

**ACADEMIC COUNCIL MEETING
MINUTES
Friday, September 15, 2017, 1:00 p.m., room F-216**

Present: Nirmala Bains, Annie-Claude Banville, Barrie Benton, Joël Casséus, Mikael Daldalian, Sheila Das, Isabelle Delisle, Miles DeNora, Marlene Eberhart, Stéphane Giroux, Marie Gribbon, Judith Ingerman, Kiraz Johannsen, Peter Labrinos, Jacques Mainville, Zsofia Orszagh, Vanessa Pellicciotta, Alena Perout, Michael Sendbuehler

Quorum: Yes

Invited: Haritos Kavallos, Ginny Iaboni, Thomas Ingerman, Monique Mignan

Others:

1. Welcome and Introductions

The Vice-chair, M. DeNora, welcomed all present and initiated a round table introduction of all in attendance.

The new Academic Dean, A-C. Banville, thanked Academic Council for showing her trust by recommending her nomination. She stated that she is prepared to listen to develop an understanding of the community's concerns. She will be following network issues such as financial regulations, Conseil des collèges, Continuing Education financing and accessibility, the devis pédagogique, and access to English colleges. She will focus on getting to know the Vanier culture and structure and will defend programs, policies and students' needs. This year, she will be looking at items such as the Program Management Policy implementation, policies, and by-laws (By-law No. 3, IPESA).

She emphasized the importance of Academic Council as an advisory to the Board of Directors on pedagogical issues, by-laws, policies, mechanisms to assure quality education, and a student-oriented approach and stressed the importance of discussing pedagogical issues in a respectful way.

Before proceeding to the approval of the agenda, the Vice-chair recommended that the Academic Council members consult Roberts Rules of Order for information.

2. Approval of the Agenda

The Vice-chair recommended that the order of the items be slightly changed to accommodate invited speakers.

There were no objections, and the Agenda was approved by consensus.

3. Approval of the Minutes of May 26, 2017

The minutes were approved as presented.

4. Business Arising from the Minutes

a) Recommendations of Academic Space Committee

As per the May 26th Academic Council Minutes, D. Lafaille suggested that the Academic Space Committee follow up on certain recommendations with Material Services.

A-C. Banville inquired if there was follow up.

M. Gribbon mentioned the relevant issues:

- accessibility
- “Who to Contact for What” list to be posted around classrooms and on the website
- “Having Trouble?” poster to be posted in classrooms

A-C. Banville suggested that the information be sent to the Academic Dean’s Office for follow up with Facilities.

b) Indigenous Protocol

A-C. Banville reported that following a CiCan initiative and Board approval in June, the College signed the Indigenous Protocol on Wednesday September 13. The event included a traditional smudging ceremony, music and inspiring speakers who reminded attendees of symbols, inclusion, and choices that are made in history.

The Academic Dean emphasized the need to follow up with concrete actions. The Anglo Deans will be sharing practices and the English College Steering Committee is considering a joint English Conference. Vanier College is working on a Major in Indigenous Education, and Jacky Vallée is offering training to colleagues; the group is now full.

The Academic Dean invited the Academic Council members to share with her any ideas on this item.

c) Program Management Policy Implementation

A-C. Banville and I. Delisle, Dean of the Faculty of General Education (Interim), shared a PowerPoint presentation with the Academic Council members on the implementation of the PMP following its adoption in June. This information was also presented at all the Faculty meetings, and a college-wide presentation to take place during a UB period is in the planning. The goal is to gather feedback to develop new tools.

The main purpose of this policy is to favour the ongoing program improvement approach. This policy will be adapted to Vanier and procedures and tools will be developed in the process.

d) By-Law No. 3

In keeping with the May 26th Academic Council Minutes stating that By-Law No. 3 will be brought back to Academic Council no later than the 2nd Academic Council meeting, A-C. Banville announced that this By-Law will be discussed at the next meeting.

5. Main Business

i. **Items for Recommendation**

a) Election of 2017-2018 Alternate Vice-Chair

M. Eberhart nominated M. Gribbon to serve as the 2017-2018 alternate Vice-chair.

M. Gribbon accepted the position.

b) Agreements of Understanding

- Jinzong Vocational and Technical College
- Shandong Foreign Trade Vocational College
- Université de Versailles Saint-Quentin-en-Yvelines

A. Perout, Faculty Dean responsible for International Education, introduced the three above-mentioned agreements and explained that such agreements are necessary for student exchanges.

