Chair	Martin Lee		Present
Academic Representatives	Algonquin Centre for Construction Excellence	Ken Hill	Regrets
	School of Advanced Technology	Martin Lee	Present
	School of Business	James Halls	Present
	School of Health and Community Studies	Jennifer Liberty	Present
	School of Hospitality and Tourism	Enrico DeFrancesco	Present
	School of Media and Design	Danielle Allard	Present
	General Arts and Science	Leslie Wyman	Present
	Career & Academic Access Centre	Karen Carr	Present
	Language Institute	Carl O'Toole	Present
	Police and Public Safety Institute	Sharleen Conrad-Beatty	Regrets
	Algonquin College in the Ottawa Valley	Heather Macmillan	Present
	Algonquin Heritage Institute	Pat Murphy	Present
	Counsellors	Karen Barclay-Matheson	Present
	Librarians	Maureen Sheppard	Present
Support Staff Representative	Lisa Lamb		Present
Student Representatives	Emily Ferguson, President, Students' Association		Present
	Robert Richter, Director, Students' Association		Present
	To be confirmed		Present
COL	Rebecca Volk		Present
Past Chair	Enrico de Francesco		Present
Dean	Robyn Heaton, Faculty of Arts, Media and Design		Present
Chair	Jodi Jaffray, Community Studies		Present
Ex-Officio Members:	Senior Vice President, Academic	Chris Janzen	Present
	Vice President, Student Services	Laura Stanbra	Present
	Registrar	Krista Pearson	Present
Guests:	Andre O'Bonsawin, Jessica Devries, Cristina Holguin-Pando, Danielle Evong		

1. **Approval of Agenda – November 30, 2020**
   The meeting was constituted at 4:33 pm.
   Enrico de Francesco moved the agenda be approved as presented. Karen Carr seconded the motion. All members were in favour.

1.1 **2020-2021 College Academic Council Work Plan**
   The work plan was briefly reviewed.

2. **Approval of Minutes – November 02, 2020**
   Deferred.

3. **Business Arising**

3.1 **Selection of Executive Committee 2020-2021**
   Karen Barclay-Matheson agreed to represent the Academic Staff on this committee.

3.2 **Terms of Reference (Policy AA02 College Academic Council)**
   Robyn Heaton reviewed the background of this working group as well as the revisions that have been suggested to date. There is a recommendation for three additional administrative representatives on the membership: one each from AC Online, Cooperative Education Office, and Applied Research and Innovation. It was also suggested that perhaps a second Support Staff representative would be valuable. Discussion focused on possible membership changes. All other changes were deemed acceptable.

   Recall: At the discretion of the Working Group Chair.

3.3 **College Academic Council Annual Report 2019-2020**
   Enrico de Francesco spoke to the annual report and the process for creating the document. He noted that he enjoyed being the Chair of Council and recommended that members don't shy away from being on a working group as they are worthwhile endeavours.

   Rebecca Volk moved that the CAC Annual Report, 2019-2020 be approved as presented. The motion was seconded by Robyn Heaton. All members were in favour.

3.4 **CAC Priorities Survey Results 2020-2021**
   Martin Lee reviewed the original PowerPoint presented at the last meeting and spoke to the priority topics: 1. Online Delivery (COVID-19), 2. & 3. Indigenization and 14 Week term (tied), 4. Admissions.

Council had been asked to go back to their constituents to discuss and obtain feedback. The Chair asked for members to share the responses.

COVID-19
- COVID-19 Adaptation was the greatest concern; not feeling that personal standards are being met
- Things are taking much more time to do, i.e. evaluation/grading
- Accommodated COVID time for faculty, but have not looked at the impact on Coordinators
- There is pressure to accommodate students
- Not enough support for teaching students how to be resilient
- Concern about burnout
- Students are feeling overwhelmed and seem to be having trouble getting information; psychological support needed for students, especially with the pandemic
- Faculty are overwhelmed

Indigenization
- Faculty want to increase content but don't know how.
- Some are more concerned about international students
- Note that books reflect internationalization rather than indigenization
- Faculty need resources to help embed indigenization in curriculum
- *(Secretary's Note: This is the email sent out be Rebecca Volk regarding available resources on November 04, 2020. - Pursuant to last night's conversation at the CAC re: faculty requests for support/guidance on Indigenization, I want to be sure that everyone knows about the resources available on the Colleges Libraries Ontario Learning Portal within the Faculty Toolkit. This is the main page of the* Faculty Toolkit in the Learning Portal *(so many good resources here) and here's the link to the* Indigenous inclusion materials*)*

Admissions
- Wonder how some students were able to pass the language test

14 Week term with 1 week break
- Concern about course load and the hand-over
- Confirmation provided that it is a 14 week term with a reading week I the middle; however, there are a small number of courses that are being delivery in 7 weeks
- The mid-term break is an opportunity for a break; we are not supposed to be overloading students with work. Note that it is 14 weeks of instruction (not 15).

