

JOINT COORDINATORS COMMITTEE MEETING

Wednesday, September 30, 2009

10:30 a.m., Boardroom F216

Attendance:

Adams, Rhys	Duba, Zoya	Meana, Lourdes
Amos, Chris	Faubert, Stephane	Moscovitch, Rhena
Atkinson, Jim	Fee Taylor, Joan	Moscovitz, David
Awad, Edward W.	Fee, Shirley	Mutter, Gisela
Belanger, Marc	Gangai, Gilda	Nyisztor, Diane
Benton, Barrie	Gauthier, Louise	Pettifer, Shirley
Bernstein, Martha	Hetherington, Don	Photiades, Nick
Bouwman, Patrick	Ingerman, Tom	Prentice, Mark
Brown, Wilma	Jones, Maureen	Purdy, Kelly
Byron, Stephen	Karkoukli, Bachar	Roy, Josée
Chandler, Bev	Lenton, Kevin	Salzberg, Claire
Chiras, Maria	Lozowy, Eric	Sendbuehler, Michael
Cohen, Mark	Macdonald, Judy	Siberok, Martin
Da Palma, Maria	Major, Marlene	Steinwald, Hannah
David, Myra	Mak, Sandi	Twardowski, Joe
Deligiannis, Nick	Manjikian, Sevak	Van Ginhoven, Quentin
DeNora, Miles	McMahon, John	Wargny, Nancy

1. Approval of Agenda:

The agenda was approved with the following additions:

S. Pettifer's Report moved to Item 3.d. because she had to attend an Animal Care Committee.

2. a) Approval of Minutes of May 6, 2009:

Approved with the following corrections:

Item 6.e. 4th sentence should read "There may be 1000-2000 students applying to programs that may have no physical space". 7th sentence: strike "Therefore no new infrastructure...forthcoming". 5th sentence: typo – should read "dèvis". Moved : M. DeNora. 2nd S. Pettifer.

b) Approval of Minutes of August 26, 2009:

Approved with the following corrections:

Item 4.b., Para.7. misspelled name; should read "Helen Babouras". Moved : J. Twardowski. 2nd M. David.

3. Business Arising from the Minutes:

- a) M. Cohen presented a motion which was passed by General Studies and the English Curriculum Committee regarding email problems and the need for better

communication to teachers. (Motion attached). After brief discussion, members voted 14 For; 5 Against; 17 Abstain.

- b) Admissions/ Registration Update : T. Ingerman presented after delete-date pre-validation numbers for A09 (see attached). They show the total number of students at 6359 (up from 6284 in A08).
- c) H1N1 : Pandemic Plan. J. McMahon: Committee continues to meet to formulate the Plan and to ensure communication is maintained, through the Web site (prime instrument) and posters. Sixty more hand sanitizers have been installed throughout the College. Committee is discussing ways to maintain cleanliness in common areas. Also urged faculty to check the H1N1 site frequently since this is the main information link for the college.

J. McMahon: Student absences may be the most serious challenge for several reasons. Whereas IPESA requires students to provide doctor's notes in the event of missed exams, the Health Board's recommendation to self-diagnosed flu victims may be to avoid going to hospitals or clinics and to remain home for 8 to 10 days. The Committee is working on new policies that will allow for flexibility given that students may not have doctor's notes confirming a flu, let alone H1N1. Major changes in the IPESA (in the event of a crisis) require Board approval in November. J. McMahon while recognizing that there may be abuse, urged teachers to be flexible, and to use their better judgement. D. Moscovitz argued that the problem is too immediate to await a November meeting of the Board and that cases are already happening. Several members insisted that there needed to be a protocol now. J. McMahon proposed that the Deans meet and circulate a modified missed examination policy that the college could apply de facto until it can be approved de jure in November.

