

**ACADEMIC COUNCIL MEETING
MINUTES**

Friday, November 13, 2015, 1:00 p.m., room F-216

Present: Matthew Basmadjian, Rick Braley, Dale Gallagher Marya Grant, Marie Gribbon, Stefan Kuch, Peter Labrinos, Danielle Lafaille, Eric Lamoureux, Eric Lozowy, Monique Magnan, Stephen Newbigging, Diane Nyisztor, Zsofia Orszagh, Lili Petrovic, Julie Plante, Ioannis Stavrianos, Mohamed Tavakoli

Regrets: Juliana S. Delmar

Quorum: Yes

Non-Members: Brian Aboud, Marc Bélanger, Wilma Brown, Alena Perout, Thomas Ingerman, Caroline Hanrahan, Mark Prentice, Michael Sendbuehler

1. Welcome and Introductions

The Vice-Chair of Academic Council, D. Nyisztor, welcomed members and non-members. Members introduced themselves once more as new participants joined Academic Council.

2. Approval of the Agenda

The agenda was approved by consensus.

3. Approval of the Minutes of September 4, 2015

The minutes were approved by consensus.

4. Business Arising from the Minutes

a) 2015-2016 Academic Council Standing Committees

- International Education Standing Committee
The Academic Dean, D. Lafaille, mentioned that the mandate for this committee is being finalized and will be presented to Academic Council at the next meeting.
- Academic Space Committee
D. Lafaille stated that Lise Bégin, Director of Financial and Administrative Services, will be organizing a college space committee in the new year, and teachers' concerns will be taken into consideration. D. Lafaille continued that, ideally, space issues should be addressed at the Coordinators' Assembly given that the *Colleges Act* does not mandate Academic Council to deal with space issues.
D. Lafaille recommended that the Vice-Chair of Academic Council represent Academic Council on the college-wide committee.

The Academic Council members expressed concerns and discussion followed:

- J. Plante and E. Lamoureux pointed out that under By-Law No. 3, Academic Council has some purview over space issues.
- E. Lozowy stated that the language in By-Law No. 3 is ambiguous. He expressed that it would be efficient if the Vice-Chair of Council would serve as the Academic Council voice on this committee.

- E. Lamoureux further pointed out that given that Joints is not an official committee, space issues should be handled by a legal body that will devote the necessary time and attention.

D. Nyisztor mentioned that she consulted with the VCTA regarding the structure of the committee and proposed that the membership be reduced from 12 to 8 members to include: the Vice-Chair of Academic Council (representing one faculty), 2 additional faculty members (representing the other two faculties), 1 Faculty Dean, 1 student, 1 Continuing Education representative, 1 support staff member, and 1 professional.

It was moved by J. Plante and seconded by E. Lamoureux that the Academic Space Committee be reinstated as an advisory committee to the Vice-Chair of Academic Council, empowered by Academic Council to sit on the College committee.

The motion passed unanimously.

D. Nyisztor will send an email to Academic Council members inviting them to sit on the Academic Space Committee.

- Complementary Courses Committee
 - D. Lafaille read the mandate of the Complementary Courses Committee: “To ensure the proper implementation of the Complementary Courses Policy.”
 - The membership is covered in the *Complementary Courses Procedures*. The Academic Council representative is the Faculty Dean on Academic Council.
- Faculty Guidelines for College-Wide Guest Speakers Subcommittee
 - D. Lafaille suggested that this be an ad-hoc committee.
 - D. Nyisztor stated that the membership needed to be decided.
 - Following discussion, it was moved by J. Plante and seconded by E. Lozowy that the membership remain as approved at the May 1st, 2015 Academic Council meeting, with one exception: that the Women’s Studies faculty member be replaced by a faculty member linked to the issue.
 - The 2015-2016 membership was determined as follows:
 - Faculty Dean on Academic Council – Eric Lozowy
 - Faculty from General Studies - Lili Petrovic
 - 1 representative from VCSA - Matthew Basmadjian
 - 1 additional Faculty Dean - Alena Perout
 - Faculty member linked to the issue

5. Main Business

a) Academic Calendar Modification

T. Ingerman presented a modified calendar due to the October 29th strike and two other modified versions due to possible strike days.

D. Nyisztor expressed concern at the possibility of changing December 11th to a Thursday schedule as two Thursdays back to back would be problematic.

M. Grant suggested changing December 4th to a Thursday schedule instead of December 11th.

D. Lafaille gave the Academic Council members the option to vote on all three scenarios at once or to vote on the first modified calendar immediately and to hold other meetings to vote on the other two possible modifications.

B. Aboud mentioned that teachers are demanding compensation for the days they will have to make up.

D. Lafaille responded that this is a CRT issue.

It was moved by M. Grant and seconded by E. Lozowy that all three scenarios of the academic calendar be recommended.

The motion was placed before the members for discussion.

E. Lamoureux requested clarification on whether or not office hours are expected to be kept. He stated that eliminating office hours could jeopardize student success. He added that the letter sent by the Academic Dean regarding the rescheduling of classes cancelled as a result of the strike days, was not clear.

D. Lafaille responded that she did not have the letter on hand but hoped that the teachers would maintain office hours and would choose to eliminate other *volet* 2 and 3 activities.

