

**ACADEMIC COUNCIL MEETING
MINUTES
Friday, September 19, 2008, 1:00 p.m., room F-216**

- Present: M. Abiri, , M. Besner, V. Broege, I. Der Aprahamian, D. Gallagher, C. Hall, R. Herrera, S. Hervouet-Zeiber, P. Labrinos, J. McMahon, P. McCoy, S. Newbigging, S. Pettifer, C. Rossignoli, J. Tromp, N. Wargny
- Regrets: G. Quinn
- Non-members: M. Belanger, G. Harilal, C. Hanrahan, D. Hetherington, R. Isabelle, J. Macdonald, M. Prentice

The Chair announced that, following the resignation of the V.C.S.A.'s Academic Officer, there is no student representative on Council for the time being.

1. Approval of the Agenda

The agenda was approved by consensus with an announcement from S. Newbigging under 4. b) *Others* and an announcement from C. Rossignoli under 6. *Varia*.

2. Approval of Minutes of August 29, 2008

The minutes of August 29, 2008 were approved by consensus.

3. Business Arising from the Minutes

a) 2008-2009 Academic Council Priorities

J. McMahon clarified the last two priorities on the list:

- *IT Competencies*: As announced last year, the Sub-committee on IT in Teaching and Learning will be looking this year at defining a profile of IT competencies for Vanier graduates.
- *Academic Structures*: Changes may occur in the Registrar's Office with the hiring of a new Registrar and particularly in the Library where a needs assessment will be conducted under C. Hanrahan's leadership. The community will be involved.

b) Bridging Programs Evaluation

The Chair invited M. Belanger, Coordinator of the Explorations programs, to give an update on the proposed College 101 course. M. Belanger reported that the committee met a few times and was about to finalize the objectives and the syllabus. It is a 60-hour course. The draft course will be available before the next Council meeting.

The Chair suggested that Council start at this meeting to look systematically at the program evaluation report, in particular at the executive summary and the recommendations. There was some discussion as some members were not prepared to do

so at this meeting. S. Pettifer reminded Council that last May it was agreed that this item would be a standing item under Business Arising this semester. M. Belanger noted that, as Coordinator of the Explorations programs, recommendations #3 and #5 were priorities as they had to be decided upon for A'09. Some guidelines as to the future of Explorations also need to be given in preparation for the upcoming Guidance Counsellors's Session and Open House.

Council first looked briefly at the Executive Summary. Aside from a minor correction, there were no concerns raised. R. Herrera made a point, before starting to discuss the recommendations, to thank the committee for their hard work.

It was then agreed to start looking at the recommendations keeping in mind that some items were still under discussion at other fora and that the information on the RREC changes from the MELS had to be taken into consideration.

Discussion followed on recommendation #1. It was acknowledged by several members that students in Explorations 1 were not true Explorations students, most of them looking for pre-requisites in Math and Science. These students could easily be placed in another program.

It was moved by R. Herrera and seconded by M. Besner that Academic Council endorse recommendation #1 of the Explorations Program Evaluation report as presented by the committee.

Approved unanimously.

Council then looked at recommendation #2. Several concerns were raised and discussed: the need to take into consideration the changes to the RREC; the question of whether to accept 60% average students to the detriment of other places for better students; the need to rationalize our decisions with data on the likelihood of success re the CFS; the possibility of administering a pre-test to students admitted with a low average, not for admissions purpose since that may contravene the RREC, but for placement; and the need to provide these students with academic support services to increase their likelihood of success. In light of the discussion, recommendation #2 was reworded as follows: "*It is recommended that Explorations 2 should remain as a separate entity in some format that continues to meet the needs of those high school graduates whose academic record indicates the need for additional academic support. More specific recommendations with regards to Explorations 2 follow:*"

It was moved by N. Wargny and seconded by V. Broege that Academic Council endorse recommendation #2 as reworded.

Approved unanimously.

Discussion then followed on recommendation #2 a). There was no concern raised with Explorations 2 remaining under FSSCAL but N. Wargny pointed out that the second part should be reworded as a program is one leading to a DEC and as such the Explorations

group are not programs and were deliberately not included in By-law No. 8 on Academic Success. Recommendation 2 a) was then reworded as follows: *“It is recommended that Explorations 2 remain under the authority of the Faculty of Social Science, Commerce, Arts and Letters (FSSCAL). It should have well defined competencies; annual reports; and a program committee.”*

It was moved by S. Newbigging and seconded by M. Abiri that Academic Council endorse recommendation #2.a) as reworded.
Approved unanimously.

