

**ACADEMIC COUNCIL MEETING
MINUTES
Friday, May 25, 2018, 1:00 p.m., room F-216**

Present: Nirmala Bains, Annie-Claude Banville, Sheila Das, Isabelle Delisle, Miles DeNora, Marlene Eberhart, Stéphane Giroux, Marie Gribbon, Peter Labrinos, Jacques Mainville, Zsofia Orszagh, Vanessa Pellicciotta, Alena Perout

Regrets: Barrie Benton, Joël Casséus, Mikael Daldalian, Kiraz Johannsen, Michael Sendbuehler

Quorum: Yes

Invited: Catherine Duranleau, Stephanie Belmer, Anne-Marie Lemay, Kevin Lenton, Carmelina Macri, Sandi Mak, Kelly Purdy, Krista Riley, Sylvie Tardif, Tristan Vieira

Others: Brian Aboud, Joanne Guay

1. Welcome and Introductions

The Vice-chair, M. DeNora, welcomed all.

2. Approval of the Agenda

The Vice-chair announced that the VCTA designated Stephanie Belmer to replace J. Ingerman on Academic Council for the rest of the 2017-2018 academic year.

The agenda was approved by consensus with the following additions under item 7. *Varia*:

- a) Filth (N. Bains)
- b) Cell Blocker (M. Gribbon)
- c) "Thank you" to Barrie (M. DeNora)
- d) Academic Space - Teachers' Offices (S. Das)

3. Approval of the Minutes of April 13, 2018

The April 13 Minutes were approved by consensus as presented.

4. Business Arising from the Minutes

a) Paralegal Technology Update

The Academic Dean gave the following update:

- On behalf of the 12 Montreal CEGEPS, the RCMM officially approved Vanier's request to offer Paralegal Technology.
- Services Québec will analyze the request in June.
- The request will be presented to the Vanier Board of Directors for approval on June 19, 2018.
- The Ministry revised the submission process and application form. There is still lots to do to meet the June 30, 2018 Ministry deadline.

S. Das inquired about the meeting dates for the Paralegal Technology Task Force.

The Academic Dean responded that the task force would meet once all faculty representatives have been appointed.

S. Das further inquired about the process once the Board approves the request. The Academic Dean responded that it could take up to one year to get a Ministry response and, approximately, one year to develop the program.

In addition, S. Das wanted to know if the College would have a Ministry response further to the College's request to raise the *devis* before Paralegal Technology would be implemented. The Academic Dean responded that she could not predict when the Ministry would respond, as these are two distinct requests to the Ministry. Her intention for next year is to work on the strategic enrollment plan to find solutions.

b) New Science Program Update

In the absence of M. Sendbuehler, Dean of Science and Technology, the Academic Dean reported that there was no additional information from the Ministry relevant to the consultation deadline of the new Science Program. Thus, it would not be necessary to hold an Academic Council meeting on June 13, 2018.

As well, she did not have information on the network position.

5. Main Business

i. Items for Recommendation

a) Election of 2018-2019 Vice-Chair

As per article 4.02 of By-Law No. 3, *The Academic Council*, the 2018-2019 Vice-chair was elected. Miles DeNora was nominated, and he accepted the nomination.

b) Teaching Excellence Award Recommendation (In-Camera)

This Item was discussed in camera.

After Academic Council endorsed the recommendation of the Teaching Excellence Award Committee, the Vice-chair announced that John Salik from the Computer Engineering Technology Program was unanimously recommended for the 2017-2018 Teaching Excellence Award.

c) Early Childhood Education AEC

A-M. Lemay, Dean of Continuing Education, explained that the 2015 version of the Early Childhood Education (ECE) Attestation, JEE.OK, developed by Rivière-du-Loup and CEGEP de Valleyfield would be deactivated on July 1, 2018 following a Ministry decision. The 2017 version would need to be recommended by Academic Council and approved by the Board of Directors to continue to enroll students in the attestation.

Four optional competencies were added to the 2017 version, but CEGEPs can offer the basic version of the program.

A-M. Lemay proposed that Vanier College offer the basic version for now. In 2018-2019, she will work with the ECE Attestation program teachers and the day division ECE teachers and coordinator to implement the program successfully and to review the program grid.

