

School of Continuing Education Council Meeting**Minutes****Monday, February 1, 2021****3:30 pm – 5:00 pm****Webex****1. Call to Order**

The meeting was called to order at 3:32 pm by Dr. Heather McRae. Quorum was met.

2. Approval of the Agenda/Consent Agenda

2.1 Minutes, SCE Council, 10-19-2020

2.2 Minutes, Executive Committee, 10-07-2020

2.3 Minutes, Program and Curriculum Committee, 01-12-2021

2.4 Minutes, Professional Development Committee, 01-11-2021

2.5 Alberta Foundation Program Stream

MOTION: SCESC-01-02-01-2021

To approve the February 1, 2021 School Council agenda/Consent agenda as amended to include “Budget Summary” under item 6.6 – Committee Reports. Moved by Peter Myhre and seconded by Andrew Buhr.

This motion was approved.

3. Presentation on new MacEwan Competency Framework Project

Gillian Kemp (Manager of Career and Experience) provided a brief presentation on building a universal framework of competencies. Below are the highlights:

- Upon the Provost’s Group recommendation, the Career Development Advisory Group is developing a Draft Competencies Framework that aligns with institutional learning outcomes to reflect the language of the employment market.
- Framework development will involve an associate dean from each faculty, a member of the Teaching and Learning office, career development specialists and a faculty and student representative.
- Gillian requested six SCE faculty representatives to participate in the focus groups for creating the framework by the end of March.

4. Program and Curriculum Updates:**4a. Professional Development Award Proposal**

MOTION: SCESC-02-02-01-2021

To approve as presented the Professional Development Award proposal as recommended by the School of Continuing Education Executive Committee (Jan. 25, 2021). Moved by Andrew Buhr and seconded by McKenzie Spies.

A friendly amendment was made to the original motion “to accept a name change for the proposed credential from Professional Development Award to Skills Achievement as recommended by the Professional and Continuing Education unit and endorsed by the Dean’s Council on February 1, 2021.” Moved by Martin Tucker and seconded by Andrew Buhr.

Main motion and amended motion was carried.

4b. Full-Stack Web Development Professional Development Certificate**MOTION: SCESC-03-02-01-2021**

To approve as presented the Full-Stack Web Development professional development certificate as recommended by the School of Continuing Education Executive Committee (Jan. 19, 2021). Moved by Andrew Buhr and seconded by Peter Myhre.

This motion was carried.

4c. Foundation 101 Course Description Change**MOTION: SCESC-04-02-01-2021**

To approve as presented the Foundation 101 course description change as recommended by the School of Continuing Education Executive Committee (Jan. 19, 2021). Moved by Terry McLean and seconded by Andrea Cheuk.

This motion was carried.

4d. Indigenous Studies 200 Course**MOTION: SCESC-05-02-01-2021**

To approve as presented the Indigenous Studies 200 course as a credit course on the undergraduate career as recommended by the School of Continuing Education Executive Committee (Jan. 19, 2021). Moved by McKenzie Spies and seconded by Terri Robinson.

This motion was carried.

5. Departmental Council Terms of Reference

MOTION: SCESC-06-02-01-2021

To approve the creation of an Academic and Language Preparation Department Council as a standing committee of the School of Continuing Education School Council as recommended by the Executive Committee (Jan.22, 2021). Moved by Martin Tucker and seconded by Peter Myhre.

This motion was carried.

6. Committee Reports

6.1 General Faculties Council Report – Peter Myhre and Marty Tucker

- Peter and Marty have been participating in GFC strategic planning discussions and breakout sessions to consolidate the university's strategic vision and discuss the future of post-secondary education.

6.2 Chair's Report – Richard Pereschitz

- In the beginning, there were many challenges, mainly due to COVID 19. As Richard is getting familiar with the responsibilities, he realized that 80% of the job is troubleshooting and problem-solving on a daily basis.
- Richard thanked the Dean and Assistant Dean for their continuous support. He also acknowledged the support from faculty colleagues, advisors and office administrators.

6.3 Conservatory of Music (CoM) Committee Report

The CoM committee report was circulated as part of the meeting package prior to the meeting.