S. Pettifer stressed the importance for FSGS and FSSCAL to discuss the recommendations of the report, particularly #5 on credit vs non-credit. M. Belanger confirmed he had asked the departments to do so.

The discussion on the recommendations will be followed at the next meeting. The information given at the Guidance Counsellors’ Session and at Open House will reflect the transitional status of these programs.

c) Admissions/Registration Update

J. McMahon gave a brief update on the A’08 admissions process and registration. The hiring of a new Registrar is in its final stages and will be completed by mid-October. There are currently 6191 students at Vanier. This number is expected to drop to approximately 6100 after validation. The implementation of Clara is going well and the College has met with Skytech to discuss more training for the staff, increased communication with the company and the purchase of other modules such as one for the mid-term assessments. All students will register by Internet in January.

Following a concern raised re the scheduling of labs, it was suggested that the schedules be made available to the teachers and students by being posted.

d) 2008-2009 Academic Council Standing Committees

The Chair reminded the Council members that it was their responsibility to get representatives from their constituency on the standing committees. Several committees are still missing members. The names are to be forwarded to W. Kalina.

G. Harilal reminded Council that the names for the faculty representatives had to be submitted to the VCTA who will then forward them.

4. Reports, Announcements and Correspondence

a) Board of Directors

J. McMahon reported on the September 9th Board of Directors’ meeting:

- the proposed new By-law #2 on *The Appointment, the Renewal of Mandate and the Evaluation of the Director General and of the Academic Dean* was tabled;
- the motion on the Teaching Profession was slightly reworded and approved;
- the 2008-2009 capital investment budget was approved;
- the Academic Dean's Mandate Review Committee was struck.

b) Others

F-217

S. Newbigging asked why no classes had been scheduled this semester in room F-217 which is a good and large classroom with a capacity of 40 students. J. McMahon reported that space in general was an issue and that last spring, because of its location in the administration wing, the room had been considered for an office for the IT Pedagogical Advisor as well as a pedagogical resource centre. However, because of the stress re the classroom space, no move had been made and the room was left available for classes if required. The Faculty Deans in particular had stressed the need not to move ahead and to leave it available.

S. Newbigging re-iterated his concern that such a large classroom was not used whereas some classrooms used were small and in bad need for repairs. He also noted that F-217 was used for Cont. Ed. classes. D. Gallagher reported that the directive had not been forwarded to Cont. Ed. and that she was ready to move the Cont. Ed. classes elsewhere if needed. S. Newbigging's point was seconded by G. Harilal, M. Prentice and S. Pettifer who strongly expressed their dismay that priority was not given to the teaching process and that teachers had to teach in inappropriate classrooms while such a large classroom was not being used. M. Prentice also questioned why F-207 was not used as classroom space. S. Pettifer noted that the F-217 issue should have gone to the Academic Space Committee for discussion.

J. McMahon assured Council that classrooms were a priority for the College. He will make sure with the scheduler that any requests to reschedule classes in F-217 be accommodated. He re-iterated the need to have an appropriate office for the IT Pedagogical Advisor and his intention to have a pedagogical resource centre. He is currently considering locating this centre in the Library where space might be available following the analysis of the library needs. Specific plans should be submitted to Academic Council this semester.

5. Main Business

a) Environmental Policy

The Chair invited Robert Isabelle, as Head of the Sustainability Project at Vanier, to speak to this item. R. Isabelle gave a brief background on sustainability at Vanier which, with the arrival of G. Héroux as Director General, became a major project with a college-wide committee. R. Isabelle was asked to take over the project in August 2006. R. Isabelle went over the several changes made throughout the College in support of

sustainability. The objective is that Vanier College becomes a *Cégep Vert du Québec*. The first step towards this is to have a policy on sustainability approved by the Board. The policy has gone through a wide consultation process, the Joint Coordinators, the Associations and now Council. R. Isabelle thanked C. Hanrahan and J. Macdonald for their support in finalizing the policy.

R. Isabelle then answered a few questions from the members. He particularly went over the steps left for the College to become a *Cégep Vert* after approval of the policy: the striking of an advisory committee on environment; the implementation of four activities of sensitization; and the implementation of four activities of education related to environment. He also noted the concern re the H building and will look into it.

It was moved by P. McCoy and seconded by M. Abiri that Academic Council enthusiastically endorse the proposed Environmental Policy.
Approved unanimously.

There was a hand of applause for R. Isabelle.