It was moved by M. Gribbon and seconded by S. Giroux that Academic Council recommend the adoption of the 2017 version of the ECE Attestation program (JEE.OK).

S. Das inquired if the Attestation program would be more in line with the day program.
A-M. Lemay responded that this could be a possible discussion.

S. Das also inquired about release to day division teachers assisting with the implementation of the attestation.

A-M. Lemay responded that release was not discussed yet.

The above motion was passed unanimously.

d) DEC-BAC Agreement with Bishop's - 410.BO, 410.CO, & 410.DO

Andrew Gates, Business Administration teacher, presented three separate DEC-BAC Agreements between Vanier College and Bishop's University: Program 410.BO - Accounting & Management Technology, Program 410.CO – Insurance and Financial Advisory Services, Program 410.DO – Business Management (Marketing).

He explained that in comparison to other agreements, Bishop's grants the most transfer credits. He underlined that the agreements do not require a change to Vanier's grid/curriculum and that they are unilateral in the sense that there is no commitment on Vanier's part and no commitment on the part of Vanier teachers.

S. Das pointed out that as mentioned at a previous Academic Council meeting, and as per article 4-3.14 of the Teachers' Collective Agreement, agreements with other educational institutions shall be presented to CRT (The Labour Relations Committee).

It was debated as to whether or not this particular agreement should be presented to CRT given that it does not involve teacher commitment and thus has no implications on labor relations. The order in which agreements were presented to the various bodies was also discussed. The Academic Dean commented that as Academic Council's mandate is to make recommendations on pedagogical aspects, agreements should first be presented to this body.

M. Gribbon inquired if graduating students would be at a disadvantage if the agreements were not approved immediately given that this was the final Academic Council meeting of the year. A. Gates responded that it could be the case. He did not have information on the number of Business Administration graduates pursuing their studies at Bishop's in the fall or if the advanced standing status could be granted retroactively.

It was moved by V. Pellicciotta and seconded by A. Perout that Academic Council recommend the adoption of the three DEC-BAC Business Administration agreements between Vanier College and Bishop's University conditionally to them being discussed at CRT.

Following discussion, J. Mainville called a caucus meeting, and there was a vote.
A majority vote did not rule to carry the motion.

M. Gribbon proposed the following motion moved by S. Giroux and seconded by M. Eberhart: That the DEC-BAC agreements for Business Administration between Vanier College and Bishop's University be brought to CRT, to Academic Council, and to the Board of Directors if recommended by Academic Council.

Discussion followed:

The Academic Dean inquired how the motion would be brought back to Academic Council since it was defeated.

She will follow up on the procedure with the Vice-chair.

V. Pellicciotta wanted to know why this agreement had to be presented to CRT.

M. Eberhart answered that it was to follow process, so that any labor relations concerns would be raised prior to Academic Council.

Vote on motion:

The motion was passed. (8 in favour and 4 abstentions)

e) PED Day and Academic Calendar

Sylvie Tardif, Dean of Academic Systems, proposed a revision to the August 2018 PED Day's date. As well, she proposed that modifications related only to student academic dates follow the Academic Council and Board approval process.

She explained that on the 2018-2019 Academic Calendar, PED Day appears on August 20. However, the event was planned for August 15, one of the reasons being that it was the most ideal time for the guest speaker.

S. Tardif also differentiated between student academic dates and internal operational dates.

Discussion followed and S. Tardif took note of comments and concerns such as:

- Catherine Duranleau of the French Department remarked that the Intersessions are scheduled during that time.
- N. Bains suggested specifying August Intersessions on the Academic Calendar.
- S. Das commented that August 15 is not an ideal date for PED Day as it is the first day of availability, and teachers have other obligations.

It was moved by A. Perout and seconded by I. Delisle that Academic Council recommend the revised 2018-2019 Academic Calendar with the revised PED Day date of August 15, 2018.

The motion was passed unanimously.

It was moved by the Academic Dean and seconded by M. Eberhart that Academic Council recommend that only revised Academic Calendar modifications related to student academic dates be presented to Academic Council for recommendation. Internal operational dates could be changed without official Academic Council and Board of Directors process. Any such changes to the Academic Calendar would be presented to Academic Council as a point of discussion and to the Board as a point of information.

