

**MINUTES – Approved**  
**COLLEGE ACADEMIC COUNCIL**  
**April 05, 2021**

<b>Chair</b>	Martin Lee		Present
<b>Academic Representatives</b>	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
	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	Heather Klein-Horseman (Macmillan)	Regrets
	Algonquin Heritage Institute	Pat Murphy	Present
	Counsellors	Karen Barclay-Matheson	Present
Librarians	Maureen Sheppard	Brenda Mahoney	
<b>Support Staff Representative</b>	Lisa Lamb		Present
<b>Student Representatives</b>	Emily Ferguson, President, Students' Association		Present
	Robert Richter, Director, Students' Association		Regrets
	To be confirmed		n/a
<b>COL</b>	Rebecca Volk		Present
<b>Past Chair</b>	Enrico de Francesco		Present
<b>Dean</b>	Robyn Heaton, Faculty of Arts, Media and Design		Present
<b>Chair</b>	Jodi Jaffray, Community Studies		Regrets
<b>Ex-Officio Members:</b>	Senior Vice President, Academic	Chris Janzen	Present
	Vice President, Student Services	Laura Stanbra	Present
	Registrar	Krista Pearson	Present
<b>Guests:</b>	Maggie Cusson, Dean, Academic Development Lauren Draper, Quality Assurance Audit Project Manager		

	<p>Mark Leduc, Executive Director, Academic Operations and Planning</p> <p>Cristy Montgomery, Manager, Institutional Analytics and Planning</p> <p>George Cole, Ombudsman</p>
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**1. Approval of Agenda – April 05, 2021**

The agenda was approved as distributed, without objection.

**1.1 2020-2021 College Academic Council Work Plan**

The work plan was reviewed. Council were encouraged to bring forward any items they would to address.

**2. Approval of Minutes**

**2.1 Approval of Minutes of January 25, 2021**

Karen Barclay-Matheson moved the minutes of January 25, 2021 be approved as presented. The motion was seconded by Karen Carr. All members were in favour.

**2.2 Approval of Minutes of March 01, 2021**

Robyn Heaton moved the minutes of March 01, 2021 be approved as presented. The motion was seconded by Enrico de Francesco. All members were in favour.

**3. Business Arising**

**3.1 AA02 Academic Council**

Following on concerns raised at the last meeting, Robyn Heaton reported back on the recommendation to increase Council membership to add three members:

- Representation from ACOline
- Representation from Cooperative Education
- Representation from Applied Research, Innovation and Entrepreneurship

She advised that these members will be ex-officio non-voting members which should address the concerns raised.

As well, as a result of discussion at Deans and Directors Council, it was recommended that the representative from the Centre for Organizational Learning (COL) be replaced by a representative from Learning and Teaching Services (LTS).

Rebecca Volk spoke to the rationale for COL sitting at the table for the last twelve years and why this membership should remain. It was suggested that the mandate be reviewed and a decision be made accordingly.

**Action:** Robyn Heaton and Rebecca Volk to consult with the Working Group.

**Recall:** May 03, 2021

### **3.2 College Response to COVID-19 Pandemic – Update**

Chris Janzen spoke to the College's response to the pandemic and restrictions implemented by the provincial government. The province and the country is now in a challenging time thanks to the variants. However, we must remain strong and do what is necessary now rather than give in to our desire to be normal.

The College has not changed its position, that is, to make decisions keeping the health of people at the forefront. The College approach is to minimize the risk of infection. The government's approach is to ensure the health system is not overrun. At this time, the grey zone status assigned Ottawa is not impacting the College offerings. Issues remain around placements, coop, clinical and other face-to-face activity and are being dealt with as they arise.

This is the twilight the time before the dawn. We need to get through this third wave. When offered, people are encouraged to take the vaccine.

At this time, there are no changes to the Spring 2021 program offerings. It will look like the Fall 2020 and Winter 2021 terms.

