

**COLLEGE ACADEMIC COUNCIL
 MEETING MINUTES
 November 28, 2025**

Chair	Chris Dorè	P
External Presenter	Kerry Surman	P
Academic Staff		
Algonquin Centre for Construction Excellence	Kenneth Hill	R
School of Advanced Technology	Laura McHugh	P
School of Business & Hospitality	James Waller	P
School of Wellness, Public Safety and Community Studies	Lisa Roots	P
School of Health Studies	Louise Boudreault	P
School of Media and Design	Michele Hall	P
Indigenous Studies	Adele Yamada	P
Pembroke Campus	Chris Melmoth	P
Counsellors	John Muldoon	P
Librarians	Brenda Mahoney	
Support Staff	Cinds Chapman	P
Students Association		
President, Students' Association	Vanshika Sharma	P
Director, Students' Association	Kylie Jardine	P
Vice-President, Students' Association	Ethan Lutes	P
Learning and Teaching Services	André Léger	R
Past Chair	<i>Chris Dorè</i>	
Dean		
Pembroke Campus	Angela Rintoul	R
Academic Chair		
Police & Public Safety Institute	Dominique Germain	P
Ex. Officio Members		
Senior Vice President, Academic	Julie Beauchamp	R
Vice President, Student Services	Krista Pearson	P
Registrar	Krista Marsden	P
AC Online Representative	Jessica Brown	P
Experiential Learning & Innovation	Mary Grammatikakis	P

1. Welcome from the Chair

1.1 Approval of the January 26, 2026 meeting Agenda:

Motion 01262026-1

The Chair called for approval of the of January 26, 2026 meeting Agenda. Seconded by L. McHugh and C. Melmoth. The agenda was approved as presented. Motion carried.

1.2 Approval of the November 24, 2025 meeting minutes:

Motion 01262026-2

The Chair called for approval of the of November 24, 2025 meeting minutes. Seconded by K. Jardine and J. Waller. The minutes were approved as presented.

2. Applied Research Overview

Kerry Surman, Acting Director of Applied Research, provided an overview of applied research at the College, noting its status as a key institutional priority.

K. Surman began by clarifying the distinction between in-class projects and applied research. In-class projects are now situated under Experiential Learning & Entrepreneurship and are embedded within curriculum requirements for graduation, often involving industry or community partners within a defined and narrow scope. Applied Research, by contrast, operates independently of course requirements, is typically broader in scale, and often involves external funding. While the two are distinct, there are cases where in-class projects may evolve into applied research initiatives when industry needs expand. In response to a question from C. Doré regarding the rationale for this change, she explained that in-class projects align more closely with experiential learning as assessed curricular activities. M. Grammatikakis added that these projects usually involve industry or community partners but remain narrow and curriculum-driven.

K. Surman outlined the Applied Research mandate, which focuses on addressing practical industry and community challenges through partnerships involving faculty, learners, and external partners. She advised that the majority of the research policies (RE01–RE10, except RE03) require revision, particularly in relation to research security, and noted that governance of the Research Ethics Board now reports to the Senior Vice President, Academic (as an Executive Sponsor of the policy).

K. Surman reviewed Applied Research centres and labs. In response to questions from the Chair regarding how new labs are established, she indicated that decisions are often influenced by funding availability and research capacity, though processes are not always clearly defined and are under review.

C. Chapman asked whether Applied Research supports government-related work. K. Surman confirmed College participation in sector and policy networks and noted increasing involvement in defence and security-related research.

J. Waller asked how faculty initiate applied research projects. K. Surman advised that faculty should begin by contacting their Research Engagement Facilitators (REFs), who support early-stage ideas, connections, and project development. In response to a follow-up question from C. Doré on funding, she confirmed that there is no fixed funding model and that projects typically combine multiple funding sources.

Members noted the lack of clear guidance for faculty. The Chair emphasized the need for a practical “how-to” pathway. K. Surman acknowledged this gap and confirmed plans for capacity-building supports, including ideation sessions and foundational guidance on research methods and ethics, with the first ideation session scheduled for February 3, 2026.

C. Chapman asked whether Applied Research is open to all Schools. K. Surman confirmed there are no exclusions and that engagement is driven by opportunity and capacity.

K. Surman provided a brief update on the strategic review of Applied Research currently underway. In response to a question from the Chair, she confirmed that Applied Research is not at risk and remains a core component of the College’s academic plan.

In response to a question from J. Waller regarding how the College Academic Council could support Applied Research, K. Surman encouraged members to engage with their REFs and indicated she would follow up with additional recommendations as appropriate.

3. Working Groups Update

AI and AI Literacy Working Group

C. Doré reported that the group has met and is currently compiling key questions, mapping existing activities across the College, and identifying areas requiring further investigation. More substantive updates are expected in upcoming meetings.

Applied Research Working Group

J. Waller reported that the group met in December and is focusing on clarifying applied research processes, including how faculty get started, key decision points, approvals, and funding pathways. The group will reconvene to incorporate insights from the current discussion.

Academic Integrity / AI Working Group

M. Hall advised that work is temporarily paused due to an institutional transition toward a decentralized approach to academic integrity. The group plans to meet next month to consider how best to support this transition, including addressing AI-related integrity concerns.

The meeting was adjourned at 5.08 pm ET.