COLLEGE ACADEMIC COUNCIL
MEETING MINUTES
May 25, 2026

Chair	Chris Dorè	P
Academic Staff		
Algonquin Centre for Construction Excellence	Kenneth Hill	R
School of Business & Hospitality	Chris Dorè	P
School of Advanced Technology	Laura McHugh	R
School of Wellness, Public Safety and Community Studies	Lisa Roots	R
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	P
Support Staff	VACANT	
Students Association		
President, Students' Association	Jacob Stewart	P
Director, Students' Association	Ishimwe Divine	P
Vice-President, Students' Association	Cianah Miller	P
Learning and Teaching Services	André Léger	P
Past Chair	*Chris Dorè*	
Dean		
Pembroke Campus	Angela Rintoul	P
Academic Chair		
Police & Public Safety Institute	Dominique Germain	P
Ex. Officio Members		
Senior Vice President, Academic	Julie Beauchamp	P
Vice President, Student Services	Krista Pearson	P
Registrar	Krista Marsden	P
AC Online Representative	Jessica Brown	P
Experiential Learning & Innovation	Mary Grammatikakis	P

0.0 Welcome from the Chair

0.1 Approval of the meeting Agenda:

Motion 05252026-1
The Chair called for approval of the of May 25, 2026, meeting Agenda. Seconded by C. Melmoth and J. Muldon. The agenda was approved as presented. Motion carried.

0.2 Approval of the April 27, 2026 meeting minutes:

Motion 05252026-2
The Chair called for approval of the of April 27, 2026 meeting minutes. Seconded by I. Divine and B. Mahoney. The minutes were approved as presented. Motion carried.

The Chair introduced the newly appointed Student Association representatives joining CAC: Jacob – Student Association President, Ishimwe Divine – Director, Cianah Miller – Vice President. The Chair thanked the student representatives for volunteering to serve on CAC.

1. SVPA Update

J. Beauchamp provided an update on several academic portfolio initiatives and activities:

- Academic areas are preparing for awards ceremonies, receptions, and four days of Convocation ceremonies at the end of June.
- The Academic portfolio continues work on strategic portfolio management, aligning annual program performance with program development and launch planning.
- A strategic Senior Academic Leadership retreat is being planned to support future portfolio direction-setting.
- J. Beauchamp highlighted growing partnerships with National Defence and continued expansion opportunities related to avionics and the Ottawa airport sector.
- Effective June 1, Marketing functions will transition into the Academic area. J. Beauchamp advised she had met with the team and noted excitement regarding closer strategic alignment between Marketing and Academic operations.
- Members were encouraged to attend Convocation ceremonies and support graduating students. J. Beauchamp also noted the upcoming Spring Social event.

2. Working Groups Reports on CAC Priorities

2.1 Academic Integrity / AI Working Group

M. Hall presented findings and recommendations from the Academic Integrity Working Group survey regarding implementation of Policy AA48. The survey received 73 responses from faculty across campuses, schools, academic roles, and employment classifications.

Key findings indicated that academic misconduct may be significantly underreported, with 52% of respondents indicating they occasionally do not formally report suspected misconduct. Reasons included the time required to document reports, uncertainty about evidence requirements, process complexity, and perceived lack of administrative support.

The Working Group presented five recommendations:

1. Strengthen institutional supports within the decentralized AA48 model through sample case packages, decision trees, sanctioning guides, process maps, AI-related evidence guidance, and cross-school calibration meetings.
2. Develop coordinated institutional guidance on generative AI, including case studies, FAQs, assessment guidance, evidentiary standards, and collaboration across academic and administrative areas.
3. Review and streamline AA48 language and related implementation materials to improve clarity, reduce duplication, clarify reportable incidents and educational responses, and better define Formal Learning Opportunities (FLOs).
4. Improve policy review, implementation planning, and communication by aligning review cycles with academic terms, avoiding major mid-semester changes where possible, and providing advance notice, guidance, and training.
5. Strengthen CAC communication mechanisms with faculty stakeholders through dedicated consultation lists, standardized protocols, faculty governance communication channels, or administrative support for targeted CAC consultations.

The Chair thanked Michele Hall for the presentation and highlighted Recommendation 5 as particularly valuable for strengthening CAC engagement and communication pathways.

2.2 Applied Research Working Group

A. Yamada provided an update on the Applied Research Working Group. Key themes included:

- Several research-related policies appear outdated and require review and modernization, including RE01.

- Applied research information on the College website is difficult to locate and lacks a centralized landing page.
- Greater clarity and standardization are needed regarding:
    - Research processes;
    - Ethics requirements;
    - Oversight responsibilities;
    - Funding and faculty release time;
    - Data ownership; and
    - Community-based and Indigenous research processes.

J. Beauchamp responded that:

- The College had successfully completed the CQAAP audit the previous week with participation from 143 interview participants across the institution.
- The outdated research policies identified are already on the Academic portfolio's radar for review, particularly with the recent appointment of a new Director of Applied Research.

3. Annual CAC Report & CAC Chair Position for 2026–2027

The Chair advised that CAC's annual report is being finalized and is expected to be submitted to the President's Office by early June. He noted that recent CAC discussions regarding artificial intelligence and Michele Hall's survey findings would help inform final recommendations.

The Chair also advised that the CAC Chair position will become available next academic year after his two-year term concludes. Members interested in serving as Chair were encouraged to contact Christopher Doré or Kateryna Moroz prior to the September meeting and election process.

The meeting was adjourned at 5.05pm ET.