



CCDI Teleconference
April 16, 2020
Minutes

Attendees: Carla Grey, Sherri Parkins, Shanna Lecuyer, Andrea Finkelstein, Tim Comerford and Kelley Grant (scribe)

Regrets: Janice Fennell

1. Approval of Agenda

- Approved by Shanna Lecuyer; seconded by Andrea Finkelstein

2. Review of executive minutes February 13, 2020

- **Andrea to forward Kelley amendments;** Deferred to next meeting.

3. Reports & Updates

a) Treasurer's Update –Shanna Lecuyer

- We are in good standing. All the invoices have been paid from the March 6, 2020 meeting. Membership dues have not yet been sent yet but Shanna will get them ready to forward to all colleges. Kelley sent Shanna an updated list of CCDI representatives.

b) CCDI Business Meeting - All

- We can look at doing a remote meeting for CCDI in the fall due to the physical restraints. Dates were set for November 12-13, 2020; and March 4-5, 2021. Kelley will send room requests to Colleges Ontario. **(Done)**
- Agenda Items:
 - *Executive Member – Northern Regional Representative* – We will be recruiting for a new northern regional representative to sit on the executive committee. We will need to request nominations prior to the fall meeting and vote at the meeting.
 - *Announcement of our New Name* – College Committee on Accessible Issues.
 - *Social Distancing* – we may need to consider a Zoom delivery for the fall meeting should social distancing still be in place.

c) Professional Development– Tim Comerford

- *On Line Delivery* - Tim advised we will need to prepare presenters for an online format should social distancing still be in place.
- *Suggested Topics* – It was suggested to incorporate what we learned during the pandemic and how we can do things better; how the pandemic has changed how we work. Academic Continuity – how this affected our faculty, students, coworkers. We could invite a director/dean to present.

d) Other

- *New HOSA Rep* - We have a new HOSA Representative, Tim Friker – Dean Student Services at Mohawk College replacing Neil Buddel. **Kelley to forward the following yearly meetings to him and to the executive.**

- *Communication* - Everyone confirmed they were either using MS Teams or Zoom for communicating with coworkers/students.
- *Summer Delivery of Courses* – Carla advised at Centennial College they are running online delivery for 2020F; Level 1 in Practical Nursing is running; Algonquin College all Level 1 has been cancelled; F2F in July (*since changed and they have cancelled F2F in July so spring programs were suspended that had that component*); Northern College cancelled Spring intake and will run spring/summer for the level 2 students. Nothing has been released for Fall term.
- CACUSS –The Annual Conference scheduled for May 31-June 3 in Toronto was cancelled.

Rep Updates

- Shanna reported Northern was a bit slower with employees working remotely. They were doing rotations at the college up until the last two weeks when they shut everything down. She has been emailing/calling students at risk; trying to reach out to students to see if they need assistance.
- Sherri at Seneca advised they are working well as a team and doing well.
- Andrea at Algonquin they are all working remotely.

Summary of Action Items

- 1. Andrea to forward amendments to Feb 13, 2020 meeting.**
- 2. Kelley to set up executive meetings for the year.**