

2021

# MID-YEAR REPORT

Shannon Humphrey  
Vice President Academic



## Welcome

Tansi, Oka, Hello Everyone,

My name is Shannon Humphrey, and I am your Vice President Academic. I use they them pronouns but more accurately, I have unsubscribed to gender so as long as I'm referred to as human, I am happy. Just don't call me, "late for dinner."

Our campus is situated on Treaty 7 land. Central Alberta region falls under Treaty 6, to the North of the Red Deer River, and Treaty 7, to the South of the Red Deer River. This area is the land of the Niisitapi (Blackfoot) including, the Siksika, the Piikuni, and the Kainai Peoples as well as, the Tsuut'ina, Stoney Nakoda, Cree, Saulteaux and Métis peoples. We honour the First Peoples who have lived here since time immemorial, and we give thanks for the land where we stand. Now more than ever this recognition of our relationship to the land and each other is critical as we strive to honour and transform our relationships with one another and our community. A land acknowledgement is more than words; it is a call to action. It is our responsibility to not only acknowledge the land and our history but also strive to address systemic and institutionalized issues at a fundamental level, acknowledge and reflect on the hard truths of the past and then make steps in the right direction toward reconciliation. A land acknowledgement is simply a starting point. While it is a step in the right direction, we must continue to take strides toward equity for all.

A land acknowledgement and call to action means something different for everyone. For me personally, it is a call to engage in story sharing and life-long-learning and a call to recognize the power we hold. Ultimately, it is up to us to engage in our community and advocate for those who come after us to ensure they do not face the same barriers, challenges, and systemic issues that we do. We do this the same way those who came before did for us, and we do this to carry a legacy for those who never got the chance. I invite you all to share your own calls to actions and inspiration with all of us throughout the year. My door is always open! Thank you all for being here!

## **Executive Summary**

May 1, 2021, the team welcomed a new President and two returning Vice Presidents. Since then, we have lost a Vice President and are down to two Executives, both with full time hours. I have very much appreciated the opportunity to have full time hours and have had no problem filling the extra hours with committee meetings and project work. I am super excited about the projects I have been able to participate in and dedicate more time to. I would love to remain full time for the duration of my term to ensure the office of the Vice President Academic operates at its highest capacity and achieves its full potential. I believe the workload of this office can easily fulfill the full-time hours.

The summer saw many opportunities for team bonding, training, and professional development, and lots of advocacy to the Polytechnic. We have developed a really solid working relationship with the Senior Administration Team. I am very proud of the conversations and meeting we have been empowered to participate in and contribute to. This is a big win for our team!

The work we have done to train our team and develop our skillset has been essential to our success as student leaders and as an organization. I am proud to say that the SA RDC team is one of the most vocal and well-prepared teams of student leaders and staff in the province. The strength of our team and processes is evident at the events we attend with other student leaders as well as in the meetings our executive director participates in with other staff from across the province. I feel our executive training structure and the resources available speak to hard work put into succession planning by previous executive council and our staff team to ensure their successors thrive. I am extremely proud of this team and the relationships we have built. It is evident that the executive team and the staff team are all in this for the right reasons and work extremely well together. This sets the bar high not only for our successors, but for other student organizations across the province.

As a team, we have been working hard to advocate for our members and ensure students have the best possible experience returning to campus. We are very excited to have students back on campus. I personally appreciate the excellent energy this brings. I really needed that energy and the life that students bring to campus as they walk the halls so I would like to take this opportunity to say, welcome back everyone, we missed you!

The summer was very productive and constructive in the goal setting process and has allowed us to refine those goals, adapt them to fit the current environment. Our workplans have evolved to become much more action oriented with specific tactics to achieve those goals. I believe we are well on

our way to achieving those goals. The theme of my goals for this academic year are rooted in equity, diversity, and inclusion as well as accessibility and affordability.

It has been a very busy and a little chaotic 6 months with lots of action items and an increased need to adapt on the fly. We have seen some big changes across the board especially with the transition to polytechnic and a restructuring of departments and schools. I am looking forward to what the next 6 months bring and continuing the work of this team and carrying on the legacy of those who came before us.

