

**ACADEMIC COUNCIL MEETING  
MINUTES  
Friday, March 28, 2008, 1:00 p.m., room F-216**

Present: M. Abiri, , E. Awad, V. Broege, I. Der Aprahamian, H. Erdogan, D. Gallagher, R. Herrera, S. Hervouet-Zeiber, P. Labrinos, P. McCoy, J. McMahon, A. Mundiynamkal, M. Patera, S. Pettifer, G. Quinn, M. Sossoyan, N. Wargny

Regrets: C. Hall, C. Rossignoli

Non-members: G. Archer, M. Belanger, P. Bouwman, B. Chandler, G. Dracopoulos, C. Hanrahan, D. Hetherington, C. Holmes, L.-M. Larocque, J. Macdonald, D. Tessier, S. Unger

**1. Approval of the Agenda**

The agenda was approved by consensus with the following change: move item 5. c) to 5. b) and vice versa.

**2. Approval of Minutes of March 7, 2008**

The minutes of March 7, 2008 were approved by consensus.

**3. Business Arising from the Minutes**

a) Vanier's New Logo

Before addressing this item, B. Chandler, with the Vice-chair's authorization, made a brief announcement on *Oratorio Terezin*, by Ruth Fazal, to take place on May 4<sup>th</sup> at the Salle Wilfrid-Pelletier, Place des Arts. This is the first large scale benefit concert organized by Vanier College. Funds will go to the Instrument Music Fund and to the Foundation for support to needy students. Outside donors have been very generous and the members of the honorary committee have expressed their interest in getting involved with Vanier in further projects. The TD Canada Trust will sell 250 tickets and has challenged Vanier to do the same. Tickets are available at Place des Arts or by contacting S. Cannatelli. B. Chandler strongly encouraged the members to buy tickets for this Montreal premiere.

B. Chandler then gave an update and answered questions on the status of the new logo as a response to the memo sent to her by the Chair and Vice-chair of Council following the discussion which took place at Council at the January 25<sup>th</sup> meeting. She first informed Council that the item had been placed on the back burner with no definite time set to bring it back. She stated that there had been community consensus to run a survey and confirmed that the students will be involved in the process. She explained that the search for a new logo was based on the need to have a logo representing our Mission Statement and the new Strategic Plan. The current logo is also difficult to reproduce. B. Chandler also confirmed that the Athletics logo had been considered but was not suggested as a logo representing both Athletics and the College. She further reported that the survey had

shown a big split in the community between traditional and non traditional tendencies. It was pointed out that several people did not respond to the survey because of the lack of the alternative of “none of the above”. Finally, B. Chandler confirmed that the current logo was still in use.

B. Chandler then spoke of the branding process and stressed that branding was an ongoing process that was taking place over and over. She mentioned in particular the recent announcement in *Intercom* concerning the use of the Vanier name. In answer to a question about involvement of the community in the process - such as the striking of a committee - she stated she did not know at this point. However, she stressed the leadership role of Council in the process and its essential input. She also confirmed that the slogan “My Vanier, my choice, my future” was being used for marketing the College.

S. Pettifer thanked B. Chandler.

b) Final Report from AC Sub-committee on Teaching and Learning Practices and Academic Success

J. Macdonald stated that the final report of the committee submitted at this meeting had been revised according to the feedback received from Council and various departments at the last meeting. She briefly went over the changes made according to the concerns that had been raised, particularly those concerning the College preparatory course and science labs.

The following suggestions were made:

- To insert a statement regarding the relevance of Cegep education in today’s society;
- Under #1, second bullet, replace “appropriately located” with “that viewing screens be relocated so as not to block white boards and chalk boards”.

It was also made clear that the discussion on the preparatory course was to be continued.

These comments will be forwarded to J. Macdonald who will then forward the committee’s final report to the Strategic Plan Coordinator.

c) Update on Bridging Programs Evaluation

D. Hetherington briefly spoke to the one page distributed to all members on this item. After discussion at various levels - including the Academic Advisory Committee - some operational changes, not affecting the philosophy of the program, are projected for A08. The recommendations in the report will be discussed between now and December 2008 for projected implementation in A09.

