

MINUTES – Approved
COLLEGE ACADEMIC COUNCIL
April 01, 2019

Chair	Judy Puritt		
Academic Representatives	Algonquin Centre for Construction Excellence	William Roberts	Regrets
	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
	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	Present
	Algonquin Heritage Institute	vacant	n/a
	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		Regrets
	Madeleine Mei, Director, Students' Association		Present
COL	Rebecca Volk		Present
Past Chair	Steve Neumann		Regrets
Dean	Robyn Heaton, Faculty of Arts, Media & Design		Present
Chair	Erin Stitt-Cavanagh, Allied Health		Regrets
Ex-Officio Members:	Vice President, Academic	Claude Brulé	Regrets
	Vice President, Student Services	Laura Stanbra	Present
	Registrar	Krista Pearson	Present
Guests:	Maggie Cusson, Dean, Academic Development Shannon Findlay, Program Quality Assurance Administrator		

	Ron Deganadus McLester, Executive Director, Truth, Reconciliation and Indigenization
--	--

1. Approval of Agenda – April 1, 2019

Karen Carr moved the agenda be approved as distributed. Deijanelle Simon seconded the motion. All members were in favour.

1.1 2018-2019 CAC Work Plan

Judy Puritt reviewed the Work Plan with members.

Jonathan Parker enquired on the change to the student fees and whether there was sufficient information that could be provided to members. Krista Pearson confirmed that the Policy was received on Friday and that the Fees that were approved on February 25th remain in place. The OSAP technical documents are expected later this month.

Action: Members with any further questions can send them directly to Krista Pearson.

2. Approval of Minutes

2.1 March 4, 2019

Karen Barclay-Matheson moved that the minutes of March 4, 2019 be approved as amended. The motion was seconded by Martin Lee. All members were in favour.

3. Business Arising

3.1 Program Quality Review (PQRs)

Maggie Cusson and Shannon Findlay provided members with an update on the deferred 2017-2018 PQRs as a result of the work stoppage and the expected 68 PQRs that will be conducted in 2018-2019 for programs that have not been reviewed in the past six years or more. Academic Development undertook an internal survey and focus groups with team leaders and Chairs as well as an environmental scan of best practices at other institutions to increase the visibility and rigour of PQRs. This resulted in the establishment of the Program Quality Assurance Committee whose mandate is to review completed PQRs and subsequent follow up reports to ensure that recommendations are being implemented. The revised report template includes new sections on data and curriculum analysis and will be pre-populated with program data.

It was noted that previous funding allocations were insufficient to account for this activity and where possible, full time faculty who are identified as Team Leads by Academic Chairs/Managers will be given release time based on the duration of the program credential.

A questions and answer session followed.

- The template is on the website.
- External reviewers would be required when programs need a fresh set of eyes or are in need of an overhaul. These external reviewers would be over and above the PAC members, possibly a Subject Matter Expert (SME) from another institution.
- Maggie Cusson noted that several of the policies are inter-connected and are out-of-date and are in the process of being update.
- Maggie Cusson confirmed that the not all our programs are listed on the website, but will be updated.
- Training sessions will be held in May and August and Team Leads with PQRs this year may be invited to Aligning and Building Curriculum (ABC). As seating is limited as this conference, Academic Development will be prioritizing those invited and are considering offering a mini-ABC at the College. Concerns were raised regarding the May-June period once the College begins the 14-week semester and Shannon Findlay noted that it would depend on how faculty are SWF'd.
- Student feedback is gathered at Student Focus Groups, surveys, KPIs, Program Council minutes and the team was open to further suggestions.
- Maggie Cusson spoke to the transparency of academic processes including PQRs and has initiated a Salesforce Project to bring more visibility to those programs under review, new programs and what happens to PQR recommendations. The system can be demonstrated once it has been launched.

3.2 Education City

Maggie Cusson spoke to an initiative by postsecondary institutions in Ottawa to work together to share resources, develop more integrated “stackable” academic projects, and share research shops to help find solutions to challenges faced by businesses, non-profits and governments. The prime objective will be to enhance employability for the workforce of tomorrow.

The Education City pilot project is intended to demonstrate joint promotion of Ottawa as a destination of choice for international recruitment; innovation in flexible joint diploma/degree educational opportunities; creation of a network of “research shops” to engage with business, non-for-profit and government organizations; and work with indigenous communities to support positive contribution and action of the TRC’s call to action.

A questions and answer session followed.