## Academic Council

### Academic Council Student Caucus – TBD

Academic Council Student Caucus is now full, and 1 person has expressed interest if a spot were to open. Almost all our AC members are returning from last year’s roster. We have a total of 3 collaborative students who we are allowing on the roster with anticipation of a policy amendment to be made ASAP. This policy amendment will be presented to BARC soon. The roster is as follows:

Student Name	Program	Notes
Shannon Humphrey	Justice Studies Diploma	Returning
Brittany Lausen	Bachelor of Business Administration	Returning
Savannah Houg	Bachelor of Business Administration	Returning
Kareen Lambert	Social Work Diploma	Returning
Annika Sudlow	Bachelor of Education - Elementary	Returning - Collaborative Student U of A
Kindra Duthie-Woodford	Justice Studies Diploma	New
William Langille	Bachelor of Education - Middle Years	Returning - Collaborative Student U of A
Brenan Fuiten	Bachelor of Arts - Psychology	New - Collaborative Student U of C

**Vice President Academic Workplan and Goals**

**My workplan includes the following goals:**

*Note: The progress is indicated, and action items specified. I have color coded my workplan progress with three separate categories. Green indicates any calls to actions or “to do” items. Yellow indicates any action items that are ongoing, or in-progress. Red indicates actualization or implementation of the goal and marks it as complete. (I will update this workplan throughout the year with progress tracking. For now, I have simply put it here as a place holder as they are all in the call-to-action phase.)*

**ADVOCACIES**

*These are tasks that requires lobbying other postsecondary stakeholders to achieve a cause.*

Goal	Tactics	End Results	Progress Notes
Advocate for Equality, Diversity, and Inclusion (EDI)	<ul style="list-style-type: none"> <li>• Enhance and uphold policies pertaining to student rights and responsibilities.</li> <li>• Influence through committee work when drafting and updating policies.</li> <li>• Enhance and uphold sexual violence policy, discrimination, and harassment.</li> <li>• Increase the consideration of mental health or neurodivergent factors at all levels of decision making.</li> <li>• Provide recommendations to the revamp of the Student Appeals Policy and Procedures.</li> </ul>	<p>Policies are implemented recognizing the need for equality, diversity, and inclusion.</p> <p>Implementation of an EDI Committee or Working Group at Polytechnic level.</p>	<p>In collaboration with the office of judicial and academic affairs, we are collecting best practices and terms of reference from other institutions and organizations. This research will influence our EDI implementation plans and how policy is written and examined through an EDI lens.</p> <p>The Student Rights and Responsibilities policy as well as policies and procedures for appeals are currently under review at Academic Policy Committee. I am working with a subcommittee on this large project. We are in the process of a complete overhaul of these policies and procedures with implementation of them occurring ASAP upon completion. We are hoping to move in a restorative justice direction rather than a punitive one. We are also looking at expediting this process due to pressures resultant from the vaccination mandate/restriction exemption program on campus. Much of the conversation surrounding this is based in EDI best practices and we are currently in discussions about how to engrain EDI in the policy.</p>

			I have been in discussion with Kristine Plastow regarding the creation of an EDI working group at the institutional level as well as Kylie Thomas. Both are very interested in this and looking into what they can do from their end to support the creation of a group.
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### ACADEMIC AWARENESS

*These tasks ensures Red Deer Polytechnic courses are accessible to students.*

Goal	Tactics	How would we know we have accomplished our goal	Progress Notes
Implement an OER Print-on-Site Model	<ul style="list-style-type: none"> <li>• Research on the feasibility of implementing OER Print-on-Site Model.</li> <li>• Consult with stakeholders.</li> <li>• Assess the feasibility for SARDC to take this project on.</li> <li>• Create a workplan and execute.</li> </ul>	<p>An OER Print-on-Site is implemented by Winter 2022.</p> <p>Bookstore to recommend adoption of OERs to instructors in place of texts that are in the digital first format.</p> <p>Streamlined reporting process for adoptions.</p>	<p>I meet regularly with the OER Champions Group, and they are on the agenda for the next Campus Store Advisory Committee Meeting.</p> <p>We have met with the OER Champions, the Print Centre, Senior Admin, and we have an upcoming meeting with the Campus Store team leads, Eli and Cherry, as well as Kathleen Lindsay. During this meeting we will need to be extra cognizant of language such as “profit, revenue, and markup” as it</p>