Based on the feedback and discussion it was agreed that the priorities would be as follows:

a. COVID-19
b. Indigenization
c. 14 Week term with mid-term break
d. Admission requirements.

4.0   New Business

4.1   Indigenization Professional Development
Andre O'Bonsawin advised that the Office of Truth, Reconciliation and Indigenization is working in collaboration with the College Diversity and Inclusion Team and the Centre for Organisational Learning to deliver Indigenous training modules developed by Reconciliation Education.

This self-paced multi-media course provides a basic, foundational knowledge on truth and reconciliation that nearly all Canadians missed during their education journey, and is intended for Indigenous and non-Indigenous learners. This 3-hour course offers a concise primer on the truths and implications of the historical and contemporary relationship between Indigenous Peoples and those who settled on their lands in Canada. The course and its 20hr + bonus award-winning films and video library shines a bright light on the contributions of Indigenous Peoples and debunks myths and stereotypes.

This activity will launch in January/February 2021.

5.0   Corporate Policies

5.1   AA45 Articulation Agreements
Jess Devries presented the new policy AA45 Articulation Agreements for review and feedback from Council.

The purpose of this policy is to support the development, implementation, and maintenance of high quality and value-added internal and external pathways to and from Algonquin College's postsecondary programs through articulation agreements and to ensure that employees, applicants, learners, and graduates are aware of and receive clear and correct information about these agreements.

Further, the policy will enable the development and renewal of internal and external pathways into the College's bachelor's degree programs, without requiring applications for amendment to Ministerial Consent.

This policy and related procedures applies to internal articulations between Algonquin College postsecondary programs and external articulations between Algonquin College and recognized postsecondary institutions at the provincial, national, and international level. Given that the College has over 500 such agreements, it stands to reason we would support and formalize this activity through policy and procedure.

Council indicated support for the policy and provided feedback accordingly.

5.2   AA27 General Education Courses
Jess DeVries advised that Policy AA27 was revised during the 2019-20 academic year as per the AD01 Administration of Policies 5-year cyclical mandatory policy review practice. The College's Degree Breadth Framework was also under review in 2019-20 and approved in the same timeframe as the revised General Education Policy. Following these approvals, it was determined that Policy AA27 should cover both general education courses for Ontario College Credential programs, as well as non-core (or breadth) courses for degree programs. The proposed changes were reviewed with Council. It was noted that the policy will be renamed to reflect the inclusion of the Breadth courses in the policy and procedures.

Council indicated support for the policy and provided feedback accordingly, noting the need for clarification is certain areas.

5.3   RE01 Research Administration
Cristina Holguin-Pando and Danielle Evong were welcomed to Council They will be speaking to changes required to the Research policies which were created in the early 2000's to ensure the College had a solid foundation for apply for research funding to the Tri-Council.

The revised Policy RE01 Research Administration aligns with current research administrative practices and compliance with funding agencies guidelines. The review process strengthens the institutional preparedness to continue building administrative capacity while promoting and fostering an environment of creativity and innovation while providing provisions for risk mitigation.

Council provided feedback and questions on the revisions. Members were encouraged to share with their colleagues, who do research, for review and additional feedback. The feedback will be incorporated accordingly.

Recall: January 25, 2021

5.4   RE02 Integrity in Research and Scholarly Activity
The revised Policy RE02 Integrity in Research and Scholarship brings the previous policy into alignment with current research ethics practices and compliance with

funding agencies guidelines. The review process strengthen the institutional preparedness to continue building administrative capacity while promoting and fostering an environment of creativity and innovation.

The revisions provide clearer understanding of the roles and responsibility of the applied research and innovation stakeholders, eliminate redundancy, align with policy changes across funding agencies and include provisions for risk mitigation.

Council provided feedback and questions on the revisions which will be incorporated accordingly.

5.5 RE03 Research Involving Human Subjects
The updated Policy RE01 Research Administration brings the previous policy into alignment with current research administrative practices and compliance with funding agencies guidelines. The review process strengthens the institutional preparedness to continue building administrative capacity while promoting and fostering an environment of creativity and innovation.

The revisions provide clearer understanding of the roles and responsibility of the applied research and innovation stakeholders, eliminated redundancy, aligned with policy changes across funding agencies and included provisions for risk mitigation.

Council provided feedback and questions on the revisions which will be incorporated accordingly. However, due to time constraints, this item will be brought back to the next meeting.

Recall: January 25, 2021

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