

**MINUTES – Approved**  
**COLLEGE ACADEMIC COUNCIL**  
**January 20, 2020**

<b>Chair</b>	Jonathan Parker		Present
<b>Academic Representatives</b>	Algonquin Centre for Construction Excellence	William Roberts	Present
	School of Advanced Technology	Martin Lee	Present
	School of Business	James Halls	Present
	School of Health and Community Studies	Rodney Walsh	Present
	School of Hospitality and Tourism	Enrico De Francesco	Present
	School of Media and Design	Jodi Tilley	Present
	General Arts and Science	Leslie Wyman	Present
	Career & Academic Access Centre	Karen Carr	Regrets
	Language Institute	Carl O’Toole	Present
	Police and Public Safety Institute	Sharleen Conrad-Beatty	Lisa Roots
	Algonquin College in the Ottawa Valley	Frank Christinck	Present
	Algonquin Heritage Institute	Pat Murphy	Present
	Counsellors	Maria Taylor	John Muldoon
Librarians	Maureen Sheppard	Present	
<b>Support Staff Representative</b>	Lisa Lamb		Present
<b>Student Representatives</b>	Deijanelle Simon, President, Students’ Association		Regrets
	May Ghadban, Vice President, Students’ Association		Present
	Michael Wolff, Director, Students’ Association		Regrets
<b>COL</b>	Rebecca Volk, Manager		Present
<b>Past Chair</b>	Judy Puritt		Regrets
<b>Dean</b>	Robyn Heaton, Faculty of Arts, Media and Design		Present
<b>Chair</b>	Erin Stitt-Cavanagh, Allied Health		Regrets
<b>Ex-Officio Members:</b>	Senior Vice President, Academic	Chris Janzen	Present
	Vice President, Student Services	Laura Stanbra	Regrets
	Registrar	Krista Pearson	Present
<b>Guests:</b>	Maggie Cusson, Shannon Findlay		

**1. Approval of Agenda – January 20, 2020**

Leslie Wyman moved the agenda be approved as distributed. Martin Lee seconded the motion. All members were in favour.

**1.1 2019-2020 CAC Work Plan (v.5)**

Jon Parker reviewed the changes to the Work Plan with members. It was endorsed as presented.

**2. Approval of Minutes**

**2.1 December 09, 2019**

Deferred.

**3. Business Arising**

**3.1 College Quality Assurance Audit Process (CQAAP)**

Maggie Cusson and Shannon Findlay were welcomed back to Council to continue the discussion about the upcoming CQAPP. The timeline created to prepare for the May 2021 audit was shared with Council. Council was reminded that the purpose of the audit is developmental and its intent is to ensure continual improvement.

A question and answer period followed.

**3.2 Ombudsman Annual Report 2018-2019**

G. Cole, Ombudsman, was welcomed to Council to present the Annual Report of the activities and observations of the Ombudsman for the period of May 1, 2018 to April 30, 2019, in accordance with section 3, subsection (3.11) of Policy SA02 Ombudsman. The report presents four recommendations, as well as case summaries intended to provide insight into the kind of concerns brought to the office of the Ombudsman. The recommendations (abbreviated) are (see report for the recommendations in their entirety):

1. With the goal of providing appropriate, accessible accommodations for our learners, review the process for determining, implementing and monitoring accommodation, including retroactive accommodations.
2. The College develop a unified approach in the process and practices to support students in preparation for achieving the College's goal a becoming a leader in personalized education.
3. The College develop a policy that provides guidance to all stakeholders involved in placements.

A question and answer period followed.

On behalf of Council, Rebecca Volk formally thanked George Cole for all that he does to support the College students.

**3.3 Policy AA28 Essential Employability Skills**

Deferred.

**3.4 Policy AA38 Program Quality Assurance**

Jessica DeVries reviewed the revisions to the policy with Council. Due to time constraints, this item will be brought deferred to the next meeting.

**ACTION:** Members to submit questions/concerns to Jessica DeVries prior to the next meeting.

**3.5 Bonus Marks**

Chris Janzen reported that this initiative will end immediately. Chairs will be advised to ensure their faculty are aware of this decision.

**4. New Business**

**4.1 New Employee Learning Platform & Registration System**

Deferred.

**4.2 May to August Faculty Teaching Schedule Implementation**

Deferred.

**4.3 Election of New Chair**

Following extended discussion, Frank Christinck moved that Enrico de Francesco take on the role of Chair of the College Academic Council for the remainder of the academic year. Leslie Wyman seconded the motion. All members were in favour.

**5. For review, consultation and recall to April 06, 2020 meeting:**

5.1 AA26 Course Outlines & CSIs

5.2 AA27 General Educator Courses

5.3 SA03 Student Complaint

**6. Adjournment**

There being no further business, Leslie Wyman moved the meeting adjourn. The motion was seconded by Enrico de Francesco. All members were in favour.