The motion was passed.

f) Sustainability Major - Amendments

A. Perout, Dean, Faculty of Arts, Business Administration, and Social Sciences, highlighted the changes to the Sustainability Major:

Students must pass SIX courses from a list of courses that qualify for the major. TWO of these courses must be outside of students' program-specific course list. Eligible courses are chosen by each discipline....

It was moved by A. Perout and seconded by S. Das that Academic Council recommend the revised requirements of the Vanier College Sustainability Major.

The motion was passed unanimously.

ii. Items for Consultation

a) 2018-2019 Academic Council Committees

The Academic Dean presented the proposed 2018-2019 Academic Council Committees in advance to give ample time to the associations to appoint members by the start of the fall semester.

S. Das requested clarification on the ICT Committee.

The Academic Dean responded that the acronym stands for *Information and Communication Technology*. The mandate would be pedagogical. She would chair the committee but would include staff from other sectors of the College.

S. Belmer inquired as to why a student representative is required on the Program Management Committee.

The Academic Dean responded that the idea is to increase student involvement.

She mentioned that a student representative would be added on the Complementary Courses Committee.

S. Das pointed out that the information on the frequency of the meetings should be more specific.

The Academic Council members accepted the proposed 2018-2019 Academic Council Committees as presented.

6. Reports, Announcements and Correspondence

a) Board of Directors

The Academic Dean provided the following highlights from the May 22, 2018 Board meeting:

- Reports from the Director General, Academic Dean, Vice-chair of Academic Council
- Self-Evaluation Framework (CEEC) - presented to the Board without Academic Council's recommendation (please see explanations further below)*
- Indigenous Studies Certificate Program - presented by Jacky Vallée; adopted by the Board
- Omnivox Preference Course Change Module
Module approved; students will be charged \$25 for a new schedule for preference course changes.
- Service contracts approved
- Capital Equipment and Furniture (MAOB) Budget 2018-2019 - approved
- Capital Renovation Budget - \$800,000 approved for classroom renovations in the N-Bldg. following the Animal Health move
- Electrical Entry
The DG and the Academic Dean are seeking funding; estimated cost - \$2,000,000

*The Academic Dean distributed and read aloud a letter addressed to the Academic Council members in compliance with *By-Law No. 3*, article 1.03 that states:

If the College refuses to adopt a recommendation from the Academic Council, it shall provide the Academic Council with the reasons for its decision, in writing.

She explained that as she had informed the Academic Council members on April 13th, she presented the *Self-Evaluating Practices for Assuring Quality at Vanier College* Framework to the Board without Academic Council's recommendation.

The presentation to the Board included reasons for approving the Framework such as: the College's legal and ethical obligation, respect of Collective Agreements, policies, by-laws, etc.

The Board approved the framework by majority, and the work on the self-evaluation will continue.

She announced that the CEEC would be providing a training to the Self-Evaluation Committee on May 30, 2018. She invited one or two Academic Council members to assist in the first hour of the meeting to listen to the CEEC perspective and to ask questions. Interested members were invited to contact Olga Mardas or the Academic Dean by this coming Monday afternoon.

b) Vice-Chair Annual Report

The report was distributed to the Academic Council members electronically. M. DeNora invited the members to ask questions.

The Academic Dean stated that she is not in agreement with the Program Management Policy report. The committee did not respect the mandate as the members worked on revisions and not on the implementation and tools. It also seems to have a bit of confusion with the CRT's mandate.

Faculty members on the Program Management Policy committee expressed that they felt that the mandate was followed and there was an agreement to disagree among members.

The Academic Dean added that she would follow the PMP Committee closely next year to ensure that there is agreement by all members that the mandate is followed.

J. Mainville asked that the work of the PMP committee be made available to Academic Council.

I. Delisle responded that the work is not yet finished.

M. DeNora will send out the information prepared by Faculty members outside the committee meetings.

S. Das commented that the blurb on the Library Standing Committee should be changed to reflect that the committee has not yet held a meeting.

