**Academic Council Minutes**

**November 25, 2024**

**2:00pm – 4:00 pm**

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**CICE (Jule Wilson)**

* Julie wanted to raise awareness about her program
* Looking for CICE students to join programs

**Academic Operations (David Baker)**

* Winter workloading ongoing
* Spring 2025 curriculum being developed
* David is working on project with Nat Leach to embed all course costs in course outline

**Academic Integrity Updates (Marcia)**

* Violations still incoming
* Emails have been received by Faculty from external address advising that students are involved in contract cheating
* Marcia has met with one student and result is that they are being blackmailed
* Bad actors have student information and are using it against students
* Contract companies are manipulating students, especially foreign students
* Marcia to provide more specific information to Lorie Blundon
* Marcia noted that this has been happening at other institutions

**Information Technology (Matt V.)**

* More student facing technologies are being developed (ie Scheduling tool and SMS tool)
* Looking at other technologies to support enrollment and registration
* IT had investigated AI tool to assist in building evaluations

**Trades and Tech**

* Finding onboarding of new faculty challenging
* Anticipating challenges with grade entry
* Business as usual but with more volume
* Learning curve with newly hired faculty
* Section sizes maxed out at 30 – more sections of students

**International Student Services (Tracey McConnery)**

* Upcoming trip to Toronto Christmas Market
* Orientation upcoming to orient students to student life at Fleming
* Helping students navigate new IRCC announcements and providing students with support letters if they need to change programs before coming to Canada

**Student Experience (Joanne Spicer)**

* Today is day 1 of 16 days of activism of violence against women
* Comms and Marketing assisting in putting together Instagram videos
* 2 opportunities at Frost, and 1 at Haliburton
* Students Rights and Responsibilities
	+ TERT team (traumatic event response team) lead is now Joanne Spicer
	+ If anyone hears about a student death, please advise Joanne
* Midterm grades pilot
	+ Will be going forward
	+ Bailey Robinson involved from RO
	+ Joanne to provide further updates

**SAC (Charan)**

* Expecting high number of student appeals related to failing courses or placements
* In the process of hiring a new officer position

**RO (Bailey R.)**

* Preparing for Winter startup
* Processing payment arrangement requests from international students
* Send students to RO if they have questions about payments
* Preparing for timetable handoff and will provide timetables to students
* Shorter intersession next term
* International student work permits and changes to IRCC
	+ Giving students opportunity to take programs that meet PGWP list

**Academic Quality (Nat Leach)**

* Gearing up for cyclical review in Winter
* Annual reports on program review and advisor committees have been drafted and are making their way forward to meet annual responsibility to report to Board
* CCAT audit upcoming for Winter term
* AQ team has been working on course level policy and procedures that may be presented at the next AC meeting

**Library (David Luinstra)**

* Library still working on weekly workshops with low attendance
* Tutoring at peak levels
* Looking at starting peer led study sessions
* Pilot project for students at risk
	+ Evidence that it is improving output, but not yet outcomes
* Student of concern form is now live on the website

**Roundtable**

* Joanne asked what the type of academic violation is of highest concern
* Marcia responded that there are different types of violations, and also different levels of violation (ie using a device on a test vs paraphrasing)