learning outcomes be listed first, then along with some bridging language, the external learning outcomes would follow such as:

Upon successful completion of this course students will/should (?) be able to:

- *List of NIC outcomes*

The NIC learning outcomes above have been derived from, and are implementations of, externally referenced learning outcomes, characterized with NIC values and local/Indigenous culture. In fulfilling the above, students will also have met the requirements set by the external organization:

Upon successful completion of this course students will/should be able to:

- *List of external learning outcomes*

Discussion Points:

- At many other institutions they have only a course outline, not both an ACD and course outlines.
- Solutions to this issue are currently in progress including addressing technical and procedural issues.
- CTLI consultation will include mapping the alignment between NIC and externally mandated learning outcomes.

It was recommended that EdCo form a subcommittee to research how other institutions are dealing with this issue and confirm the expectations of these external organizations.

Volunteers include:

- Jennifer Fallis Starhunter
- Michelle Badger
- Barb Biggs
- Cheryl O'Connell
- Donna Wedman

ACTION Item:

Invitations will be extended to Liesel Knaack and CC members.

Tony Bellavia's office will support this committee.

5.

Committee Reports

5.1 Education Council Chair Update

Tasks this month:

- Attending QAPA events to learn about the assessors' report: EdCo can expect to see revisions to policies as well as a new educational policy coming soon and significant revisions to course ACDs.
- Reviewing a new program development process in Curriculog currently underway.
- Considering a mentoring program for student members of EdCo and identifying any concerns or ideas they'd like to bring forward.
- Requesting ideas from faculty members via a poll on topics for EdCo to discuss: "Winners" were:
 - learning outcomes development,
 - connection to externally mandated expectations,
 - program advisory committee informing the curriculum development process,
 - micro credentials, and
 - discussion about credit vs hours.
- EdCo executive meeting: discussion on curriculum timelines for 2024-25 and proposed changes coming forward EdCo from QAPA
- Board of Governors meeting: workshop on cyber security, changes regarding international students, and updates on enrollment patterns
- Using EdCo meetings for professional development by incorporating training sessions to cover topics such as: EdCo's mandate, mentorship, leadership and governance at the post-secondary level.

There were no questions.

5.2 Planning and Standards Committee

There are currently no policies ready for committee review. Expectation is that there will be several policies coming in the near future.

5.3 Fast Track Committee

Minutes of 8 September 2023

5.3.1 New Course – ECM 200 Introduction to Ecosystems and Environmental Science

Moved by J. Fallis Starhunter / Seconded by A. Blacquiere **TO APPROVE THE NEW COURSE WITH AMENDMENTS.**

EFFECTIVE/START DATE: FA 2024

Amendments:

Add to all ECM learning outcomes:

- “apply intercultural & local Indigenous perspectives in meaningful and respectful ways in relation to the course.” There is ongoing discussion in Indigenous Education and Global... about applying this learning outcome as an omnibus change.
- Include stem sentence

Instructor Qualifications (check on all courses)

- Forestry vs forest

ECM 200

Course Description:

- Remove “western” and just use “a variety of worldviews”

Learning Outcome #2

- Clarify the wording

Evaluation

- Less specificity is required

MOTION CARRIED.

5.3.2 New Course – ECM 201 Fundamentals of Wildlife Ecology Monitoring

Moved by J. Fallis Starhunter / Seconded by M. Hearnden **TO APPROVE THE NEW COURSE WITH AMENDMENTS.**

EFFECTIVE/START DATE: FA 2024

Amendments:

Global changes as noted above AND:

Prerequisites; issue with system if courses are in the same term; keep other prerequisite(s) and clarify in program requirements; monitoring will be done by faculty responsible.

Course content; refer to “ecological monitoring” (EM as abbreviation)

Learning outcome #2; remove “accurately”

MOTION CARRIED.

5.3.3 New Course – ECM 202 Fundamentals of Aquatic Ecological Monitoring

Moved by J. Fallis Starhunter / Seconded by A. Blacquiere **TO APPROVE THE NEW COURSE WITH AMENDMENTS.**

EFFECTIVE/START DATE: FA 2024

Amendments:

Global changes as noted above AND:

Evaluation; less specificity

Instructor Qualifications: replace “forestry” with “natural resource management”

MOTION CARRIED.

5.3.4 New Course – ECM 203 Fundamentals of Forest Ecosystem Monitoring

Moved by J. Fallis Starhunter / Seconded by M. Badger **TO APPROVE THE NEW COURSE WITH AMENDMENTS.**

EFFECTIVE/START DATE: FA 2024

Amendments:

Global changes as noted above AND:

Instructor Qualifications: “forestry” vs “forest”
Learning Outcome #2: Remove “accurately”

MOTION CARRIED.

5.3.5 New Course – GIS 111 Fundamentals of GIS for Drone Mapping

Moved by J. Fallis Starhunter / Seconded by M. Kaur **TO APPROVE THE NEW COURSE WITH AMENDMENTS.**

EFFECTIVE/START DATE: FA 2024

Amendments:

Implementation: Remove RFT 112 as course equivalent

Description: “Orthoimagery”

Course Content: clean up list to remove unnecessary “and”

Learning Outcomes:

- Add stem sentence
- Add LO #1 as in ECM courses above

Instructor Qualifications: clarify language

MOTION CARRIED.