			<p>relates to an open license.</p> <p>This may be a good opportunity to provide a kickback to the community to support relevant organizations.</p> <p>Note: To effectively print OER's on demand, an investment in "Perfect Bound" infrastructure is required. This will enable the print center to bind books normally and not with a coil. The bookstore has done some research into this and has indicated that the two options are 1. Getting an add on piece for their existing machine, or 2. Getting a stand-alone machine. The stand-alone is their preference and will increase their capacity. They have also noted that this will be extremely helpful for the printing of trades</p>
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			<p>modules and various course packs they are already printing.</p> <p>I have reach out to ASEC and BCFS about OER strategies and regulations for print on demand. Also, stats for province on OER's. I am awaiting a response from BCFS.</p> <p>The OER Champions group (or a subcommittee of it) will need to come up with a proposal that aligns a print on site model with the OER Strategy and the BC campus models.</p> <p>Caitlin and Sona are working on adding a link to OER strategy/OER LibGuide in the adoption information with recommendation to connect with Librarians who are subject matter experts and can help find OER adoptions thus</p>
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			decreasing workload on both Campus Store and Faculty.
Increase accessibility of language programming	<ul style="list-style-type: none"> <li>• Advocate to Senior Administration.</li> <li>• Consult with Registrar's Office and Faculty that could provide support, including the International Student Services Office.</li> <li>• Find ways to decrease barriers to student funding by ensuring all language programs are credit courses.</li> </ul>	<p>American Sign Language is considered as a credit course starting Fall 2022.</p> <p>Higher level of French courses are introduced for Fall 2022.</p> <p>Return of Spanish courses to campus.</p> <p>Introduction of Indigenous language courses which by nature incorporate cultural and land-based teaching specific to the Central Region.</p> <p>Conversation Cafes hosted in The Loft at least once per semester</p>	<p>I have had two meetings with Kylie Thomas regarding this but there has been very little progress on this (none) despite the advocacy for this.</p> <p>I am still looking for a community partner to work with us on facilitating the conversation cafes.</p> <p>To do: reached out to the existing language instructors and community organizations such as WIC, CARE, CAIWA, ACFA, etc.</p>
Advocate for a Universal Design in Testing	<ul style="list-style-type: none"> <li>• Work with the Registrar's Office to update several RDC policies including but not limited to Academic Freedom Policy, Grading and Assessment, etc.</li> <li>• Gather information through student engagement.</li> </ul>	A universal approach in delivering and monitoring testing is implemented Winter 2022.	<p>I am working with the CTL on this project, and we are currently in the information collection and research stage.</p> <p>I have compiled the anecdotes from last academic year and have presented several documents to this</p>

			<p>working group for consideration.</p> <p>I am still doing some research on best practices/common practices at other institutions in Alberta.</p> <p>The policy and procedures are currently under review at Academic Policy Committee, and I am working with a subcommittee on this. We are currently looking at moving in a restorative justice direction rather than a punitive one.</p>
<p>Increase active meaningful student involvement at all academic decision-making bodies</p>	<ul style="list-style-type: none"> <li>• Revamp/build training modules or model for Student Caucus that provides different levels of training for the various committees or sub-committees.</li> <li>• Develop an instant gratification model with simple yet interesting and engaging content.</li> </ul>	<p>More students are advocating for their peers in decision-making bodies such as Academic Council, School Councils, etc.</p> <p>New training model implemented for F22 to align with any revamps to Academic Council model due to change to Polytechnic Status.</p>	<p>The first meeting of Academic Council (AC) will feature introductions and orientation for this terms AC roster.</p> <p>We have filled all student caucus roster spots.</p> <p>I am currently working the AC exec. Team to examine the sub-committee composition and</p>

