

**MINUTES – Draft
COLLEGE ACADEMIC COUNCIL
January 31, 2022**

Chair	Martin Lee		Present
Academic Representatives	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
	Algonquin College in the Ottawa Valley	Barb Clarke	Present
	Algonquin Heritage Institute	Tbc	
	Counsellors	Karen Barclay-Matheson	Present
Librarians	Maureen Sheppard	Present	
Support Staff	Tbc		
Student	Emily Ferguson, President, Students' Association		Present
	Ellen Cotter, Vice President, Students' Association		Present
	Katrina Medina, Director, Students' Association		Present
LTS	Farbod Karimi		
Past Chair	n/a		
Dean	Keltie Jones, Pembroke Campus		Present
Chair	Katherine Root, Business Administration Core		Present
Ex-Officio Members:	Senior Vice President, Academic	Chris Janzen	Present
	Vice President, Student Services	Laura Stanbra	Present
	Registrar	Krista Pearson	Present
	AC Online	Lindsay Hinds	Present
	Experiential Learning & Innovation	Kristine Dawson	Present
	Cooperative Education	Dave Hall	Present
Guests:	Rebecca Volk, Director, Centre for Organizational Learning		

1. Approval of Agenda: January 31, 2022

The meeting was constituted at 4:31 pm. The agenda was approved as distributed, without objection.

Martin Lee mentioned that agenda item 3.3 ITS Governance will be deferred to another meeting, date to be determined.

1.1 CAC Work Plan 2021-2022

The work plan was reviewed with no changes made.

2. Approval of Minutes

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The minutes of November 29, 2021 were approved as distributed, without objection.

3. New Business

3.1 Ombudsman Report 2020-2021

George Cole shared presentation slides on the Ombudsman Report for the 2020-2021 academic year. A brief introduction of the Ombudsman Office personnel was provided and the members of Ombudsman Review Committee were recognized.

The report covers the timeline from May 1, 2020 – April 30, 2021 and has been presented to various committees at the College. George Cole highlighted that the number of case files this year decreased from previous years. However, he noted that the complexity of the cases greatly differed and that the COVID-19 pandemic was an underlying factor in almost all the caseloads.

The report speaks to the top presenting concerns: course management, evaluation, progression, interpersonal conflict, academic appeal, academic accommodation.

The report was well received. Martin Lee thanked George Cole and his colleagues.

3.2 AA47 Scholarly Activities

Jessica DeVries introduced a draft new policy, AA47 Scholarly Activities for review and feedback. Participation in scholarly activity is a requirement for all faculty teaching in Ontario College degree programs. At the College, scholarly activity is currently managed by the individual department Chairs who deliver degree programs. As the College grows its degree portfolio, there have been requests for a more institutional approach to bring consistency across programs, support the Chairs in their annual workload planning, and support faculty access and engagement in more opportunities for scholarly activity.

Maureen Sheppard questioned the feasibility of this policy with regards to the College librarians. Jessica DeVries stressed that the benchmarks were specific to teaching in degree programs.

When questioned about funding availability by Leslie Wyman, Chris Janzen emphasized that this need is not a new requirement by the College, but is actually an existing requirement. The cost incurred is part of the cost of running a degree program as required. The policy does not refer to the way or how it will be paid for.

3.3 ITS Governance and Policies (CAC Priority)

Deferred.

4. Business Arising

4.1 COVID-19 Pandemic

Chris Janzen spoke to the recent update from the President regarding the incremental steps the Ontario Provincial government to lift public health measures between January 31 and March 14, 2022. The College has determined that most courses that are currently virtual will continue in that fashion for the second half of the Winter term. Recognizing that some programs have a greater need for on-campus instruction, some courses will move to face-to-face delivery on campus. Physical distancing will continue to be required. Specific program-level and service-level decisions for the second half of the term will be communicated by February 4, 2022. Not every program will take the same approach.

James Halls asked about the vaccines available at the College's vaccination clinic. Chris Janzen confirmed that Pfizer is the only vaccine approved for younger children and because it is reserved for them, there is a limited supply. That being said, the on-campus clinic currently has both Pfizer and Moderna.

Leslie Wyman requested clarification on the College Health Services requirement that employees and students must register as a patient when making an appointment to receive the vaccine. Chris Janzen confirmed that that this would have no impact on one's personal health practitioner.

5. Adjournment

Given the current work-to-rule guidelines, the majority of Council members left the meeting an hour early. There being no further business, the meeting was adjourned at 5:30pm. Kim Bosch moved that the meeting be adjourned and Farbod Karimi seconded the motion. All remaining members were in favour.