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**MINUTES – *Approved***

**COLLEGE ACADEMIC COUNCIL**

**March 05, 2018**

|  |  |  |  |
| --- | --- | --- | --- |
| **Chair** | Steve Neumann | | Present |
| **Academic Representatives** | Algonquin Centre for Construction Excellence | Jeff Ross | Regrets |
| School of Advanced Technology | Sean Beingessner | Present |
| School of Business | Judy Puritt | Present |
| School of Health and Community Studies | Judy Flieler | Present |
| School of Hospitality and Tourism | Tara Ettinger | Present |
| School of Media and Design | Steve Neumann | Present |
| General Arts and Science | Jonathan Parker | Present |
| Career & Academic Access Centre | Kilmeny West | Present |
| Language Institute | Claire Tortolo | Present |
| Police and Public Safety Institute | Sharleen Conrad-Beatty | Present |
| Algonquin College in the Ottawa Valley | Frank Christinck | Present |
| Algonquin Heritage Institute | vacant |  |
| Counsellors | Karen Barclay-Matheson | Present |
| Librarians | Brenda Mahoney | Present |
| **Support Staff Representative** | Lisa Lamb | | Present |
| **Student Representatives** | Victoria Ventura, President, Students’ Association | | Regrets |
| Brett Parnell, Director, Students’ Association | | Present |
| Luke Krolak, Director, Students’ Association | | Present |
| **COL** | Rebecca Volk | | Regrets |
| **Past Chair** | Jeff Ross | | Present |
| **Dean** | Jim Kyte, School of Hospitality and Tourism | | Present |
| **Chair** | Sherryl Fraser, General Arts and Science | | Present |
| **Ex-Officio Members:** | Vice President, Academic | Claude Brule | Present |
| Vice President, Student Services | Laura Stanbra | Present |
| Registrar | Krista Pearson | Present |
| **Guests:** | George Cole, Ombudsman  Krista Marsden, Manager, Student Financial Support  Maggie Cusson, Dean, Academic Development  Jonathan Weber, Researcher, Learning and Teaching Services  James Halls, Coordinator, School of Business | | |

**1. Call to Order**

The meeting was called to order at 4:30 pm.

**2. Approval of Agenda – March 05, 2018**

Frank Christinck moved the agenda be approved as amended. Sharleen Conrad-Beatty seconded the motion. All members were in favour.

**3. Approval of Minutes – January 29, 2018**

Luke Krolak moved that the minutes of January 29, 2018 be approved as distributed. The motion was seconded by Tara Ettinger. All members were in favour.

**4. New Business**

**4.1 ITS Issues in B Building**

James Halls, Coordinator, School of Business spoke to Council about ongoing issues with poor wireless connectivity at the College. The Students Association representative noted that the same thing is happening in the School of Hospitality and Tourism.

***Action:***  The concerns will be forwarded to ITS and CTC-Academic and escalated to ensure the ongoing nature of the sporadic coverage outages is addressed.

**4.2 Ombudsman’s Report 2016-2017**

George Cole, Ombudsman, was welcomed to the meeting. He provided a briefing on the Ombudsman’s Report for the 2016-2017 academic year.

He noted that the Office has been in place since 1979 and spoke to the purpose and role of the position. The Office welcomed two new members this year: Carley Davidson, Ombudsman Officer, and Barbara Carswell, Associate Ombudsman.

Mr. Cole provided some case summaries at a high level to ensure anonymity of clients. The purpose of the presentation was to provide an awareness of the challenges and issues of the Office, noting that recommendations will be made in the future.

He did raise the issue of group work and suggested that the College review its processes and policies related to this academic activity. How do we assist faculty in developing the capacity to support their students in developing competency regarding group work? The Office is committed to working with faculty to address ongoing issues.

A brief question and answer period followed.

**4.3 Net Tuition Project**

Krista Marsden, Manager, Student Financial Support provided Council with an update on the work done to date on the Net Tuition Project, as well as the new entrance bursaries and scholarships.

**5. Business Arising**

**5.1** **Required Resources CAC Subcommittee**

Jonathan Parker reported that the subcommittee met for the first time this morning. He provided a brief synopsis of the work done noting that if anyone else was interested in joining, they would be more than welcome.

**5.2 eText Grade Analysis**

Maggie Cusson introduced Jonathan Weber, researcher for the two eCampus Research Projects and provided the background on these two projects.

Mr. Weber spoke to the research noting that there is an overall negligible effect of eText on GPA, thought a School/Department variable has some very minor impact on student grades/GPAs. He recommended that the question regarding “required resource” be added back to the Student Course Feedback survey.

***Action:*** Academic Operations and Planning to be advised.

**5.3 Emergency Planning**

Judy Flieler reported that she had spoken with Risk Management who advised that there is a one pager – Emergency Procedures on the website as well as an app that will keep you informed in case of emergencies.

**6.0 Consent Agenda – College Policies**

**6.1 AA32 Electronic Devices in the Classroom**

Approved.

**6.2 AA36 Field Trips**

Approved.

**6.3 AA17 Dean’s Honours List**

Approved.

**7.0 Next Meeting – March 26, 2018**

Agenda items include:

Learner Driven Plan – Laura Stanbra advised Council that a read ahead package would be distributed prior to the meeting. Members were asked to share with their colleagues for comments to be brought to the next meeting.

Indigenization Strategy – Yves Pelletier, external consultant, is working with Ron McLester to create an Indigenization Strategy for the College. He will be attending Council at the next meeting to obtain input. Read ahead materials are posted to the SharePoint site.

**6. Adjournment**

There being no further business, Jonathan Parker moved the meeting adjourn. The motion was seconded by Karen Barclay-Matheson. All members were in favour.