For the Fall 2021 term start, it is unlikely that enough people will have been vaccinated to allow for a return to "normal". It will still look like the Winter 2021 and the Spring 2021. However, should we be able to come back to campus, it will be done slowly. Deans have been asked to prioritize those activities that would come back first. Further, those programs that can be taught remotely in the Fall 2021 will remain that way to accommodate the International students who are allowed to begin their studies in their home country. As soon as we have one course in a program level that returns to face-to-face, those International students are no longer able to participate.

The Winter 2022 term is still a long way off. However, we may be able to do something different.

Finally, when we do come out of the pandemic, we don't want to forget what we have learned. We need to use the lessons learned to improve our curriculum delivery. We need to talk about and document what we learned now, so that we can use it going forward.

A question and answer period followed.

### **3.3 Fourteen Week Term vs. Fifteen Week Term (CSIs)**

Leslie Wyman reported that there continues to be confusion about the number of weeks in a term. The College term is 14 weeks with a Mid-Term Break. However, faculty are advised to complete the course outline/CSI by identifying the Mid-Term Break as Week 8 and the subsequent weeks as 9 through 15.

As previously discussed, Learning and Teaching Services were to be advised to cease identifying the Mid-Term Break as Week 8.

Chris Janzen noted his agreement and will follow-up accordingly. If there are places on the website saying it is a 15 week term, please let the Office of the Senior Vice President Academic know so that these can be fixed.

**Action:** Chris Janzen, Council members

## **4.0 New Business**

### **4.1 AA09 Transfer of Academic Credit (Internal)**

### **4.2 AA10 Transfer of Academic Credit (External)**

Krista Pearson presented the policies together due to the high affinity – transfer credit policies, one for internal credit transfer and one for external credit transfers. Overall, the changes are moderate. She reviewed the changes with Council.

Feedback/discussion followed:

- What is meant by SME – is that a Chair, Coordinator, Professor. It might be useful to better define it to include who is assigning the status.
- Under policy article 3, it might be helpful to reference the College grading policy.
- Correction to policy article 7.3: “are”
- Question about how many times a course can be used as the basis for an exemption. Discussion focused on how micro-credentials will fit under this policy. However, the College does not yet know what they will look like. Chris Janzen provided an update on the current status of the development of an overarching framework for micro-credentials.

James Halls moved to endorse the policy AA09 and AA10. Enrico de Francesco seconded the motion. All members were in favour.

### **4.3 R3 Project Update**

Krista Pearson spoke to a PowerPoint presentation that provided an introduction and overview of the R3 Project for Council. The purpose of the project is to stabilize the College's Information Technology Infrastructure by replacing the primary system of record, the Student Information System. Due to unforeseen circumstances, Krista Pearson had to leave the meeting early.

Discussion ensued. It was noted that the team is expanding to include more Subject Matter Experts. If you have any questions, please reach out to Laura Stanbra, Krista Pearson or Chris Jansen.

**Recall:** May 03, 2021

#### **5. Student Experience Survey Results**

Martin Lee reminded Council of the presentation provided at the last meeting on the results of the Student Experience Survey. He focused on the Cluster Analysis on how engaged students are (slide 7 that provided a conclusions from three perspectives: behavioural, emotional and cognitive. He asked members if they thought the conclusion was valid and wondered if Council felt that the result was as expected. Are you surprised?

Discussion followed:

- The results do not seem to reflect what they are hearing from students in class
- Suggested that the students who are not engaged are not the ones completing the survey
- Suggested that faculty think there are a lot, when there actually are fewer not doing well.
- With respect to slide 11, it was felt that there is more handholding required than pre-pandemic.
- With respect to slide 18, Council wondered why there is a decrease in usage of Academic Advising and Student Support Specialist services. There may be confusion as to the role of the various support services

#### **6. Policies for review prior to the May 03, 2021 meeting**

The following policies were distributed for review:

- AA40 Academic Advising

#### **7. Adjournment**

There being no further business, Karen Barclay-Matheson moved the meeting be adjourned. The motion was seconded by Danielle Allard. All members were in favour.