			<p>advocating for more student involvement at the subcommittee level.</p> <p>We are also looking at the training practices of AC and determining how best to orient and maintain engagement of the entire roster. This includes training student caucus with the larger group rather than separately.</p> <p>I will be leading a team norms session as part of orientation. Julia will be presenting on expectations and how to effectively prep for AC and questions for consideration. We have come up with a list of FAQs to distribute to the roster which will be included in the agenda package for the next meeting, and we have also decided that training and development will</p>
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			be ongoing throughout the year and feature a different session each meeting.
Educate students on policies, especially their rights and responsibilities	<ul style="list-style-type: none"> <li>• Implement “Know Your Right” Information Booths or trivia style scavenger hunts at NSO or week of welcome.</li> <li>• Develop interactive methods for students to learn.</li> </ul>	<p>Number of students attending booths and events. Increase in traffic to accessing policies online and through the Students’ Association Office.</p> <p>A minimum of 1 information booth per academic term</p>	<p>Part of this awareness surrounding student rights and responsibilities will be engrained in the mental health strategy (Thank you Tanya Lyons-Belt) as well as the revamp of the student rights and responsibilities policies and procedures.</p> <p>With the help of our Member Engagement Manager, Jessica, this is being incorporated into our blog posts on the website and will be featured on social media. Due to other priorities, I have not booked any information booths at this point in time.</p> <p>There is discussion about a LibGuide as well as a tab on the loop for student rights and responsibilities as</p>

			<p>well as appeal information once the new policy is complete.</p> <p>The policy and procedures are currently under review at Academic Policy Committee, and I am working with a subcommittee on this. We are currently looking at moving in a restorative justice direction rather than a punitive one.</p>
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**ORGANIZATIONAL CHANGES**

*These tasks ensure the Students’ Association is up to date with the current trends within the non-profit industry while meeting the needs of its Members.*

<b>Goal</b>	<b>Tactics</b>	<b>How would we know we have accomplished our goal</b>	<b>Progress Notes</b>
Implement policies that recognize the need for Equality, Diversity, and Inclusion.	<ul style="list-style-type: none"> <li>• Consult with Executive Director and determine how to implement EDI actions within the Students’ Association.</li> <li>• Propose policy changes.</li> <li>• Prepare for the need to revise the organization’s strategic plan.</li> </ul>	<p>The current strategic plan is reviewed and assessed, and EDI values are engraved in SA culture.</p> <p>Strike an ad-hoc EDI Council Committee and present TOR to Council</p>	<p>I have collected D-EDI and J-EDI terms of reference from other institutions and am currently in the process of researching best practices.</p> <p>To Do: Write the TOR in accordance with best practices and</p>

			research findings.
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**MEMBERSHIP ENGAGEMENT**

*These tasks involve engaging with students and increase their knowledge of the services and benefits their Students' Association provide.*

<b>Goal</b>	<b>Tactics</b>	<b>How would we know we have accomplished our goal</b>	<b>Progress Notes</b>
<p>Increase active meaningful student involvement at all academic decision-making bodies</p>	<ul style="list-style-type: none"> <li>Utilize the information booths to engage with students.</li> <li>Classroom visits whenever possible.</li> </ul>	<p>More students are advocating for their peers in decision-making bodies such as Academic Council, School Councils, etc.</p> <p>The number of student seats at a committee or sub-committee is increased within the Polytechnic.</p>	<p>All of our student roles and roster spots have been filled! There are still spots on the EDI/Mental Health committee and the academic appeals roster.</p> <p>I am working with the Manager of Judicial and Academic Affairs as well as with the Student Appeals Policy Amendment Subcommittee to revamp the academic appeals roster training. I am currently working the AC exec. Team to examine the sub-committee composition and advocating for more student involvement at the subcommittee level.</p> <p>Some of this work will take place</p>

