

Academic Council Meeting MINUTES

Tuesday, February 13, 2024

5:00 – 6:30 p.m.

Microsoft Teams & CELT 8-204



Time	Agenda Item	Action	Owner
A. Welcome and Treaty Acknowledgment			
5:00	Angel Eustaquio, Ama Dogbefou, Tarandeep Singh, Brendon Lamarche, Aleli Renaie Ilagan, Jadine Sherman, Mayme Wong, Loni Robertson, Esha Kaur Sanger, Heather Kitteringham, Kelly Hobson, Sheena Sereda, Bev Suntjens, Rebecca Bock-Freeman, Ian Howatt, Debbie Little, Sithara Fernando, Aditya Singh, Greg Eklics, Gretha Pedro, Jane Nebo, Janelle Morrison, Tanya Friesen, Tracy Ross, Wendy Ilott, Aneesh Bhatia, Jonathan Robb, Ileana Perez, Nancy Thornton Scribe: Paula Valente Meeting started at 5:00 p.m.		
AGENDA ITEMS			
5:03	1. Approval of the Agenda MOTION to approve the agenda items. Moved by Rebecca; Seconded by Brendon. Motion Carried	Decision	Bev Suntjens, Chair
5:05	2. Approval of the Minutes MOTION to approve the minutes from the January 9, 2024, meeting. Moved by Debbie; Seconded by Aneesh. Motion Carried	Decision	Bev Suntjens, Chair
B. Approval Items			

<p>5:07</p>	<p>3. 24-25 Tuition & Fees</p> <p>Jonathan Robb (Vice President, College Life) and Ileana Perez (Senior Executive Associate, College Life) presented on the proposed 24-25 Tuition & Fees. The proposal is for the Academic Council to recommend approval to the Executive Team.</p> <p>An update was provided related to the MNIF Fee indicating it will not be incorporated into the 24-25 Tuition & Fees due to the existing need for further consultation with students. This was a request from the Student Council to ensure a broad view of what students would be most interested in.</p> <p>An update was provided related to the decision to move forward with a 6% increase for international learners and a 2% increase for domestic learners. No new MNIFs and no further increases to existing MNIFs will occur for the 24-25 academic year. It was informed that the College is focused on increasing the support to international learners through immigration advice support, peer mentorship programs, and the international development fund, along with mobility projects.</p> <p>MOTION that Academic Council recommends the 24-25 Tuition & Fees as presented for Executive Team approval. Moved by Ian. Seconded by Brendon.</p> <p style="text-align: right;">Motion Carried</p>	<p>Decision</p>	<p>Jonathan Robb, Vice President College Life</p> <p>Ileana Perez, Senior Executive Associate, College Life</p>
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<p>5:35</p>	<p>4. Academic Standing Policy and Procedure</p> <p>Debbie Little (Director, Admissions & Supports) presented a proposal to approve the Academic Standing Policy and Procedure.</p> <p>The Council has provided feedback based on the documents presented and the consultation process as summarized below:</p> <ul style="list-style-type: none"> • Consultation with the Office of Student Judicial Affairs (OSJA) and Academic Strategy and Integration (ASI) were appreciated. • Difficulties in meeting with the Office of the Registrar, particularly related to only being able to send emails and how it relates to the support provided by the Student Program Advisors in guiding students to the appropriate resources/information. • Importance of having an updated handbook where students could refer to resources related to program withdrawal and academic warning. • The goal is for the policy and procedure to be implemented on July 1 to help reduce the stress for learners and provide support. • Implementation of early alert system to help track and monitor. Demonstrate the opportunity was there and for instructors to identify what they have seen in class. Ensure to look at the due diligence pie and transparency. This will be further addressed during the operationalization piece of this policy and procedure. • Identifying a mechanism when instructors do not answer students' emails or when students are unable to get the appropriate information from students. One of the grounds to appeal is based on this situation to help address existing gaps. <p>MOTION that Academic Council approves the proposed Academic Standing Policy and Procedure as presented and recommend approval to the Executive Team. Moved by Aneesh. Seconded by Ian.</p> <p style="text-align: right;">Motion Carried</p>	<p>Decision</p>	<p>Debbie Little, Director, Admissions & Supports</p>
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<p>5:55</p>	<p>5. Academic Council Terms of Reference</p> <p>Bev Suntjens (Chair, Academic Council) provided an information item related to the existing need to update the Academic Council Terms of Reference (TOR). The TOR has not been updated since 2015 and the institution has evolved therefore the need to update the TOR and further look at its mandate.</p> <p>The Council was favorable in proceeding with the two-phased approach updates as indicated in the briefing note and further pursue a deep dive into the mandate of Academic Council and identify how this committee relates to the current committees at the College. The Council recommended in the TOR that Academic Council is an approving body.</p> <p>The Chair has recommended members to submit their recommendations/suggestions for this process via email to either the Chair or the Scribe. The TOR will be brought back for approval at the next meeting in March and next steps related to the further consultation on its mandate will be provided at that time.</p>	<p>Decision</p>	<p>Bev Suntjens, Chair</p>
<p>6:15</p>	<p>Meeting Adjourns</p> <p>Motion to adjourn. Moved by Rebecca. Meeting ended at 6:15pm.</p>		