

**MINUTES – Draft
COLLEGE ACADEMIC COUNCIL
March 7, 2022**

Chair	Martin Lee		Present
Academic Representatives	Algonquin Centre for Construction Excellence	Ken Hill	Regrets
	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		Regrets
	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
	Maggie Cusson, Dean, Academic Development
	Jessica DeVries, Chair, Academic Development

1. Approval of Agenda: March 7, 2022

The meeting was constituted at 4:30 pm. The agenda was approved as distributed, without objection.

1.1 CAC Work Plan 2021-2022

The work plan was reviewed with no changes made.

Martin Lee suggested that a sub-committee be struck for any future work specific to CAC Priorities. This will be brought back to the next meeting.

2. Approval of Minutes

2.1 Approval of Minutes – January 31, 2021

The minutes of January 31, 2021 were approved as distributed, without objection.

3. New Business

3.1 AA08 Course Load

Krista Pearson gave a review of the AA08 Course Load which talks about the correlation between course load, student status and tuition fees in the College. She shared the details of the changes which included minor housekeeping edits (grammar, spelling, titling) and minor edits to reflect updated practices (i.e. use of email and forms). Feedback was provided.

3.2 AA14 Grading System

Krista Pearson spoke to the revisions to the AA14 Grading System. This policy was created to set standards for assigning grades to recognize student achievement in a course or a program.

Changes were highlighted and Council members were able to provide additional feedback.

3.3 AA39 Program Progression and Graduation Requirements

Krista Pearson spoke to the revisions to AA39 Program Progression and Graduation Requirements. This policy highlights the requirements to be met by students in order to graduate from an Ontario College Credential or Degree program.

Changes that were made on the policy were highlighted and shared with Council members. Feedback was provided.

Krista Pearson thanked Council for their input.

3.4 AA47 Scholarly Activities

Jessica DeVries re-introduced the draft of the 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.

Martin Lee indicated a need for further refinement of definitions and terms. This will be addressed and the changes shared with members electronically.

Action: J. DeVries (Secretary's Note: Updated documents posted to the April 04, 2022 meeting site as per email of March 18, 2022 from CAC Secretary, Nancy Makila.)

3.5 AA13 Evaluation of Student Learning

Maggie Cusson presented the revisions to AA13 Evaluation of Student Learning, seeking review and feedback from the Council.

Council members stressed the importance of language and term definitions. Maggie Cusson went through each change and edits as highlighted in the shared document; with further changes identified.

Lisa Roots wondered if the term "mid-term break" should be rephrased as "academic health break". This recommendation does not fall under the purview of this policy. However, it will be brought forward as a recommendation to the appropriate area.

Maggie Cusson requested that further changes and edits be forwarded to her by email.

Action: Council members

3.6 AA05 Advanced Standing

Deferred.

4. Business Arising

4.1 CAC Priorities 21-22 (Communication Skills, ITS)

Deferred.

4.2 COVID-19 Pandemic

Deferred.

5. Adjournment

Given the current work-to-rule guidelines, the majority of Council members left the meeting an hour early. Due to lack of quorum, the meeting was adjourned at 5:30 pm.