- Maureen added that CoM has 306 registrations in the 'Online Music in Early Childhood' program, scheduled to launch in February.

6.4 Key Report Highlights from Faculty/School Council Representatives – Eaman, Terry, Donna and Son

The reports from Faculty/School Council representatives were circulated as part of the meeting package.

6.5 Additional Committee Report

Academic Planning and Quality Assurance Committee (APQA) – Peter Myhre

- The Academic Planning and Quality Assurance Committee (established by the GFC) is developing the workplan.
- The committee recently approved the Bachelor of Commerce action plan for the School of Business.

- The group will be working with the Teaching and Learning Committee to implement the institutional learning outcomes, develop the program review handbook, and review institutional directions on minor programs.
- Peter indicated a discussion on online learning at GFC meeting to offer hybrid programs and include online components with face-to-face classes in the future.

School of Business Council - Birgitta Fishwick

- It was discussed that the instructors need to ensure that students are aware of the course delivery and course expectations since some online courses that are strictly delivered online will not have a set schedule for classes or exams. The group also discussed how online learning is causing screen fatigue among students.

6.6 Budget Summary

- Suzanne LeBlanc presented an overview of the 2020-21 budget results along with the enrolment targets of all credit and non-credit programs for fall and winter term.

7. Dean's Report

It has been almost a year since we left the Alberta College Campus to begin working from home. While most of us came back to pack, sort and move our offices and common areas and some of us worked from our new space on the fifth floor of Allard Hall it has been a very long time since we congregated together in one place, in person.

In our new virtual world, we have continued to meet, share ideas, teach, assist our students and build new programs and opportunities. The School is thriving despite our current constraints and all of you have contributed to this success. What will our new world, post-pandemic look like? Will it be hybrid or a combination of F2F and online; synchronous or a-synchronous or both, will we be working from home and from the campus, what technologies will we continue to adopt and what do we no longer need? These are questions we will be talking about over the next few months.

The university is embarking on a strategic planning process that to date has included discussions at the GFC and presentations by thought leaders. These sessions have been informative, fun and in my view, inspiring. MacEwan University has a strong role to play in helping to rebuild the Alberta economy and

the downtown core of Edmonton. The School of Continuing Education contributes through our preparatory and foundation programs, career and PD courses, international students and of course, music and the arts. Micro-credentials will be offered through a pilot initiative by Professional and Continuing Studies commencing in May as a response to the call for upskilling and reskilling.

There are many different initiatives happening in the university this month. There is a survey available through MacEwan Today about the interest in zero cost course materials. Please consider filling out this short survey about your interests in this. There is new functionality on Microsoft Teams and some tips and tricks on how to access this. E-learning also has some tips and tricks for the use of BlackBoard and other tools. IT has purchased Microsoft Stream which is a video platform. While most instructors are using Kaltura because of its connection to Blackboard there is an opportunity to request a pilot for trying out non-credit offerings on Stream.

The Instructional Skills Workshop has gone virtual this year. This course will be offered from Feb. 16-19. Please contact the Office of Teaching and Learning for more information. I encourage you to take advantage of these learning opportunities as they provide some great ideas and connect you with others in the university.

In closing, I am thrilled with the work that all of you are doing and with your future forward perspective. I think this will go a long way in helping our School continue to grow and flourish. The development of a Department Council for Academic and Language Preparation, planning for a Full Stack Web Development certificate and a new non-credit credential for the university and the ability to offer free courses for families in music in early childhood due to grant funding are all amazing examples of ideas that have become actualized through your hard work. Have a great February and see all you at our next meeting in April.

8. Question Period

Alberta 2030 review of post-secondary education: A faculty member asked about the timelines/update on the Alberta government plan for the post-secondary sector.

The Dean mentioned that there is an interest in building apprenticeship education throughout the post-secondary sector as outlined in the Skills for Jobs Task Force final report submitted to the provincial government. Gillian Kemp and her team is working to expand workplace-integrated

learning (WIL) and apprenticeship-type education. The Dean will share more information with the School as it becomes available.

9. Adjournment

The meeting was adjourned at 4:48 p.m.