

**MINUTES – Approved**  
**COLLEGE ACADEMIC COUNCIL**  
**September 27, 2021**

<b>Chair</b>	Martin Lee	Present
<b>Academic Staff</b>		
Algonquin Centre for Construction Excellence	Ken Hill	Present
School of Advanced Technology	Greg Mapp	Present
School of Business	James Halls	Present
School of Health and Community Studies	Jennifer Liberty	Present
School of Hospitality and Tourism	Kim Bosch	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	Lisa Roots	Present
Pembroke Campus	Barb Clarke	Present
Perth Campus	TBC	
Counsellors	Karen Barclay-Matheson	Present
Librarians	Maureen Sheppard	Present
<b>Support Staff Representative</b>	TBC	
<b>Student Representatives</b>		
President, Students' Association	Emily Ferguson	Present
Vice President, Students' Association	Ellen Cotter	Regrets
Director, Students' Association	Katrina Medina	Present
<b>Learning and Teaching Services</b>	Farbod Karimi	Present
<b>Past Chair</b>	n/a	
<b>Dean</b>		
Pembroke Campus	Keltie Jones	Present
<b>Chair</b>		
Business Administration Core & Service Courses	Katherine Root	Present
<b>Ex. Officio Members</b>		
Senior Vice President, Academic	Chris Janzen	Present
Vice President, Student Services	Laura Stanbra	Regrets
Registrar	Krista Pearson	Present
AC Online Representative	Lindsay Hinds	Present
Applied Research, Innovation & Entrepreneurship	Cristina Holguin-Pando	Present

Cooperative Education	Dave Hall	Present
<b>Guests</b>		
Centre for Organizational Learning	Rebecca Volk	Present

**1. Welcome and Introductions**

Martin Lee constituted the meeting at 4:33 pm. He welcomed everyone to the first meeting of the 2021-2022 academic year. Round table introductions were conducted.

**2. Election of Chair**

Greg Mapp called for nominations for the Chair position for the 2021-2022 academic year. Karen Barclay-Matheson nominated Martin Lee. Martin Lee accepted the nomination. There being no additional nominees, the Council unanimously approved Martin Lee as Chair, College Academic Council, for the 2021-2022 academic year.

**3. Opening Remarks by President**

Claude Brulé welcomed the new council and congratulated Martin Lee for being appointed as the Chair. A brief discussion on the excellent work coordinated by the College Academic Council was shared by the President who also briefly emphasised the College Priorities for 2021-2022.

**4. Approval of Agenda – September 27, 2021**

The Council unanimously approved the Agenda.

**4.1 CAC Work Plan 2021-2022**

Martin Lee introduced the current Work Plan and encouraged all Council members to reach out at the next meeting if anyone has questions.

**5. Approval of Minutes – May 31, 2021**

The Council unanimously approved the minutes.

**6. College Academic Council Business**

**6.1 Council Membership 2021-2022**

Roundtable introductions of members with detailed information regarding the School/Faculty/Institute representation were addressed. Members were reminded that if unable to attend, that an alternate representative should be identified.

## **6.2 Selection of Executive Committee 2021-2022**

As stated in the Terms of Reference, Policy AA02 College Academic Council, the Executive Committee is responsible for reporting to the President and for following-up on Council recommendations. The Executive Committee for 2021-2022 will be constituted as follows:

- Martin Lee, Chair
- Karen Barclay-Matheson, Academic Staff representative
- Katherine Root, Administrative Staff representative
- TBC, Support Staff representative
- Emily Ferguson, Student representative

The role of the Executive Committee is to:

- Report to the President annually or sooner, if needed;
- Follow-up on College Academic Council recommendations; and
- Prepare an annual report for submission to the President and the Board of Governors.
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## **6.3 Meeting Schedule 2021-2022**

The meeting schedule for the 2021-2022 academic year was reviewed.

## **6.4 Terms of Reference (Policy AA02 College Academic Council)**

Policy AA02 was shared for information. All Council members to reach out at the next meeting if anyone has questions.

## **6.5 College Academic Council Annual Report 2020-2021**

Martin Lee shared the College Academic Council Annual Report for the 2020-2021 academic year. Council members were encouraged to review the document and provide any feedback.

**Recall:** November 01, 2021

James Hall moved that the CAC Annual Report 2020-2021 be adopted as presented. The motion was seconded by Ken Hill. All members were in favour.

## **7. New Business**

### **7.1 Students' Association Priorities 2021-2022**

Emily Ferguson spoke to each of the Students' Association priorities for the 2021-2022 academic year:

1. Assert student's perspectives on Algonquin College's pandemic recovery plan.
2. Increase awareness of health and wellness resources for students.
3. Strengthen the integrity of the SA's representative structures.
4. Explore the values of increasing benefits for students.
5. Advocate for housing and transportation as essential services for Perth and Pembroke.
6. Reaffirm the SA's commitment to Truth, Recognition and Indigenization.

The Students' Association members received questions from Council.

## **7.2 CAC Priorities 2021-2022**

Martin Lee reported on the survey process and results to date. Following discussion, it was agreed to take the top four priorities back to Council members' respective areas for feedback and bring this back to the next meeting. Feedback will be discussed at the next meeting. Discussions focussed on COVID-19 Pandemic recovery, impacts on mental health, support for adult learners and program upgrading.

## **8. New Business**

### **8.1 AA34 Copyright**

John Ellis was welcomed to Council. He briefly spoke about the policy and advised that the policy has been presented to the Joint Dean and Directors Council. Danielle Allard moved that the policy be endorsed; Ken Hill seconded the motion. There were no objections and the Council endorsed the policy.

### **8.2 AA42 Learning Management System**

Farbod Karimi provided a summary of the changes to the policy. Council members were encouraged to review the policy and to bring topics of discussions back to the next meeting.

Chris Janzen stressed the importance of this policy and requested that Council review the revisions closely.

**Recall:** November 01, 2021

### **8.3 RE04 Use of Animals in Teaching, Research and Events**

Maggie Cusson was welcomed to Council. She highlighted the changes to the policy and the floor was open to questions. Council unanimously endorsed the policy.

**9. Adjournment**

There being no further business, Martin Lee moved the meeting adjourn. The motion was seconded by Ken Hill. All members were in favour.