5.3.6 New Course – GIS 115 Eos Arrow GPS and Field Maps

Moved by J. Fallis Starhunter / Seconded by A. Blair **TO APPROVE THE NEW COURSE WITH AMENDMENTS.**

EFFECTIVE/START DATE: FA 2024

Amendments:

Credits vs hours; discussion is a work in progress

Learning Outcomes:

- LO#1 & 4; replace “describe” with “apply”
- Change bullets to numbers
- Note: added LO #1 does not apply to this course

Grade Scale: change to pass/fail

MOTION CARRIED.

5.3.7 New Course – GIS 116 Field Maps and Data Management

Moved by J. Fallis Starhunter / Seconded by M. Kaur **TO APPROVE THE NEW COURSE WITH AMENDMENTS.**

EFFECTIVE/START DATE: FA 2024

Amendments:

Fix breakdown of hours

Learning Outcomes:

LO #7: fix “end users”

MOTION CARRIED.

5.4 Curriculum Committee

Minutes of 26 February 2024

Items 5.4.1 – 5.4.4 were taken together

5.4.1 Course Revision – HCA 100 Concepts for Practice

5.4.2 Course Revision – HCA 105 Interpersonal Communications

5.4.3 Course Revision – HCA 110 Lifestyle & Choices

5.4.4 Course Revision – HCA 115 Common Health Challenges

Moved by J. Fallis Starhunter / Seconded by A. Blacquiere **TO APPROVE THE COURSE REVISIONS WITH AMENDMENTS.**

EFFECTIVE/START DATE: FA 2024

Amendments:

HVA 100, 105, 115

Credit hours

Re inconsistency; these hours are historical. Courses don't fit the university transfer model. There is no universal standard at NIC. Decanal areas strive for consistency but none are institution-wide.

HCA 100

Instructor Qualifications

Remove extra C in community

MOTION CARRIED.

Items 5.4.5 – 5.4.7 were taken together

- 5.4.5 Course Revision – HCA 120 Personal Care and Assistance**
- 5.4.6 Course Revision – HCA 125 Cognitive and/or Mental Health Challenges**
- 5.4.7 Course Revision – HCA 130 Introduction to HCA**

Moved by J. Fallis Starhunter / Seconded by M. Kaur **TO APPROVE THE COURSE REVISIONS.**

EFFECTIVE/START DATE: FA 2024

MOTION CARRIED.

Items 5.4.5 – 5.4.7 were taken together

- 5.4.8 Course Revision – HCA 140 Practice Experience in Multi-Level and/or Complex Care – 1**
- 5.4.9 Course Revision – HCA 145 Practice Experience in Home Support, Assisted Living, and/or Group Home Setting**
- 5.4.10 Course Revision – 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 REVISIONS.**

EFFECTIVE/START DATE: FA 2024

MOTION CARRIED.

6. New Business

6.1 HyFlex at North Island College – Frequently Asked Questions

Discussion:

- Faculty expressed several concerns about the consultation, communication and implementation processes for this new pedagogical delivery model and any related future policy developments.
- Administration clarified that this new method would be tested only with specific courses and instructors who would benefit from its flexibility, and that students and faculty will be supported in the transition.
- Faculty were encouraged to bring their concerns to the VP Academic and/or their Department Chairs and Deans to help to ensure the most successful rollout of this new delivery method.

7. Information / Correspondence

7.1 (Verbal) Report from VP Academic (T. Bellavia)

- The QAPA external reviewers' report has been circulated and now NIC must respond by March 15th. L. Knaack has been conducting sessions to get feedback. The response will be sent to EdCo for information before it goes to the ministry.
- The president's office has instructed the VP Academic and the VP Student & College Experience to develop NIC's first Strategic Enrollment Plan (SEM). This includes hiring an Associate VP College Experience who will be responsible to lead this process. It will be an inclusive process including staff and faculty. The plan will need to review the overall program compliment to ensure it meets the mandate of the ministry and includes the requirements of both international and domestic students. Metrics will be developed in-house after consultation and feedback.
- Recent Canada Immigration changes include a cap on International students with a 35% reduction. NIC's enrollment is about 14% International students so it is well situated to adapt to these changes. BC will be allocated 50K study permits. Study permits will have to show evidence that students are studying in programs linked to labour market outcomes.

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

- Staffing update: Indigenous counsellor, Kathryn Priest Perry, will replace Sara Lawrence in CR & CV while Sara is on leave.
- Indigenous Education Council will be gathering at the end of February to review the *Working Together* strategic plan at its 2.5 year mark to review its progress from a college-wide perspective, and then prioritizing its goals and next steps.
- Indigenous Education has been working with the Komox Cultural Connections Committee who have been working on the art components for the student housing project. Pamela Mitchell, a Komox First Nations artist, was chosen by committee members to create artwork for the front of the building. K. Shopland shared the image of an etching of a frog design called the Knowledge Keeper. The frog is known for its adaptability and knowledge, and for bringing great wealth and power as he travels and lives in the two worlds of water and land.

8. Meeting Evaluation – Roundtable Discussion

Everyone agreed it was a good meeting.

9. Next Meeting – March 8, 2024

10. ADJOURNED AT 3:57pm