

**ACADEMIC COUNCIL  
MINUTES**

**Friday, October 13, 2006, 2:00 p.m., room N-186**

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Present: T. Bell, S. Brunet, S. Choksi, D. Gallagher, R. Hartling, R. Herrera,  
J. Masterson, P. McCoy, J. McMahan, G. Quinn, O. Ravi, M.-H. Sabbagh,  
J. Trudeau, I. Stavrianos, N. Wargny

Regrets: G. Bulgarea, S. Hervouet-Zeiber, C. Rossignoli

Non-members: G. Archer, B. Chandler, H. Erdogan, P. Gagné, G. Héroux, D. Hetherington

**1. Approval of the Agenda**

Approved by consensus.

S. Choksi asked that the IB Commerce Program be put on the agenda of the December 1<sup>st</sup> meeting.

**2. Approval of the Minutes of September 22, 2006**

Approved by consensus.

**3. Business Arising from the Minutes**

a) Evaluation of the Implementation of the IPESA (CEEC)

J. McMahan reported that at the last Academic Advisory Committee meeting, the following composition for a steering committee was suggested: the Academic Dean as Chair; 1 representative from the Registrar's Office; 2 faculty members; 1 Cont. Ed. representative; 1 administrator; and 1 representative from Student Services. There is still a vacancy for one of the faculty positions.

H. Erdogan reminded Council that teachers on College committees have to be nominated by the VCTA as per the collective agreement.

J. McMahan then briefly went over the mandate of the committee: to address the minor modifications to the policy required following the revision of the Standing and Advancement Policy; to evaluate the implementation of the policy as per the CEEC guidelines; and to look at the recommendations previously made by the Commission at the time of its revision in 2002. A critical path should be submitted to Council for information at its December 1<sup>st</sup> meeting. Any recommendations for changes to the policy as well as the evaluation of the policy will be submitted to Council for approval.

D. Gallagher suggested to consider integrating prior learning assessment in the policy.

b) 2006-2007 Academic Council Standing Committees

Copies of an updated membership list for this year's Academic Council Standing Committees were distributed.

J. McMahon reported that the Long Range Planning Committee had held its first meeting on October 13, 2006. The main items addressed were:

- succession planning
- viability of programs
- program development
- increase of alumni involvement
- improvement of communication within the College

The main item of discussion for the next meeting will be academic success, particularly retention between the Fall and Winter semesters.

J. Trudeau announced that she had been mandated by the V.C.S.P.A. to present the following motion:

It was moved by J. Trudeau and seconded by S. Choksi to add a support staff representative to the Academic Space Committee membership.

Approved unanimously.

J. Trudeau informed Council that Lidia Kruk will be the support staff representative on the committee.

D. Gallagher stated that since Continuing Education issues are part of the issues addressed by the Long Range Planning Committee, a Cont. Ed. representative should be sitting on the committee.

It was moved by D. Gallagher and seconded by S. Choksi to have a Continuing Education representative sit on the Long Range Planning Committee.

Approved unanimously.

R. Herrera reported that since he had been asked to be the Academic Council representative on three program revision committees, L. Robinson will be replacing him on the IT in Teaching and Learning Committee.

c) Academic Council's Sub-committee on the Admissions Process

Discussion followed on the committee's structure. The following suggestions were made:

- To have four faculty representatives on the committee including one from Science and one from General Studies with the understanding that there would be one vote for both.
- To have one faculty member with expertise in statistics. N. Wargny noted that there were several teachers with such expertise in Social Science.
- To have the Academic Dean chair the committee. J. McMahon clearly stated that he would prefer not to sit on the committee in light of his numerous other commitments but that he would be working closely with the committee.
- To have a representative of the Registrar's Office on the committee.
- To have a Faculty Dean on the committee. It was suggested that it be the Dean of the Faculty of Social Science, Commerce, Arts & Letters. N. Wargny pointed out that she had too many other commitments.

It was moved by M.-H. Sabbagh and seconded by G. Quinn that the membership of the committee be composed of the Academic Dean, one Faculty Dean, 4 faculty representatives (with one vote for both the Science and General Studies representatives) and one representative from the Registrar's Office.

R. Hartling' suggestion to add a professional and a support staff representative was accepted as a friendly amendment to the motion. Other suggestions to add a student, an Academic Advisor and a member from SRAM were made.

G. Héroux reminded Council that the mandate of this committee was to assist in the process of evaluating the experimentation of the College's participation in SRAM and as such, to bring back to Council recommendations . He therefore spoke for a smaller, more workable committee who would ensure that each group be heard if they wanted without having to have a full fledged, permanent representative on the committee. He suggested that Council take some time to reflect on this issue.

Several members seconded the idea of a smaller committee and the following motion was put forward:

It was moved by S. Choksi and seconded by P. McCoy to table this item to the next meeting.

In favour	- 11
Against	- 1
Abstentions	- 2

#### **4. Reports, Announcements and Correspondence**

##### a) Joint Coordinators

The Vice-Chair read S. Hervouet-Zeiber's report on the October 4 meeting. Under Business Arising from the Minutes, J. McMahon gave an update on the 2006-2007 Allocations; J. Macdonald gave information on the protocols for Student Trips; and J. McMahon gave an update on the members' concerns raised at the previous meeting. Under New Business, J. McMahon spoke of the Student Academic Complaints Policy, stressing the need that students be referred to the right people as per the policy. B. Chandler spoke about Open House and other recruitment activities and asked for volunteers to work at Open House.

