MINUTES OF THE MEETING OF THE NORTH ISLAND COLLEGE EDUCATION COUNCIL
HELD AT THE COMOX VALLEY CAMPUS & ON TEAMS ON FRIDAY, JUNE 7, 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*
	Georgette Whitehead, Faculty, Comox Valley
	Jason Wang, Student, Comox Valley
	Jennifer Fallis Starhunter, Faculty, Campbell River, *Chair, Curriculum & Fast Track*
	Kelly Shopland, Administration
	Laura Hickey, Faculty, Campbell River
	Manpreet Kaur, Support Staff, Comox Valley
	Michelle Badger, Administration
	Tony Bellavia, Administration, Comox Valley
	Lisa Domae, President (Ex-Officio)
	Kara Foreman, Recording Secretary (RS)
REGRETS:	Cheryl O'Connell, Administration
	David Johns, Faculty, Campbell River
	Judith Marriott, Faculty, Comox Valley, *Chair, Planning & Standards*
	Kelly Goudreau, Faculty, Comox Valley
	Lernard Chiremba, Student, Comox Valley
	Margaret Hearnden, Faculty, Comox Valley
	Shubham Chauhan, Student, Campbell River
	Xiang Luo, Student, Comox Valley
	Rylee LaTrace, Board of Governors Representative

1.   **Indigenous Acknowledgment**
       Declaration of Quorum
       A. Brady declared quorum at 12:37pm.

2.   **Adoption of Agenda**
       Moved by A. Blacquiere / Seconded by B. Biggs **TO ADOPT THE AGENDA FOR JUNE 7, 2024.**
                                                   MOTION CARRIED.

3.   **Review of Minutes of the Meeting**
       Moved by M. Badger / Seconded by B. Biggs **TO APPROVE THE MINUTES OF THE MEETING OF MAY 10, 2024.**
       Approved as presented.
                                                   MOTION CARRIED.

4.   **Business Arising – None**

5.   **Committee Reports**
       5.1   **Education Council Chair Update**
              Tasks this month:

- Attended Academic Governance Council meeting (all BC EdCo chairs)
  Discussions re:
  - adding a designated seat for an Indigenous member
  - the meaning of "ex-officio"
  - operational vs curricular items
  - micro credentials and whether they are EdCo's purview
  - part time faculty members
  - having program review subcommittees
- Meeting to finalize the curriculum submission schedule for 2024-25
- Attending the post-secondary governance workshop with the Board of Governors

There were no questions.

5.2 Planning and Standards Committee
No policies. No meeting.

5.3 Curriculum Committee (CC)
Minutes of 17 May 2024

Chair Report
- Noted low participation in EdCo member review of the curriculum proposals so no consent agenda
- Explanation of information and deadlines presented in the curriculum submission schedule for 2024-25

There were no questions.

5.3.1 Program Revision – Bachelor of Science in Nursing Degree

Moved by J. Fallis Starhunter / Seconded by L. Hickey **TO APPROVE THE PROGRAM REVISION.**

EFFECTIVE/START DATE: FA 2024
No Amendments

MOTION CARRIED.

5.3.2 Course Revision – GLS 160 Culture, Communication and Global Citizenship

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

EFFECTIVE/START DATE: FA 2024
Amendments
Learning Outcomes formatting: change to lower case with semi-colon

MOTION CARRIED.

Items 5.3.3 – 5.3.6 were taken together
5.3.3 New Course – ATH 300 Automotive Service Technician Apprenticeship Harmonized Level 3
5.3.4 New Course – ATH 400 Automotive Service Technician Apprenticeship Harmonized Level 4
5.3.5 New Course – TTA 400 Truck and Transport Mechanic Apprenticeship Level 4
5.3.6 Course Revision – PBH 400 Plumbing Apprenticeship Harmonized Level 4

Moved by J. Fallis Starhunter / Seconded by A. Blacquiere **TO APPROVE THE NEW COURSES AND COURSE REVISIONS.**

EFFECTIVE/START DATE: FA 2024
No Amendments

MOTION CARRIED.

5.3.7 Course Revision – DGL 113 Introduction to Javascript
5.3.8 Course Revision – DGL 114 Introduction to Mobile App Development

Moved by J. Fallis Starhunter / Seconded by B. Biggs **TO APPROVE THE COURSE REVISIONS.**

EFFECTIVE/START DATE: FA 2024
No Amendments

MOTION CARRIED.

5.3.9 Course Revision – DGL 123 Introduction to PHP

Moved by J. Fallis Starhunter / Seconded by B. Biggs **TO APPROVE THE COURSE REVISION.**

EFFECTIVE/START DATE: FA 2024
No Amendments

MOTION CARRIED.

Items 5.3.10 & 5.3.12 were taken together

5.3.10　　**Program Revision – Communication Design Diploma**

5.3.12　　**Program Revision – Android Application Development Certificate**

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

EFFECTIVE/START DATE: FA 2024
No Amendments

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MOTION CARRIED.

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5.3.11　　**Program Revision – Advanced Digital Design & Development Diploma**

Moved by J. Fallis Starhunter / Seconded by B. Biggs **TO APPROVE THE PROGRAM REVISION.**

EFFECTIVE/START DATE: FA 2024
No Amendments

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MOTION CARRIED.

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5.3.13　　**Program Revision – Digital Design & Development Post Graduate Certificate**

5.3.14　　**Program Revision – Digital Design & Development Post Graduate Diploma**

Moved by J. Fallis Starhunter / Seconded by B. Biggs **TO APPROVE THE PROGRAM REVISIONS.**

EFFECTIVE/START DATE: FA 2024
No Amendments

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MOTION CARRIED.

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5.3.15　　**Program Revision – Web Design Fundamentals Certificate**

5.3.16　　**Program Revision – Web & Mobile Application Development Diploma**

Moved by J. Fallis Starhunter / Seconded by B. Biggs **TO APPROVE THE PROGRAM REVISIONS.**

EFFECTIVE/START DATE: FA 2024
No Amendments

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MOTION CARRIED.

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6.　　**New Business – Bylaw Amendments**

Quorum required for bylaw amendments was not met. Changes will have impacts on the election process in September. It was agreed that after discussion at the meeting an email vote would be requested by the chair to carry the motion to amend the bylaws.

Discussion:

- Question of whether the current membership is in compliance with the BC College & Institute Act.
- Noted that standing committee chairs must be included in the faculty membership elections and counted as voting members for quorum.

7.　　**Information / Correspondence**

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

- Kathleen Haggith now in position as AVP College Experience
  She will now initiate the first strategic enrollment management integrated planning process at NIC.
- Development of Roadmap for Quality Student Learning will be led by Liesel Knaack, director of the Centre for Teaching & Learning Innovation. Students will be invited to participate in the development process.

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

- Last Indigenous Education Council meeting was on May 30th. Now working on the yearend report which will be shared at the next meeting in September. The September meeting will also include elections to the Council.
- June is National Indigenous Histories month. Watch for community events to celebrate National Indigenous Day on June 23rd.

8. **Meeting Evaluation – Roundtable Discussion**
   Everyone agreed it was a good meeting.
   Chair acknowledged members whose terms are ending. There will be no September EdCo meeting but members may be called upon for EdCo matters until their term ends on September 30th.
   Faculty were encouraged to invite their students to run for Council.

9. **Next Meeting – October 18, 2024**

10. **ADJOURNED AT 2:22pm**