The collaboration between Vanier and Jinzong Vocational and Technical College and Shandong Foreign Trade Vocational College is new. The agreement between Vanier and Université de Versailles Saint-Quentin-en-Yvelines is a renewal and now includes OST: Micropublishing and Hypermedia.

J. Casséus inquired about the cost to the College for such agreements. A. Perout responded that the cost is minimal, except for the agreement with Institut Armand Frappier.

S. Das inquired if OST: Micropublishing and Hypermedia has other agreements.

A. Perout responded that the program also has other agreements in France and Belgium. A list of agreements is available.

It was moved by J. Ingerman and seconded by K. Johannsen to recommend to the Board of Directors the adoption of the Agreements of Understanding between Vanier College and Jinzong Vocational and Technical College and Shandong Foreign Trade Vocational College.

The motion was passed unanimously.

It was moved by M. Daldalian and seconded by S. Das to recommend to the Board of Directors the adoption of the Agreement of Understanding between Vanier College and Université de Versailles Saint-Quentin-en-Yvelines.

The motion was passed unanimously.

c) St-Petersburgh Agreement - Cancellation

A. Perout explained that it is necessary to cancel the agreement with St-Petersburgh because the institution did not act in a “partner-type way.”

It was moved by M. Gribbon and seconded by J. Casséus that Academic Council recommend to the Board of Directors the termination of the St-Petersburg Agreement.

Discussion to the motion:

J. Mainville asked for some context information.

A. Perout responded that the institution compromised the safety of our students. An ongoing investigation is taking place.

K. Johannsen inquired about financial penalties to which A. Perout responded that there are no penalties.

B. Benton inquired if a dialogue took place between the two institutions.

A. Perout confirmed that a dialogue did take place.

Vote:

The motion was passed unanimously.

d) Code of Conduct

M. Magnan, Director of Student Services, and G. Iaboni, Social Service Officer, presented updates to the Code of Conduct and provided explanations to members' concerns.

M. Magnan took note of minor revisions, and stated that she would send a revised version to the Academic Dean's Office and to the Academic Council Vice-chair to be forwarded to the Council members prior to the Board presentation. Relevant to article 9, "Roles and Responsibilities," item no. 2, P. Labrinos pointed out that as per the Professionals' and Support Staff Collective Agreements, employees should **first report** to their immediate supervisor.

M. Magnan will consult with the Director of Human Resource Services, Andrew Mackay, on the Collective Agreements and will revise accordingly.

It was moved by V. Pellicciotta and seconded by K. Johannsen that Academic Council recommend to the Board of Directors the revisions to the Code of Conduct with the understanding that the language in article 9, item no. 2, will be revised in consultation with the Human Resource Services Director.

Discussion to the Motion:

P. Labrinos expressed concern that the statement in article 4.3, *Abuse of Power or Trust*, stating "All college employees are in a position of authority over students..." is a "blanket statement" and that not all staff members are in a position of authority.

Amending Motion:

It was moved by V. Pellicciotta and seconded by Z. Orszagh that the motion be amended to state that article 4.3 would be revised to read, "All college employees in a position of authority over students..."

Discussion to the Amending Motion:

S. Das pointed out that the amendment would be ambiguous, as it would raise questions as to whether or not one is in a position of authority.

Vote on Amending Motion:

With only 2 votes in favour, the amending motion was defeated.

The main motion was repeated:

Academic Council recommends to the Board of Directors the revisions to the Code of Conduct with the understanding that the language in article 9, item no. 2, will be revised in consultation with the Human Resource Services Director.

Vote on Main Motion:

The motion was passed unanimously.

On the subject of the Code of Conduct, M. Gribbon suggested that a standard summary of the policy be included on all course outlines.

The Academic Dean responded that she will pursue the idea of drafting standard blurbs for policies appearing in course outlines.

ii. Items for Consultation

a) 2017-2018 Academic Council Committees

The Academic Dean reviewed a list of proposed Academic Council Committees. The document was distributed to members electronically.

- The majority of the committees were in existence last year.
- One Ped Counsellor was added to the membership of the Complementary Courses Committee.
- The mandate of the PMP working group was changed.
- The IPESA policy working group is new. This should be a two-year working group given the amount of work to be completed. This committee will work in sub-groups to deal with different aspects of the process.
- The Pedagogical Animation Committee is a new committee.