At this point of the meeting, it was agreed to move item 5. e) of the agenda to 5. b) and vice-versa.

b) Agreement with Claude Bernard Lyon 1 University

J. Macdonald spoke to this item. She explained that she was speaking on behalf of Louise Gauthier from Computer Science who had received a request from an IUT in France that a student come to Vanier in January for a semester. The College is asked to sign an agreement with the parent university of the UIT as was done last year in Business Administration to allow French students to come to Vanier to complete their “stages” or to study for one semester. Five Vanier students also went for a stage to France. These agreements are very common in France. In this particular agreement, only #4 of the document is applicable for now. J. Macdonald, seconded by R. Herrera, stressed how enriching such experiences were for the students.

It was moved by S. Hervouet-Zeiber and seconded by C. Hall that Academic Council recommend that the Board of Directors approve the *Co-operation and Exchange Agreement between Claude Bernard Lyon 1 University, France and Vanier College, Canada* as submitted.
Approved unanimously.

c) FP/FT Project Proposal

J. McMahan briefly explained the FP/FT program. With the objective of promoting technical and professional training, the MELS initiated last year a funding program for Anglophone colleges and high schools to work together on common projects. The project was slow in moving ahead because of the lack of communication between the two levels of education and also because of the study a few years ago on the future of collegial

education which had no support from secondary level education. Initially, the criteria of the program required that the college and the school board working on a common project were in two different regions. Because of the College's facilities in Lachute, Vanier met with the Sir-Wilfrid-Laurier school board and submitted a report on an action plan to move forward on a collaborative project. J. McMahon chaired the committee last year and is now co-chairing it with a school board Director General. Another call for projects was launched this year with September 5th as the deadline of submission. However, the documents came in only recently, hence the delay in submitting it to Council. J. McMahon briefly went over the essence of the proposal which is really to ask for funding to hire two resource persons to develop a plan for communication and pedagogical support between the College and the school board. Council is being asked to endorse the proposal in order that Vanier can move forward with the project. The next step will be a formal protocol between the two institutions which will be submitted to Council for approval. J. McMahon further informed the members that Dawson had also submitted a project in collaboration with the Lester Pearson School Board and Champlain College, a project to facilitate bus transportation between two school boards and Champlain College.

C. Rossignoli commended the initiative, stressing the need to connect the two levels of education, and moved, seconded by S. Hervouet-Zeiber that Academic Council recommend that the Board of Directors endorse the FP/FT proposal for 2008-2009 as submitted.

Approved unanimously.

d) Update on the Strategic Plan

J. McMahon reported that, in order to make the process as efficient as possible so as to be ready for the November 25th Board meeting, it was agreed that the Chairs of the Strategic Plan sub-committees meet to discuss a preliminary approach on how to fill in the last three columns of the Plan and to come up with a common definition of "indicators". The draft would then be discussed by the sub-committees in meetings open to the community. A first draft would be submitted to Council at the October 17th meeting for feedback. The working committee would then work on a final document to be submitted to Council for approval at the November 7th meeting. There would be enough time between the two meetings to consult the Joint Coordinators.

e) Academic Dean's Mandate Renewal

S. Pettifer reported that the Academic Dean's Mandate Renewal would follow the current By-law as the new proposed one had not been endorsed by the Board. The two tasks of Council under the current By-law are: to recommend to the Mandate Review Committee the criteria for evaluation and procedures; and to recommend whether to renew the mandate or not and if yes, for how long. S. Pettifer then distributed a document outlining the short time line for the process since the recommendation has to be submitted at the November 25th meeting, as well as the decisions to be made at this meeting by Council.

Discussion followed and the following decisions taken:

1. To have the same ad hoc committee as for last year's Director General's mandate renewal. With the absence of a student representative and the stepping down of V. Broege and C. Rossignoli, the composition of the committee was set as follows: C. Hall, P. Labrinos, S. Newbigging, S. Pettifer and N. Wargny.
2. To consult the unions/associations and the Joint Coordinators on the criteria and to hold a special meeting on October 8th to go over the feedback received and come up with a final document to be submitted to the Mandate Review Committee. The criteria are based on the selection criteria for the Academic Dean's position.
3. To consult the community on the Academic Dean's performance via a questionnaire sent electronically as was done last year for the Director General's mandate review. However, the process will be revised and conducted so as to ensure that there are no concerns with confidentiality as there were last year.

6. Varia

C. Rossignoli announced that the counsellors, with the help of Special Care Counselling students, will hold their annual Depression Screening Day on October 7th. He encouraged faculty to announce the event to their students.

7. Adjournment

The meeting adjourned at 4:45 p.m.

Respectfully submitted,
Wanda Kalina