Discussion followed. Several members expressed great concern with the consultation process, questioning why the report had not been submitted earlier to Council and discussed at other levels before being submitted to Council as stated in the policy. The role of the Academic Advisory Committee was particularly questioned. The importance

of having faculty involved in the consultation was stressed. It was also noted that the delay in dealing with this program evaluation had resulted in a delay in taking into consideration some major recommendations regarding the program.

J. McMahon stated that he accepted total responsibility for the delay and recognized that the evaluation should have come to Council earlier. He confirmed however that there had been no intention at all to consider the recommendations without consulting Academic Council. The few operational changes suggested for A08 are minor ones which do not need to be approved by Council nor by the Board. J. McMahon confirmed that, as of this meeting, the evaluation report was in the hands of Council and would be discussed at this forum until next December in time to implement changes for A09. He noted that this discussion will have to take into account the changes to the RREC, the new Strategic Plan, the recommendations from the LRPC and the new By-law on Admissions. As for the Academic Advisory Committee, J. McMahon explained that this was an advisory committee to the Academic Dean and that in no way did it infringe on Academic Council. It is Academic Council's role to look at the program evaluation and to make the necessary recommendations to the Board of Directors.

Further concern was expressed regarding the role of the Academic Advisory Committee and a request was made to submit at a future meeting the mandate and membership of this committee and of Council to see whether there was any overlap.

There was no concern raised with the operational changes projected for A08.

The Vice-chair concluded by suggesting that this item be discussed at Council as of the May 16<sup>th</sup> meeting as the Strategic Plan will be a major item of discussion at the next meeting.

d) Scholars in Residence Program Policy

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D. Hetherington went over the changes made in the policy following the concerns raised at the last Council meeting, particularly with regards to the limited scope of the policy. The suggestions to limit the number of researchers and to provide support to the Academic Dean in the approval process have also been addressed.

A further suggestion to include "only" before "to the aforementioned privileges" was agreed upon.

There was a concern raised with the rationale of such a policy in light of the space and parking problems faced by the students. The value of the work done by the researchers as well as the funding received by the College were pointed out. It was noted as an example that the two electronic classrooms were constructed thanks to such grants.

It was moved by M. Sossoyan and seconded by M. Abiri that Academic Council recommend that the College approve the *Scholars in Residence Program Policy* with a minor modification.

Approved - 14  
Against - 0  
Abstentions - 3

e) Costs of Transcripts and Agendas

J. McMahon reported that the transcript fees generated about \$30,000 annually minus the processing, printing and mailing costs. This amount includes Cont.Ed. D. Tessier added that virtually all colleges in North America charge for official transcripts. The standard rate is between \$5 and \$10 so Vanier stands at the lower end. The cost hasn't been increased since the mid 90's and really covers the basic costs. D. Tessier also informed Council that students applying to universities in Ontario did not need to send an official transcript as Ontario universities, as Quebec universities, had access to student transcripts via the MELS. She will make sure that this information is publicized on Omnivox.

There was no update on the issue of the agendas.

**4. Reports, Announcements and Correspondence**

a) Joint Coordinators

S. Hervouet-Zeiber reported on the Joint Coordinators' meeting of March 26<sup>th</sup>. The report is appended to the minutes.

b) Others

J. McMahon reported that there will be an FP/FT meeting on April 23<sup>rd</sup> which will be attended by 9 school boards and 5 colleges to look at how to better collaborate at developing projects in professional and technical training. The report submitted by Vanier and Sir Wilfrid-Laurier will be looked at as a basis for developing other projects. The College is looking at developing a more specific project with the Sir Wilfrid-Laurier school board.

**5. Main Business**

a) Update on International Exchange in Business Administration

G. Dracopoulos spoke to this item. He first thanked Academic Council, G. Archer, J. Macdonald and J. McMahon for their continued support with the international exchange projects in Business Administration with Cégep André-Laurendeau and the French IUT's (*Instituts universitaires de technologie*). He then gave a brief update on the success of the five year agreement with Cégep André-Laurendeau and the great opportunities given to our students for internships. G. Dracopoulos also thanked D. Tessier and A. Yamamoto for accommodating the schedule in support of the projects. He further thanked J. Macdonald for always looking for grants to support the projects. J. Macdonald confirmed that she was working on another grant for Business Administration to explore possibilities with other European countries and stressed how useful the ongoing projects could be in serving as models for other departments.