S. Choksi noted the concern raised at the Joint Coordinators' meeting regarding security following the Dawson tragic event and asked about the College's procedures in such cases. G. Héroux informed Council that a group had met after the event to look at the College policy on crisis management and related security. Some areas of the policy are weak and the group is working actively to get advice from outside so as to make the procedures as clear as possible. In case of a major event, the issue to address is how the College should respond to a similar event from occurrence to the arrival of the police, since the latter assume control once on campus. The College is looking particularly at means to communicate the information via an Intercom system to all four buildings, all floors and all corners of the College.

There was also some discussion on the power failure which occurred recently in the main building. Some suggestions were made by the members to use Omnivox or DéClic as a way of communicating in a crisis when possible or to refer to the procedures followed during the evacuation of the College back in September 2001.

#### **5. Main Business**

##### a) Director General's Fall Visit

G. Héroux gave an update on the areas he and others had been working on as announced in his address to the community in August and in his September newsletter:

- Student success and academic support remain a major priority.
- Communications: the importance of sharing information, the image projected by the College, its visibility. B. Chandler is in charge of communications and will work on developing this sector.
- Enrollment management: although already in place, this area needs to be developed in light of such issues as increasing enrollment and programs in difficulty.
- Staff renewal and training: although several activities already exist, the College

needs to be proactive in this area. A staff training plan is being worked on.

- Partnerships:
  - E-learning: The College needs to actively look into this issue to define where it wants to be in the use of e-learning. Academic Council plays a key role in that process.
  - Cont. Ed.: The College needs to look at how it will deliver its services through Cont. Ed. in the future in light of the ongoing changes in societal needs. A lot of funding has been invested in some Continuing Education activities in Quebec but very little via the colleges. This area needs to be developed.
  - Partnership project with the Université de Montréal consisting of developing a four year Applied Bachelor in areas to be determined, probably in science or technology. Such programs, although not offered in Québec, exist elsewhere in Canada and are very successful. The project is in the works, there is no commitment yet on the part of the College. The process, including support from the MELS, needs to be formalized through a working committee.

G. Héroux then invited comments and/or questions from the members. He answered several questions on the following items:

- Sustainability Project: The College is still committed to the project. A draft plan for recycling has been submitted. It should be implemented this year. Other areas are being discussed.
- CCTT: The formal request for funding for a *Centre collégial de transfert technologique* has been submitted to the Ministry this Fall.
- Saudi Arabia Project: The contract has not yet been signed because of administrative changes at the hospital. The College will not proceed with the program until the contract is signed.
- Congo Project: The submission was not accepted. The College can resubmit its proposal but not until next year.

The College has been invited to participate in a mission funded by CIDA through the ACCC in health and in the health science field in Malawi and Ghana. More will be known on the project after the College visit of these countries in February.

- Budget issues:

Following a question on the budget cuts and the possibility of looking at the optimistic demographics in the next years to avoid some of the budget cuts, the Director General explained that the funding formula was not only based on enrollments but also on the programs offered by the College. While the College receives more funding for technology programs, the costs of these are also higher than pre-university programs. Hence the importance of looking carefully at enrollment management and addressing such major issues as access to everyone versus attracting the high achieving students. S. Brunet pointed out the importance of not only considering budget issues in the debate.

In answer to a statement about underfunding of the Cegeps, G. Héroux confirmed that money was there, the issue was more one of distribution of funding. He stated that a major source of funding through the MELS was in partnerships and in projects. R. Herrera stated the importance of the College developing projects at the level of the College, such as in e-learning, as well as training faculty in new fields to keep up with the changes.

b) E-learning

\_\_\_\_\_ J. McMahon introduced the topic by stating that it was now important for the College to address e-learning in a formal way based on the experimentation that had been going on with some courses. He then invited G. Archer to speak to the topic.

G. Archer gave a brief historical background of the experimentation which started two semesters ago with e-learning courses. Four courses are being offered this semester partly online and several teachers have acquired a certain level of expertise in the area. The College now needs to strike a committee to look formally at the whole issue including the degree to which the College wants to offer this type of course; the pedagogical, financial, workload and allocation implications; the platform to be used; and the request for a coordinator with release time for next semester if the experimentation is going on. G. Archer's comments were seconded by P. Gagné who also stressed the enthusiasm of the teachers involved in the experimentation and the need for the College to move ahead fast in this area not to stay behind. Aside from the need for a coordinator for next semester, P. Gagné also stressed the importance of training faculty. G. Archer concluded by stating that his oversight in consulting the V.C.T.A. on this issue had not been deliberate and that he welcomed the Academic Dean's initiative to implement proper consultative procedures.

Discussion followed. R. Herrera questioned whether Council should not first pass a motion to clear the disagreement between the College and the V.C.T.A. on the issue. H. Erdogan confirmed that the issue had been resolved and that the V.C.T.A. was satisfied with the process of consultation now in place. The two grievances on the lack of consultation on this issue will be withdrawn.

More discussion took place on distance education vs e-learning, the role of *Cégep à distance* and the nature of the committee to be struck, whether it should be or not part of the IT Committee in Teaching and Learning. Several members spoke in favour of striking a separate committee as the mandate of the existing committee does not include looking at the issues on stake.

It was moved by J. Masterson and seconded by R. Herrera that Academic Council create a sub-committee to study all issues surrounding e-learning.

In favour - 9  
Against - 0  
Abstentions - 3

The membership of the committee will be discussed at the next meeting.

**6. Varia**

G. Archer informed Council of a new procedure regarding the ongoing revision of three technology programs: an academic advisor plus one or two people outside of the program but somewhat involved in it are part of a revision committee. However, the voting is still done only by the program committee members.

**7. Adjournment**

The meeting adjourned at 4:10 p.m.

Respectfully submitted,  
Wanda Kalina