The motion was defeated with 9 votes in favour and 9 votes against.

- b) Revision to Sections of the Institutional Policy on the Evaluation of Student Achievement (IPESA)
- i. 2.2.6 Student Absences for Religious Holy Days
 - ii. 2.2.7 Missed Assessments

D. Lafaille introduced this item. She stated that these two sections of IPESA also have associated policies. The Communications Office and the Director General's Office will confirm if the associated policies were indeed adopted by the Board of Directors. Council members needed to decide whether or not to recommend the two revisions to the Board of Directors.

C. Hanrahan proceeded to review the document.

D. Nyisztor inquired if section 2.2.7 was sent out for consultation with the title *Missed Assessments* or *Missed Tests*.

Caroline stated that she did not have the previous versions on hand.

Discussion followed.

Some members felt that the term "missed assessments" was ambiguous.

E. Lozowy commented that it was intentionally vague and left up to the professional judgment of teachers.

D. Lafaille commented that the term "assessments" gives teachers freedom and space to formulate a decision.

Some revisions were suggested, and C. Hanrahan took note.

It was decided that it would be best to bring back to Academic Council a version of the document with the suggested revisions.

c) Implementation – Student Proficiency in Language of Instruction (SPLI)

D. Lafaille wanted to clarify that the 10% mentioned in the SPLI Policy signifies *at least* 10%.

R. Braley mentioned that he was informed that it was a minimum and maximum assessment.

W. Brown explained that additional assessments can be included.

The SPLI Procedure will be revised to limit possible misinterpretation.

6. Reports, Announcements and Correspondence

a) Board of Directors

D. Lafaille mentioned certain highlights from the September 21, 2015 Board of Directors meeting such as:

- Report from the Respectful Learning and Workplace Advisor
- Approval of Music and Professional Music and Song Techniques Program Evaluations
- Nomination of Secretary to Procurement Committees
- Delegation of authority in regards to *Lois sur la gestion et la contrôle des effectifs des ministères des organismes et des réseaux du secteur public ainsi que des sociétés d'État* (LGCE)
- Revision to policy – Adoption and Publication of Vanier College Official Policies
- Revision to policy and selection of members for the committee – Naming of Physical Facilities and Grounds After an Individual or Organization

b) Fall 2015 Validated Figures

T. Ingerman presented the validated figures. He commented that the growth represented a greater number of returning students and that the College is 14% over the *devis pédagogique*.

c) Joints Report

The report from the October 14, 2015 Joint Coordinators' meeting was distributed to the Academic Council members.

E. Lamoureux inquired if bookstore receipts should still be forwarded to Coordinators.

Monique Magnan confirmed that faculty should continue submitting receipts to Coordinators. She further added that this item should not be addressed at Academic Council.

7. Varia

No items were added.

8. Adjournment

The Chair and Vice-Chair of Academic Council thanked everyone.

The Vice-Chair announced that the next meeting is scheduled for December 11th. Should December 11th be changed to a Thursday Schedule, Council members will be informed.

The meeting adjourned at 3:35 p.m.

Respectfully submitted,
Olga Mardas

Report for Academic Council

November 13, 2015

Joint Coordinators' Committee Meeting (October 14, 2015)

Business Arising from the Minutes

- a) Waiver Form for Self-Catered Events –Concerns should be directed to Loic Boyer.
- b) Tree Tag Mobile App – Richard Klopp discussed and presented information on the development and initiative of the tree app, which is a project that has been looking at the trees on campus. He explained that this has been a collaborative project worked on by students and with support from the Director General.
- c) Coordinators' Pedagogical Assembly – Peter Gantous briefly discussed that a separate meeting will be scheduled each semester for Coordinators to discuss issues related to pedagogy. If there are issues, which come from these meetings, those issues will be brought back to Joints.

New Business

- a) Election of 2015-2016 Chair - Peter Gantous was elected chair of Joint Coordinators'
- b) Joint Coordinators' Committee By-Laws - Danielle Lafaille discussed College By-Laws and their approval process and explained that the By-Laws adopted by Joint Coordinators 'are not By-Laws but more like procedures or guidelines.
- c) Joint Coordinators' Meeting Calendar – the February 24th meeting will be a Joint Coordinators' meeting and the April 6th meeting will be Coordinators' Pedagogical Assembly
- d) Bookstore Receipts – Monique Magnan clarified that Student Services now oversees the Bookstore. The new system, of bookstore receipts being given to Department Coordinators was implemented to provide better control of purchases. There was a lengthy exchange and discussion on this new process with many Coordinators unclear as to what they should be doing with the receipts. Mireille Béland will follow up on this.
- e) E-Wing Temperature – Several concerns were raised about the temperature in this area of the College. Danielle Lafaille indicated that concerns should be addressed to Lise Bégin.

• Reports, Announcements and Correspondence

- c) Others
 - i. Midterm Assessments – Danielle Lafaille reminded everyone of the October 16th deadline to submit mid-term assessments.
 - ii. Update – Tom Ingerman the Fall 2015 enrollment numbers. There are currently 6660 students in the College. Last year at this time there were 6581 students. Tom explained the increase in number is reflective of returning students.

Respectfully submitted,
Diane Nyisztor