J. Mainville asked for some clarification on standing committees and working groups.

A-C. Banville replied that the intent is to clarify the committees and mandates as needed for work to be done in 2017-2018 (with a two-year mandate for IPESA) but not to discuss the definitions. She previously met with the VCTA on this matter, and they will appoint all teachers on the committees.

b) 2017-2018 Academic Council Items

The Academic Dean presented the 2017-2018 work items emphasizing that the schedule is tentative. Other items such as program revisions and grids may be added.

S. Das commented on the clarity of the list.

6. Reports, Announcements and Correspondence

a) 2017-2018 Academic Dean's Items

The Academic Dean stated that she thought it was important for Council members to be aware of the work items in the Academic Dean's sector. A list of items was sent electronically to the Council members. The list was compiled and discussed by the Academic Steering team taking into consideration the Strategic Plan, the Director General's priorities and the work plans of all the managers in the Academic Sector.

b) June 2017 Board of Directors Meeting

A-C Banville mentioned the June 13th Board items:

- Approval of Graduates
- Approval of the Program Management Policy
- Approval of Agreements of Understanding with Chinese institutions
- Approval of the Indigenous Protocol
- Ratification of the 2017-2018 Academic Council Membership
- ESPA Project
- 2017-2018 Operating Budget

- Rental Contract of College-Wide Photocopiers
 - Engineer Service Contract for the Fire Detection System
 - 2017-2018 Proposed Board Meeting Dates
 - 2017-2018 Board Elections: Chair, Vice-Chair and Executive Committee Members
 - Approval Procedures for Summer 2017
 - Service Contract for an Engineer for the Freight Elevator
- c) Fall 2017 Enrolment Update
- T. Ingerman, Dean of Academic Systems, reported on the Fall 2017 enrolment mentioning that the official numbers will be presented in October following the validation process:
- The total number of applications received over the three rounds is 9,400.
 - The student population is at 6,546, which is close to last year's numbers.
 - Computer Engineering Technology had a surprisingly high demand of admission.
- Vanier is over the devis pédagogique

Questions in regards to the devis were raised.

The Vice-chair suggested bringing this item back to another Academic Council meeting as this item would require a lengthy discussion.

- d) AQPC Conference
- I. Delisle gave some highlights from the June conference hosted by Vanier College and Cégep de St-Laurent. The various presentations were well attended. Avery Rueb's presentation had a very high attendance and one of the best ratings.
- Isabelle thanked all presenters, volunteers, and attendees for making this event a successful one.
- e) Learning Commons Update
- H. Kavallos, Learning Commons Coordinator, gave a PowerPoint presentation on the updated look of the Learning Commons. The before and after pictures showed the transformation of the space. The Learning Commons now has a popular space to host events.
- Z. Orszagh suggested sharing the photos with all the community.

H. Kavallos stated that the next steps involve:

- Defining the operating philosophy of the Learning Commons
- Aligning the work plan with the college's Strategic Plan
- Redefining roles and addressing areas of improvement
- Building new collaborative opportunities with departments

He emphasized that he is open to comments and suggestions for improvements.

K. Johannsen inquired about student comments. H. Kavallos responded that the comments from students have been positive. The new and modern space is much appreciated.

S. Das wanted to know if the shelving accommodated all the books.
H. Kavallos responded that with some minor weeding, the entire collection was able to fit. There is no more room for new purchases unless books are weeded.
A list from Facilities of books damaged while in storage is pending.
Other possibilities such as electronic versions, etc. will need to be considered to accommodate additional books.

M. Eberhart asked for a copy of the list of damaged books once available.

f) International Students

A. Perout stated that following the Annual Shanghai International Nursing Skills Contest held in November of 2016 at the Shanghai University of Medicine and Health Sciences, where Vanier students won first place, there was an interest in our teaching methods. This summer, Vanier College hosted a delegation of nursing students from Shanghai. It was a learning experience for both teachers and students as teachers doing the training faced a few challenging moments and found it necessary to enhance their own teaching skills.

g) 2016-2017 Teaching Excellence Award

The Academic Dean was pleased to present Myriam Mansour with the 2016-2017 Teaching Excellence Certificate. She stated the importance of recognizing engagement, positive models and innovative approaches and read aloud a few excerpts from the letters of nomination. Myriam was greeted with a round of applause.

7. Adjournment

The Chair and Vice-chair thanked all present.

The meeting adjourned at 4:01 pm.

Respectfully submitted,
Olga Mardas