In the event of a pandemic, the decision to close the college rests with MELS, not the college. That decision requires keeping data about "infection rates" in the college. To this end, students who self-diagnose or are diagnosed with H1N1 are asked to 1) report their absence either by phone (dedicated phone line) or online and 2) report to their teachers by MIO. The College could then provide a document declaring the student has self identified and this could serve as a de facto Doctor's note. Discussion ensued; paradoxically, the need for accurate data about infection rates is ill met by the Health Board recommendations that infected students stay at home, since there is no way of confirming H1N1. Even if flu-infected students report to the college, there is still no way of knowing how many are H1N1 cases. B. Benton suggested that the college provide coordinators with a list of these self-identified cases so as to avoid abuse (ie: reporting more than once). It was pointed out that one can become infected with H1N1 more than once and thus a repeat event is not evidence of abuse.

Other discussion: For the time being, there is no indication that vaccinations will be done on campus (J. Macdonald). If a student is showing symptoms, teachers should send them to Student Services where they are triaged and their temperature is taken. RA students are fitted with an A95 mask when doing stage. A UB kiosk manned by science students is planned to help get accurate information out to students. Teachers should urge students to check the H1N1 page on our website and to call 811 for the

most accurate information. (M. David) suggested using Facebook and Twitter as an effective means of communicating with students.

- d) **Report from Academic Council** (S. Pettifer). Have met 2 times. On August 28, Council did an overview of the IB evaluation. R. Herrera was acclaimed alternate vice-chair. September 18: 5 of the 7 chapters of the IB evaluation have been reviewed. The elephant in the room is low enrolment (only 10 students in A09) and concerns about retention (50%). Another issue concerns the use of public resources (teachers) for what is a private program (students pay \$500 per semester). In 2005-2007, the IB program carried a deficit of 2.270 FTEs. One idea is to include regular students in these sections. Vanier supports small programs at Vanier; IB is not the only one. S. Pettifer stated that the reason for bringing the subject up at Joints is because two years ago there were a lot of questions about IB by coordinators regarding the allocation cost of the program, and it was promised at that time that a full and transparent report would be made. S. Pettifer reminded us that once the recommendations are made at Academic Council, they go to the Board for approval. M. David asked what would be the structure of a discussion at Joints of the IB program and D. Hetherington responded that the discussion is ongoing at Academic Council and that the debate ought to continue there. J. McMahon suggested that if teachers have input they can submit their comments to or attend Academic Council. He also reiterated that there are other programs that may not be viable and that retention, where teachers can have an impact, is essential. He concluded by stating that he supports small programs so long as they can retain students.

4. **New Business:**

- a) **Allégo Program** (B. Chandler). This is a Ministry of Transport program which aims to reduce the number of cars on the road. City of St-Laurent is very interested in this program given that they house 90,000 employees wherein the majority live elsewhere. Vanier (as well as Cegep St-Laurent) has signed up for the program since 6000 students commute to the college making for issues of parking and sustainability. The process involves data collection (eg. Analysis of postal codes to map from where Vanier students and faculty commute) and an important online survey. Allégo then comes back with recommendations (e.g. carpooling strategies, bikes, shuttles, behavioural change). B. Chandler urged us to participate in survey to make the study a success and also noted that one of the greater challenges will be to apply Allégo's fixed-schedule orientation to the dynamic mobility of a college population.
- b) **Open House:** (B. Chandler). Scheduled for Sunday, October 18 from 1-5 PM. B. Chandler distributed the flyer that all visitors receive. We are expecting about 6000 visitors. Information about Open House is featured on the Vanier web page. Cegep Gaspesie will be joining us for the purpose of recruitment. Volunteers will be receiving Vanier glasses (Coke does not distribute free bottles of water) which can be picked up ahead of time at Communications (F229). Eight fountains have been fitted with spigots to make it easy to fill glasses. More spigots to be fitted eventually.
- c) **ITSS Representation on Joint Coordinators:** (J. McMahon). Whereas C. Holmes was responsible for IT and the Library, a new ITSS position has been created that regards IT responsibilities only. C. Amos will formally represent ITSS at Joints.

