

**MINUTES – Approved
COLLEGE ACADEMIC COUNCIL
October 29, 2018**

Chair	Judy Puritt		Present
Academic Representatives	Algonquin Centre for Construction Excellence	William Roberts	Present
	School of Advanced Technology	Martin Lee	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	Jodi Tilley	Present
	General Arts and Science	Jonathan Parker	Present
	Career & Academic Access Centre	Karen Carr	Present
	Language Institute	Carl O’Toole	Present
	Police and Public Safety Institute	Sharleen Conrad-Beatty	Present
	Algonquin College in the Ottawa Valley	Frank Christinck	Regrets
	Algonquin Heritage Institute	vacant	
	Counsellors	Karen Barclay-Matheson	Present
Librarians	Maureen Sheppard	Present	
Support Staff Representative	Lisa Lamb		Present
Student Representatives	Deijanelle Simon, President, Students’ Association		Present
	Karl Houlihan, Director, Students’ Association		Present
	Madeleine Mei, Director, Students’ Association		Regrets
COL	Rebecca Volk		Present
Past Chair	Steve Neumann		Regrets
Dean	Robyn Heaton, Faculty of Arts, Media & Design		Present
Chair	Erin Stitt-Cavanagh, Allied Health		Present
Ex-Officio Members:	Vice President, Academic	Claude Brulé	Present
	Vice President, Student Services	Laura Stanbra	Present
	Registrar	Krista Pearson	Present
Guests:	Jeremy McQuigge, Manager, Digital Resources		

1. Approval of Agenda – October 29, 2018

Judy Flieler moved the agenda be approved as amended. Karen Carr seconded the motion. All members were in favour.

1.1 2018-2019 CAC Work Plan

Judy Pruitt introduced the Work Plan document which will be updated on an ongoing basis.

2. Approval of Minutes

2.1 June 08, 2018

Karen Barclay-Matheson moved that the minutes of June 08, 2018 be approved as distributed. The motion was seconded by Sharleen Conrad- Beatty. All members were in favour.

2.2 September 24, 2018

Deijanelle Simon moved that the minutes of September 24, 2018 be approved as amended. The motion was seconded by Martin Lee. All members were in favour.

3. Business Arising

3.1 CAC Priorities Survey Results, 2018-2019

Judy Flieler presented the findings of the team. Discussion followed based on input from the constituent groups and the survey themes.

Following discussion, Judy Puritt summarized and obtained support for the following three priorities for 2018-2019, all of equal priority:

- Transparency / Communications: information is gathered and then what happens about/to it
 - Learning Management System
 - Retroactive Accommodation
 - Program Quality Review
 - Key Performance Indicator
 - Internationalization
 - Indigenization
 - Program Advisory Committees

- Physical Space for Teaching:

- Scheduling (long, late days): student experience; faculty support
- Overcrowding
- All campuses (e.g., issues re: labs in Pembroke and Perth)
- Professional Development:
 - Learning Management System
 - Online and hybrid courses
 - Internationalization
 - Indigenization
 - Pedagogy

It was suggested that the Learner Driven Plan (LDP) should also be a priority. However, this item will be brought to Council by Claude Brulé and Laura Stanbra as needed.

Martin Lee moved that the priorities be accepted as discussed. The motion was seconded by Tara Ettinger. All were in favour.

3.2 College Academic Council Annual Report 2017-2018

The College Academic Council Annual Report 2017-2018 was prepared and submitted for review by Steve Neumann, Past Chair. The report will be submitted to the President and will be included with the Annual Business Plan Report the College is required to submit to the Ministry each year. The report provides an overview of Council's activities.

It was noted that the content referencing the study break in every term provided an example supporting concerns about transparency and communication. It was requested that this notation being included in the minutes.

The report was received by Council.

3.3 Institutional Pay Model

Deijanelle Simon advised that the Students' Association is looking for assurance that Algonquin College is acting, in accordance with predetermined notice requirements, to terminate any agreements with publishers, and to ensure that the College is not contractually obligated to participate in the Institutional Pay Model for yet another year.

Jeremy McQuigge advised that Course Material Services, through support of Retail Services, has not taken any steps nor engaged in any activity prohibiting the College from exiting the Institutional Pay Model as it pertains to including course material in a compulsory A108 ancillary fee. Course Material Services will continue to work with College stakeholders to continue improving the course material

experience while seeking to uphold the original tenants of the program including access, and affordability.

Claude Brulé shared with Council that a memo was being prepared for distribution to the College community to advise that, based on the feedback to date, the College will be moving away from the Institutional Pay Model for course resources. It was recommended that the memo be shared with the Ombudsman before it is distributed.

Action: Claude Brulé

Following discussion, it was agreed that the Subcommittee on Required Resources would continue so as to address the outstanding concerns.

Action: CAC Subcommittee on Required Resources

3.4 Learner Driven Plan Update

Claude Brulé and Laura Stanbra, accompanied by Lynn Schumann, spoke to a PowerPoint presentation to provide Council with a high level overview of the project mandate, governance and goals for the development of the Learner Driven Plan as well as an update on the progress toward feedback goals.

Feedback was provided by Council and captured by Lynn Schumann. Discussion also focused on the growing anxiety of faculty in light of the number of initiatives in process.

Recall: At the request of Claude Brulé and Laura Stanbra.

4. New Business

4.1 Social Media

Deferred.

5. Adjournment

Deijanelle Simon moved the meeting adjourn. The motion was seconded by Tara Ettinger. All members were in favour.