Joint Coordinators' Meeting
Wednesday, January 20, 2010
10:00 a.m. – 12:00 noon

Attendance

Brian Aboud
Rhys Adams
Fred Andrews
Edward Awad
Helen Babouras
Marc Belanger
Barrie Benton
Martha Bernstein
Susan Bissonnette
Patrick Bouwman
Willie Brown
Bev Chandler
Maria Chiras
Mark Cohen
Maria Da Palma
Myra David
Nick Deligiannis
Miles DeNora
Isabelle Der Aprahamian
Zoya Duba
Stéphane Faubert
Gilda Gangai
Louise Gauthier
Caroline Hanrahan
Don Hetherington
Thomas Ingerman
Maureen Jones
Bachar Karkoukli
Kevin Lenton
Eric Lozowy
Judy Macdonald
Marlene Major
Sandy Mak
Sevak Manjikian
John McMahon
Lourdes Meana
Rhena Moscovitch
David Moscovitz
Gisela Mutter
Stephen Newbigging
Diane Nyisztor
Shirley Pettifer
Nick Photiades
Spiridoula Photopoulos
Mark Prentice
Kelly Purdy
Claire Salzberg
Michael Sendbuehler
Martin Siberok
Nadia Turbide
Joe Twardowski
Quentin Van Ginhoven
Nancy Wargny

1. Approval of Agenda
The agenda was approved with the following additions: 3 items under **Announcements.**

2. Approval of Minutes of November 11, 2009
Minutes were approved with the following correction on page 3: Item 5a) ends at...*took note of Diane's concerns and will follow-up on her concerns*. Start of new paragraph 5b) ***Online Expense Forms:*** *Diane also mentioned that the...*

Prior to starting item 3 on the agenda, Caroline Hanrahan introduced Susan Bissonnette who is the new Coordinator of the Library and welcomed her to Vanier College. Susan announced that there will be trials for new databases for the Library on the website and she would like feedback.

3. Business Arising from the Minutes

a) Update on Members' Concerns- John McMahon

Due to the absence of the Director of Finance from the College due to holidays, the concerns may be brought to the next Management Advisory Committee Meeting for discussion.

b) Interim Policy for Missed Tests & Assignments- John McMahon

The threat of the H1N1 Epidemic has been reduced to a minimum risk and although the policy had been amended, the crisis situation no longer exists. For this semester we will go back to using the regular Policy for Missed Tests & Assignments. It was suggested that we inform students through their Omnivox to let them know the current status. John McMahon will include this in his Newsletter.

c) Academic Success Grant Projects- John McMahon

The list of approved projects was sent out. The projects that are being sought are innovative and contribute to Academic Success. We will continue on this course as long as there is funding. John McMahon pointed out that the MELS funding and the *Volet D* cannot be used for type 1 and 2 teaching i.e. part time teachers may only apply for their approved workload. Nadia Turbide inquired about the deadline for next semester submissions. This date will be announced soon.

4. New Business

a) Status of Joint Coordinators' Committee- John McMahon

The Committee was formed to look at historical data and ascertain the status of Joint Coordinators. Is it a stand alone or an Academic Council subcommittee?

Mark Prentice summarized that there were some documents which dealt with this issue and they will be brought to the committee for discussion. The findings will be announced at future Joint Coordinators' meetings.

b) Survey on Commuting- Bev Chandler

Vanier joined project Allégo concerning transportation around Vanier. A Vanier Transit Committee has been set up to look into the different ways and means of getting to and from Vanier College by students and staff. We currently have over 11,000 postal codes for people at Vanier. We come from all over the islands of Montreal and Laval as well as off Island areas. The Committee will be looking at using focus groups and surveys to help us, as well as the government, to better understand the current situation. There will also be ties to Earth Day and Car Free Day.

The survey will be ready by the end of February and it is very important that we fill them out. The results will help alleviate parking and drop-off/pick-up problems.

c) Change of Meeting April 14, 2010- John McMahon

The meeting scheduled for April 14th will be moved to April 21st in order not to conflict with the FCTP Open House. This change was approved.

d) Student Misconduct in the Classroom Policy- Don Hetherington

Don Hetherington presented a draft of a revised policy for discussion. The objective is to update this policy this year. The document outlines 5 'stages', who gets what documentation, chain of events and communications. There were questions as to why there was a committee set up and what the task of that committee is? Don Hetherington worked on the initial draft and this may either be used by the Student Misconduct Policy Committee, members are Nancy Wargny, Isabelle Der Aprahamian, Karen White and a Technologies Rep., or a new document may be drafted. Some members felt that their concerns were not answered by this version of the draft and there are many issues to discuss prior to getting to this stage. It was decided that this policy will go to the Student Misconduct Policy Comm. (which is an Ad Hoc subcommittee of the IPESA Revision Committee) and come back to the Joint Coordinators' Committee when ready.

e) CEEC Visit- John McMahon

The *Commission d'évaluation de l'enseignement collégial* will be visiting Vanier for meetings from February 22-25th, 2010 to evaluate and discuss our report on the evaluation of the implementation of the IPESA. Caroline Hanrahan stressed that they are requesting more documentation and analysis to be analyzed and sent by February 5th. She will email all the information as well as the template that needs to be filled out by Friday, January 22nd. There were questions raised concerning the short deadlines as well as the evaluation process for these meetings with the CEEC. The schedule was dictated by the government and the main document to be discussed will be our IPESA. Further information will be relayed as soon as available.

5. Members' Concerns- No items discussed

6. Reports, Announcements and Correspondence

a) Academic Council (see attached report)

b) Faculty of Science & General Studies –(see attached report)

c) Faculty of Social Science, Arts and Letters (see attached report)

d) Faculty of Careers and Technical Programs – no report given

e) Registrar- Tom Ingerman gave an update of the Registration for H'10. We have 600 new students, total count of 5,680 full-time students and 200 part-time. They are in the process of updating these lists. Registration went very well for this semester.

f) Announcements

i. **Vanier Wireless Network- Chris Amos-** There has been a revision to our wireless network and some of the codes to log on have been changed. VC Student has now changed to VC Public and VC Secure may be used by iPhones. All the old computers and CRT monitors used by students and teachers will be changed by the end of this semester. Stephen Newbigging mentioned the LES, yes, teachers from outside will have access codes. Mark Cohen asked if the disposal of the old equipment will be environmentally friendly. A recycling company will be handling the disposal. Sevak Manjikian asked if the password changing is a necessity, Chris stated that this policy has to be implemented according to the auditors.

ii. **Gilda Gangai-** There will be an Information Evening for potential students on February 2nd, 2010. Please submit your participation forms by Friday the 22nd.

iii. **Nadia Turbide-** The Music Department concert will be on Wednesday February 3, 2010 starting at noon. The themes will be Classical and Jazz, it is a tribute for Haitian Relief and also for Black History Month. Other events for Haitian Relief and Black History Month are on the website and Intercom. You may contribute to the Vanier Haitian Relief Fund at the Bookstore.

iv. **Maureen Jones-** International Women's' Week will be held from March 8-12, 2010. Please check website for further announcements.

v. **John McMahon-** Welcomed everyone back to the College at this exciting time with the new projects and directions that are coming up.

7. Varia

8. Adjournment

The meeting was adjourned at 11:40 a.m.
Respectfully submitted by
Nora Boyadjian