			within the EDI committee and involve presenting recommendations or policy briefs to the various committee chairs.
Promote Equality, Diversity, and Inclusion	<ul style="list-style-type: none"> <li>• Maintain current visibility on campus including rainbow crosswalks, flags, etc.</li> <li>• Increase visibility on campus for all intersectional identities.</li> <li>• Support and advocate for more cultural programming, land-based teachings, and interactive activities both on campus and online.</li> <li>• Ensure days of recognition are not only recognized and celebrated but any calls to action are carried out.</li> </ul>	<p>Crosswalks painted by August 8 (Central Alberta Pride Week)</p> <p>Flag Poles installed for F22</p> <p>Specific calls to action implemented or carried out within 1 month of the call if possible (some may have longer lead times, but simple ones should be within the month)</p> <p>Conversation Café hosted at least once per semester</p> <p>Land based teachings hosted at least once per semester</p> <p>Program proposal submitted by April 30</p>	<p>A progressive pride flag and an Alberta Treaty Map have been installed on the Executive Lounge Windows outside of the SA office. They look amazing!! Thank you, team, for making this happen!</p> <p>A progressive crosswalk has been painted out front of the GWH. We are still waiting for the progressive crosswalks to be painted in the bus loop between the Library and Arts Centre. We are told this is slotted ASAP and the hold up is with the contractor.</p> <p>Flag poles continue to be stalled. The Sr. Admin team has pledged \$10,000 to assess the feasibility of poles being installed on the boulevard based on underground utilities. The total quote for this project was closer to</p>

			<p>\$65,000 for the project including feasibility assessment.</p> <p>The Elders in various communities have requested that we hold off on installing the indigenous flags and pole until the land can be properly blessed and a ceremony held for this. This will require appropriate protocol as well as appropriate timing within indigenous cultural practices and the moon cycles. This is being headed up by Lloyd and the Indigenous Student Space Working Group.</p> <p>Land based teachings are in the works, but nothing has been solidified. This will be done in partnership with Indigenous Student Services and International Student Services. This will require appropriate protocol.</p> <p>Conversation Cafes are in the works but need a facilitator. If anyone is interested</p>
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			<p>in facilitating a teaching and conversation in their various languages, please send me an email.</p> <p>Days of celebration are being made happen by our wonderful Member Engagement Manager, Jessica. THANK YOU FOR ALL YOU DO, JESSICA!! Make sure you show her some love if ever you are in the office.</p>
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## Committees and Working Groups

### Working Groups and Committees I sit on during my term include:

- ASEC Diversity Inclusion Committee
- Student Council
  - Executive Council
- Campus Store Advisory Committee
- OER Champions Working Group
- Indigenous Student Space Working Group
- Indigenous Education Advisory Committee
- Anti-Racism Steering Committee
- Central Alberta Regional Collaborative Service Delivery Mental Health Post-Secondary Group
- Student Mental Health Working Group
- Academic Council
  - Academic Council Executive
  - Curriculum Committee
  - Honorary Degree Committee
  - Quality Improvement of Programs Committee

- Research and Scholarly Activity
  - Research Survey Sub Committee
  - Research Day Sub committee
- Academic Policy Committee
  - Student Awards Policy Review Subcommittee
  - Research and Scholarly Activity Policy Subcommittee
  - Student Appeal Policy Sub-committee
  - Course outline procedure subcommittee



**Shannon Humphrey, BBA (They/Them/Theirs/She/Her)**

Vice President Academic

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*Red Deer College recognizes that our campus is situated on Treaty 7 land, the traditional territory of the Blackfoot, Tsuu T'ina and Stoney Nakoda peoples, and that the central Alberta region we serve falls under Treaty 6, traditional Métis, Cree and Saulteaux territory. We honour the First Peoples who have lived here since time immemorial, and we give thanks for the land where RDC sits. This is where we will strive to honour and transform our relationships with one another.*