



CCASA MEETING MINUTES
(Committee on Curriculum, Admissions, Standings and Appeals)
Teacher Education Program

Monday, November 22, 2021| 1:00 - 2:00 pm | Virtual meeting

Present: Andrea Webb (Chair), Marianne McTavish (TEO), John Yamamoto (TEO), Cynthia Nicol (EDCP), Kathryn Accurso (LLED), Surita Jhangiani (ECPS), Jason Ellis (EDST), Alexis Okabe (NITEP), Teresa Dobson (DNSO)

1. Adoption of the Agenda (Circulated) (Approval)

That the Agenda be approved as circulated.

Carried

2. Approval of Minutes from November 8, 2021 (Circulated) (Approval)

That the Minutes from November 8, 2021 be approved as circulated.

Carried

3. Terms of Reference

The CCASA Terms of Reference was discussed again for a final revision. In light of the conversation with Dr. Dobson from the previous meeting, CCASA will be responsible for all appeal hearings at the undergraduate level (i.e., not limited to only the Teacher Education program). The duties for the committee and the Chair were discussed. It was decided to combine the responsibilities and deliverables section in order to reduce redundancies. An Ad Hoc committee will be set up for appeal investigations. The Chair will seek further clarification with Dr. Dobson on the appeal investigation process.

Table with 3 columns: Names (Jason Ellis, Cynthia Nicol), a closing brace symbol, and the text 'That the CCASA Terms of Reference be approved in principle with the consultation of the investigation of academic and non-academic misconduct.'

Carried



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4. Adjournment

That the meeting be adjourned.

Next meeting of CCASA is scheduled for:

Monday, December 6, 1 - 2 pm