M. DeNora will make the revision.

He will also update the Teaching Excellence Committee blurb to include the name of the 2017-2018 award recipient.

c) Research Guidelines

Krista Riley, Pedagogical Counsellor, presented the *Operational Guidelines for the Conduct of Research at Vanier*. The guidelines were prepared due, in part, to an external audit by SSHRC (Social Science and Humanities Research Council) requesting that the process for research be documented. She worked on the document in consultation with the Academic Steering Committee, Finance, Human Resources, and Communications.

The document explains the grant application process and clarifies who does what and will be made available on the PSI web page and Omnivox.

S. Das commented that the information was much appreciated.

d) 2017-2018 Academic Deans Items

The Academic Dean brought back the list of items presented in the beginning of the academic year to show the work completed.

She also presented a draft of the 2018-2019 Academic Deans Items and invited the Academic Council members to comment on the list of items.

As per *By-Law No. 3*, M. DeNora will include proposed activities for Academic Council in the Vice-chair annual report.

7. Varia

a) Filth

N. Bains wanted to know who to contact regarding cleaning issues.

The Academic Dean suggested sending an email to Facilities with a copy to the Faculty Dean. Should there be no response, the item can be addressed at Joints.

As well, N. Bains brought up a concern regarding the scheduling of exams in classrooms with two-student desks.

The Dean of Academic Systems asked that the classroom numbers be forwarded to her.

On the subject of exams, V. Pellicciotta brought up a concern regarding exams overlapping with intensives courses.

The Dean of Academic Systems and the Dean of Continuing Education pointed out that students can take summer courses or intensives offered during other times in the year.

b) Cell Blocker

M. Gribbon suggested that the College look into an internet usage-detecting device in order to prevent cheating during exams. She said such a device would maybe cost approximately \$5,000.

S. Tardif will follow up on this.

c) "Thank you" to Barrie

The Vice-chair thanked the 2017-2018 Academic Council members who will not be returning to Academic Council next year: S. Giroux, M. Gribbon, N. Bains, J. Ingerman, V. Pellicciotta, J. Casseus, M. Daldalian, with a special thanks to B. Benton.

J. Mainville took a moment to say that B. Benton will be retiring after 40 years. He thanked him for his contribution to academic life at Vanier and for "his very reflective intervention at Academic Council."

S. Tardif also acknowledged Barrie's contribution in the Chemistry Department and the Science Program.

d) Academic Space - Teachers' Offices

S. Das restated her concerns regarding teachers' offices, regarded as academic space, and giving teachers the choice of colours to paint their offices.

She emphasized the importance of making office space pleasant for teachers who spend so much time in their offices. As well, the space should be inviting to students who often need to meet with teachers.

As she has been trying to resolve this issue for quite some time, she invited the Academic Dean to carry the dossier forward.

She asked that in addition to increasing the choices on the colour palette and considering teachers' choices:

- teachers' choices in the accent colour palette for offices be taken into consideration as early as September 2018
- teachers' choices for the number of walls of the accent colour be determined by teachers, be that no wall or up to all four walls

J. Mainville mentioned that cost should not be an issue because teachers stay in the same office for a long period and thus would not make new requests for painting.

The Academic Dean stated that this is not an Academic Council item. However, she already spoke to Facilities in an effort to defend faculty interests on this matter; and she did not hear any arguments from the Administration related to the cost.

Facilities has accepted to go forward with new choices on the colour palette during phase 2. The delay is probably because the work is being phased over time.

She would prefer that such requests follow a different process: faculty members should send their request to their Dean who will bring the issue to the Academic Steering Committee. Depending on the issue, the Academic Dean may bring the item to the Management Executive Committee (MEC).

S. Das mentioned that having numerous teachers go to their Deans for the same issue is not efficient. Her view is that the College needs to provide a solution, and it is justifiable to bring this item to Academic Council.

The Academic Dean mentioned that the Director of Facilities is away for the next three weeks, and there will be a delay before she speaks to her.

8. Adjournment

The Chair and Vice-chair thanked all present and wished everyone a good summer.

The meeting adjourned at 4:44 pm.

Respectfully submitted,

Olga Mardas