G. Dracopoulos concluded his presentation by stating that if the College was committed to expand in international education, the opportunities were numerous and the doors open for projects.

The Vice-chair thanked G. Dracopoulos for his presentation.

b) Recommendations from Academic Council Sub-committee on Information Technology in Teaching and Learning

J. Macdonald, as Chair of the committee, spoke to this item. She first introduced the members of the committee, E. Awad, C. Holmes, L.-M. Larocque and L. Robinson. She further gave regrets from M. Greaney, also a member of the committee, who is the author of the report presented at this meeting.

J. Macdonald briefly reminded Council that the Committee had given a report to Council at the end of last year on the results of a survey conducted among faculty in H07. Several respondents had indicated their concern with the use of four systems because of the problems it created for both students and faculty. The use of four systems also raises problems linked to technical support. Based on the results of the survey, the comments heard throughout the College and the many discussions held by the committee, the latter is recommending that the College use one course management system, that this system be Léa and that full transition to the latter be completed by Fall 2009. Already 324 teachers at Vanier are using Léa. J. Macdonald concluded by informing Council that the recommendations were presented at this meeting for consultation only and would come back to Council for approval.

Several members, committee members as well as Council members, expressed their satisfaction with using Léa; features like feedback on assignments, quizzes, chat room through email and access to foreign letters were particularly mentioned. There were a few questions about features that Léa doesn't have but C. Holmes confirmed that the College was part of a consortium which was meeting regularly with Skytech to give them a list of features that teachers would like to be added to Skytech. Another alternative is to put links. Another question raised was the possibility of doing mid-term assessments via Léa. D. Tessier confirmed that this was being looked into for next semester but that it was too early yet for her to be able to answer specific questions on this feature.

J. Macdonald added that the College had already given two workshops on the use of Léa in January followed by questions/answers sessions for the teachers who had attended. These workshops will continue and teachers will be given constant support with the new system. C. Holmes particularly stressed the important role of M. Greaney in that capacity.

It was suggested that the recommendations be brought to the Faculties for consultation as well as put on the website for input re the Strategic Plan.

S. Pettifer thanked the committee for their excellent work.

c) Fall 2008 Enrollment and Related Issues

J. McMahon reported that because of an anticipated initial enrollment of approximately 6350 students in A'08 and a validated enrollment of approximately 6200, the College has to make some changes to the current scheduling format for next semester. These changes are to move UB to 12:30 - 2:00 p.m.; to add two blocks Friday afternoons to schedule classes and labs (2:00 - 4:00 p.m.); and to utilize all blocks to schedule classes and/or labs. J. McMahon confirmed that everything had been done to minimize the restrictions and that these measures were interim ones to address the A08 anticipated enrollment. The regular schedule should be back in place in the H09 semester because of students graduating and a small number dropping out. The College is working on a comprehensive space plan and is looking into having an operational system by A09 which will allow for scheduling simulations including blocking time for departmental meetings.

Discussion followed. The major concern raised by several members was the addition of the two hour block on Friday afternoons. Many departments hold their departmental meetings at this time and the lack of a block of time for such meetings leaves little choice but to have these at 4:00 p.m. on Friday afternoons. This raised a question about teachers' availability but J. McMahon confirmed that the proposed schedule respected the collective agreement in terms of teacher availability. There was a suggestion made to use UB to hold departmental meetings but it was pointed out that several activities take place at UB and that large departments do not have enough time at UB for their meetings. It was also suggested that departments use email to consult their members but again, it was pointed out that this was difficult in the case of large departments. Another major concern raised was that many students are in financial difficulty and often make themselves available for work on Friday afternoons. Some members also questioned the need for the College to accept so many students in light of the many concerns raised and stress created.

d) Industrial Electronics Program Revision

P. Bouwman, Coordinator of Industrial Electronics, spoke to this item. He first introduced L. Robinson, faculty member in the department, who assisted him in the revision and was here to answer questions from Council members.

