

**MINUTES – Approved  
COLLEGE ACADEMIC COUNCIL  
May 31, 2021**

<b>Chair</b>	Martin Lee		Enrico DeFrancesco
<b>Academic Representatives</b>	Algonquin Centre for Construction Excellence	Ken Hill	Present
	School of Advanced Technology	Gregory Mapp	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	Present	
<b>Support Staff Representative</b>	Lisa Lamb		Present
<b>Student Representatives</b>	Emily Ferguson, President, Students’ Association		Present
	To be confirmed		n/a
	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		Present
<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>	Sandra Larwill, Academic Chair, Academic Operations & Planning		

**1. Approval of Agenda – May 31, 2021**

The meeting was constituted at 3:34 pm. Karen Carr moved that the agenda be approved as presented. Emily Ferguson seconded the motion. All members were in favour.

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

Enrico DeFrancesco reviewed the work plan briefly noting that all items had been addressed over the course of the year.

**1.2 2021-2022 College Academic Council Work Plan**

Enrico DeFrancesco noted that the draft 2021-2022 work plan has been created and will be brought back at the first meeting of the next academic year.

**2. Approval of Minutes**

**2.1 Approval of Minutes of May 03, 2021**

Maureen Sheppard moved the minutes of May 03, 2021 be approved as presented. The motion was seconded by Gregory Mapp. All members were in favour.

**3. Business Arising**

**3.1 AA48 Academic Integrity**

Sandra Larwill and Julia Huckle were welcomed back to Council. Council members provided feedback that they had collected from their constituencies as follows:

- Procedure 3.3 - Clarify that it is three days to schedule the meeting; not that the meeting has to be held within 3 days
- Appears to be an increase in reporting of plagiarism, why? Overall, it would seem that the tracking is easier; as well, we are able to capture data more easily with one point of contact
- Procedure 1.1 – Clarification required to reflect the Ombudsman guidance to be fair to other students and alert the student in the least disruptive manner
- Formatting issues and suggestions for revisions
- Definition of academic integrity does not match
- Concern that flexibility to not report will result inconsistent application
- Concerns identified about timelines
- Appendix A, A(ix) – is that not covered by SA07
- Appendix A, B – note that you can also self-plagiarize

- Concern that only administrators are involved in final decision; recommend that at least one faculty member be involved
- Concern that students charged with plagiarism will overwhelm faculty with emails/ phone calls looking for a final decision in their favour
- Attestation Form – will be addressed in next steps
- At end of term, who is responsible
- In some areas, the professor deals directly with the student rather than reporting it
- Focus on academic integrity rather than punishment

Emily Ferguson noted that SA directors put in a lot of hard work on this policy. A lot of students noted the “guilty until proven innocent” culture. It is nice to see that we are moving forward with a more educational focus.

Maureen Sheppard, on behalf of Librarians, is hoping that this policy will address the inconsistent interpretation/application of the policy. The decision matrix will be an asset.

Council thanked Sandra and Julia for their time. They recognized the hard work applied to the revision of the policy and look forward to seeing it roll out.

### **3.2 R3 Speak Up- June 24, 2021**

Krista Pearson advised that the next R3 Speak-Up is scheduled for June 24, 2021 at 2:15 pm. The agenda includes “Learning New Terms” and a demonstration of How to find a Student Academic Record. Members were encouraged to attend and bring questions. Members can register at:

[https://algonquincollege.zoom.us/webinar/register/WN\\_aqjzg59JSzWtIsZVQO2Ptw](https://algonquincollege.zoom.us/webinar/register/WN_aqjzg59JSzWtIsZVQO2Ptw)

### **3.3 Priorities Committee 2021-2022**

At the last meeting, Martin Lee asked members to bring back topics of interest. For example, course evaluation, PQRs and PACs, changes to delivery as we return to campus, the learner driven plan, time for course updating

James Halls asked how the College handles computer related issues and provided an example specific to the release of Brightspace courses without appropriate communication. It was noted that this could be identified as topic of interest for next year.

Chris Janzen reminded members that, as they are thinking about the priorities for next year, that Council is an advisory committee to the President. The President, Claude Brule, has indicated his interest in the priorities that will be set for next year. Further, depending on his schedule, he intends to attend part of some meetings.

**Action:** Members to submit their topics of interest to James Hall and/or Greg Mapp. They will submit the items to Martin Lee who will pull it together in August to distribute at the beginning of September.

**Deadline:** Friday June 18, 2021

### **3.4 CAC Membership 2020-2021**

Enrico de Francesco provided a reminder of the terms of office for the various representatives on Council. He noted that one term of office is two years and can be renewed once. He thanked everyone for their time and contribution recognizing those who have completed two terms and those who have completed one.

He encouraged those who are returning next year to put their name forward to be Chair.

## **4.0 New Business**

### **4.1 CAC Meeting Schedule, 2021-2022**

The schedule was endorsed as presented.

### **4.2 AA11 Registration and AA12 Changes to Original Registration: Course Drop/Add**

Krista Pearson reviewed the changes to the two policies and received feedback. Council endorsed the revised policies.

### **4.3 AA15 College Credentials**

Krista Pearson spoke to the minimal changes made to the policy. Council endorsed the revised policy.

### **4.4 SA09 Project Hero Award**

Krista Pearson noted that there were minimal changes made to the policy. These changes were reviewed and feedback was provided. Council endorsed the revised policy.

## **5. Policies for review prior in preparation for September 27, 2021 meeting**

The following policies were distributed for review:

- AA14 Copyright

## **6. Adjournment**

This being the last meeting of the Academic year, the acting Chair thanked everyone for their time and participation, wishing everyone a great summer.

There being no further business, Karen Barclay-Matheson moved the meeting be adjourned. Enrico De Francesco seconded the motion. All were in favour.