- d) **Students in Financial Need / Toonie Tuesday:** (J. Atkinson). Toonie Tuesday will be held on Tuesday, November 10 from 10 AM to 3PM in Jake`s Mall and N-Bldg. There will also be a giant bake-a-thon in conjunction with the event. If you wish to contribute to the bake sale, please sign up with P. Price in the print shop. Last year we raised \$4270. Tax receipts are available for all donations over \$10.
- e) **Mid-Term Assessment:** (T. Ingerman / J. McMahon) Teachers were reminded that there is a difference between letting your students know their mark by midterm and a mid-term assessment. The goal of the midterm assessment is to phone at risk students (Student Services does this) and invite them to seek help. J. McMahon emphasized the importance of this pro-active student success service activity but its success depends on teacher input to the College. Last year there was good participation. Coordinators are urged to remind teachers in their departments to participate. Deans will be receiving lists of teachers who have not yet complied. J.Twardowski asked if there was some way to know if students are actually accessing the information. T. Ingerman said that students can be forced to view their assessment by locking access to Omnivox until a student opens the assessment document. Z. Duba asked if there was any way to get a list of students at risk. There is hope that OIDE will be able to put together some statistics to assess the extent to which this call-back strategy is a success.

5. Members' Concerns:

S. Manjikian urged teachers to use Turnitin.com to check for plagiarism and stated that it was superior to EVE. D. Hetherington mentioned that within the next month, the college must decide if it will continue its membership. M. DeNora stated that the feedback from Social Science teachers currently using Turnitin is very positive. He urged the college to extend membership into H10 given that many teachers have not yet had the chance to use it.

R. Moscovitch wishes to clarify the status of Joints especially as regards who has a vote. J. McMahon said that this role will be clarified this year, since the historical record is unclear. He suggested we discuss this beginning at the next meeting, but D. Nyisztor recommended that a group get together and make recommendations that can then lead to a focussed discussion by Joints. D. Hetherington volunteered to be in that group since he has a good recollection of this issue in the past. Meanwhile, you can send your recommendations to W. Kalina, D. Hetherington, or M. Prentice.

Q. Van Ginhoven raised a number of concerns: 1) there is graffiti in N Bldg stairwells and hoped it would be removed prior to Open House. 2) Q. Van Ginhoven asked that one elevator that goes to the underground in N Bldg be dedicated to teachers and transportation of equipment, especially relevant to Animal Health technology. 3) Q. Van Ginhoven asked if there was any chance to get a Bixi stall installed to get people from the metro to the College. B. Chandler responded that St-Laurent does not host that program. 4) Finally, Q. Van Ginhoven asked if there was some way that Intercom could be delivered electronically as well as in paper giving

teachers a choice. That idea was tabled to the next meeting when Q. Van Ginhoven will bring back a motion to that effect.

J. Twardowski congratulated M. Dugrenier, the newly hired Physical Education teacher, for winning the Gold Medal for Women's World Championship Wrestling. He also announced I. MacArthur's retirement dinner and left invitations.

6. Reports Announcements and Correspondence:

FP/FT (Formation professionnelle/Formation technique) is a major MELS initiative wherein 9 English school boards and the 5 English Colleges collaborate to create a regional *Plan d'aménagement* to encourage cooperation between the high schools and the colleges regarding vocational and technological education. One of the aims is program development wherein each college submits a wish list of new programs. Vanier has six programs on its list. Our proposal will be approved by Academic Council at the Committee level and will then be taken to the Board for approval in November..

Academic Council: (S. Pettifer. see Item 3d.) (attached)

Faculty of Careers and Technical Programs : (Attached)

Faculty of Social Science, Commerce, Arts and Letters: (Attached)

General Studies Curriculum Committee: (Attached)

Continuing Education: W. Brown announced that e-mail accounts are available for Conted teachers who do not have one.

7. Varia

8. Adjournment: The meeting was adjourned at 12:13.

Submitted by
Lourdes Meana