P. Bouwman first explained that this program was training students to work in manufacturing industries, whatever the field. The program revision started in 1995 and was geared to better prepare students for the job market. A stage component has been added. The interim report is presented today to Council to ask for its support in recommending its approval by the Board of Directors. Implementation of the revised program is projected for A08.

P. Bouwman was complimented on the progressive and more current proposed program, better preparing students for the job market, and on the way the competencies had been worked with. There were a few concerns raised by the members - the hiring of extra teachers for the stage and allocations - in light of the low enrollment in the program. P. Bouwman confirmed that the department was working hard on increasing enrollment in the program and spoke of the importance of having a stage. G. Archer strongly supported

this statement, stating that any technical program should include a stage as it was preparing students to go directly into the workplace. To help in this direction, the College is seriously looking at the program *Alternance travail-études* in programs such as Industrial Electronics and Digital Systems. G. Archer explained that the stage would not require more allocations as it was built into a course. He also noted that the stage would not happen for another two years thus leaving time for the department to further work on its structure if necessary. In terms of allocations, the program would generate enough allocations with 20 students and would reach the break even point with 35 students. G. Archer also noted the strong need in North America to produce more technologists and the increased demand for high skilled jobs. The department is working with industries to promote the program and is looking at using FP/FT funds to work with school boards on advertising some of the technologies. The goal is to double the numbers in those programs.

It was moved by R. Herrera and seconded by M. Sossoyan that Academic Council recommend that the Board of Directors approve the Industrial Electronics Program Revision Interim Report as presented.

P. Bouwman answered a few more questions. He explained why the program had decided to reduce the systems approach and confirmed that the MELS had changed their requirements in terms of competency requirements.

The motion was then voted on and approved unanimously.

J. McMahon thanked P. Bouwman, his team, the department, the program revision committee and the Faculty Dean for their work.

e) Medical Incompletes

J. McMahon reported that the current IPESA states that “an absence for a month or more” is required to be granted an incomplete for medical reasons. A few years ago, the Ministry had reduced the requirement to three weeks or more. The change had been implemented in Continuing Education but not in the regular day division. The College would like to apply it to the latter effective immediately.

It was moved by J. McMahon and seconded by D. Gallagher that article 2.2.2. of the IPESA be modified under #3. IN to replace “an absence for a month or more” to “an absence of three weeks or more”.

Approved unanimously.

**6. Varia**

None.

**7. Adjournment**

The meeting adjourned at 4:00 p.m.

Respectfully submitted,  
Wanda Kalina

Joint Coordinators' Committee Meeting  
Wednesday, March 26, 2008

Under *Business Arising*, John McMahon reported that there had apparently not been much progress in the campaign to convince students to keep the N-building cafeteria clean. Further action is planned.

John McMahon reported that there had not been any substantial movement in the QEMSAP dossier. Joints will be kept informed.

John McMahon reported that in although the changes to the RREC are still not finalized, it is clear that the Ministry (MELS) has decided to promote and increase access to the Cégeps with the intention of ensuring that more students graduate. Paradoxically, more graduates does not mean better graduation rates. Vanier will apply the spirit of the RREC as promoted by MELS. John McMahon will be forwarding documents as he receives them. A special Joints meeting will be called in May to discuss the changes to the RREC.

Under *New Business*, John McMahon announced that, for A'08, a validated student population of 6200 is projected. For the first round some 4200 applications were received and 2500 students have already been accepted. For the moment, the College has decided not to cap enrolment. A number of adjustments to the class schedules will have to be made to accommodate this increase in numbers. In the H'09 semester, the pressure will diminish as there tends to be a 6-7% drop in numbers after December as students graduate. John McMahon agrees that a comprehensive space plan must be developed. This issue will certainly be resolved by A'09.

Under *Members' Concerns*, Dianne Tessier explained that online mark up-dates are not available as yet for security reasons. John McMahon promised that PES tables will be available as of next week. In answer to a previous request, John McMahon and Cheryl Holmes assured Joints that they agree that all employees should have appropriate technology (i.e. computers) with which to do their work.