- The indigenous component of the Project is not as far along as it could be but Ron McLester may have further information for members. We need to follow up with action with our local indigenous communities and not just speak about the words.
- The Project is looking at mobility and possible funding through ONCAT to help with this, however, discussions are more about joint program offerings at this stage.
- Members spoke to the possibility of applicants receiving exemption information with their letters of offer. Krista Pearson noted that there are processes we can adopt from universities, but a thoughtful process need to be undertaken as there will be an impact on programs and we need to clearly understand it before it can be implemented.
- Frank Christinck spoke to the challenges with Applied Research at outlying or remote campuses and the need to promote these spaces. How do we strengthen those interactions between faculty from Algonquin and Ottawa and Carleton universities?
- Friday, March 31st marked the end of the fiscal year and there is enough momentum and commitment to keep this pilot project going. The project team was surprised on how resonant this initiative is.
- The Libraries have been part of the consortium for many years and it was noted that this is a great piece to market.

Action: Maggie Cusson to raise identified concerns at the Education City meeting on Wednesday.

Members, with any further questions or comments, were asked to forward them directly to Maggie Cusson.

4. New Business

4.1 Indigenization Strategy

Ron McLester spoke to the state of the College's Indigenization Plan, the results of the research completed as part of the 2017-2018 SIP funding, and the need to socialize the next steps to the broader community. Two more Playback Sessions will be held on Monday, April 8th at the Perth Campus and Wednesday, April 10th at the Ottawa Campus. There is no universally accepted definition of Indigenization in Canada. Depending on the institution and whether it is a college or university, there seems to be a heavy focus on either decolonization or Indigenous autonomy. At the moment, the hiring of an Indigenous faculty member seems to be a consistent theme throughout both levels of postsecondary institutions.

Algonquin College is unique for many reasons. Our geographical location, access to embassies, positive social-cultural climate (open and willing to explore Indigenous Knowledge while addressing recommendations from TRC report) and relationships with local Indigenous communities are just a few examples of those reasons. The key recommendation is to take additional time to continue exploring Indigenous Knowledge and governance models to enable better use of the recommendations resulting from the 2017-2018 SIP: Transforming Indigenization Initiatives. This includes taking understanding from the Haudenosaunee Thanksgiving Address and embedding its framework into our business planning cycle. Additionally, time is needed to continue framing the operational needs of Burnt Water while working towards consensus as to how to proceed with the current need to hire the Indigenous Pedagogy and Curriculum Consultant.

In the Fall, Ron McLester approached the President about the possibility of Chairing the Algonquin College Leadership Team (ACLT) and embedding Indigenous Ways and the stories that we tell about recognizing Mother Earth using the framework of building a ladder to the sky and thanking everything from the tiny rocks up to the stars and recognizing that we would disappear if any of those rungs in the ladder were taken away; that the two-legged are dependent on every rung on the ladder. Looking at this, he spoke to putting the ladder on its side and change the rungs to Vice President, Student Services, Communications, International, etc. and looked at the calendar as the vertical rungs to shine a light on each of these divisions. In essence, identifying and exploring indigenous knowledge and applying it to 21st century thinking.

A questions and answer session followed.

- Madeline Mei loved the idea of seasons of service or support that we are all connected and that students are like strands in the web of Algonquin College.
- Jonathan Parker noted that General Arts and Science (GAS) has the highest percentage of indigenous students from communities that don't feel sufficiently assisted and noted that the prospects for their first attempt is very low. He also noted that the current funding model is unsustainable and can't be measured using traditional models. Ron McLester invited Jonathan to meet with him to discuss this issue further, especially in view that less than 100 indigenous students avail themselves of the services offered by the Mamidosewin team.
- Deijanelle Simon spoke to indigenization and Education City and questioned whether the collaboration from the other institutions are working on similar plans. Ron McLester confirmed that it is under Bundled Arrows and is tied together and whether it has direct ties to Education City remains to be seen.

4.2 2019-20 CAC Priority Planning

Martin Lee spoke to the survey that was dramatically shortened to four questions using Survey Monkey. Rather than gathering individual feedback, this year's survey will rank the areas faculty feel require the most attention using a drop down menu and space to explain why they feel that way. There is an opportunity for faculty to be contacted if they so wish, otherwise the survey will remain anonymous. Jonathan Parker confirmed that the brief descriptions, examples and explanation of acronyms will be included in the survey. The survey will be posted to MyAC which provides security against any Phishing viruses.

Action: Members agreed to release the survey as soon as possible to ensure the results are available for discussion in June.

4.3 Program Advisory Committee Review Working Group Update

This item was deferred as Robyn Heaton noted that it was not time sensitive.

5. Consent Agenda for Policies

5.1 AA01 Advisory Committee

Members agreed that a formal vote needs to occur before the policy can be endorsed.

Action: Item to be recalled for discussion.

5.2 AA42 Learning Management System

Members agreed that a formal vote needs to occur before the policy can be endorsed.

Action: Item to be recalled for discussion.

6. Adjournment

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