



School of Continuing Education Council Meeting

MINUTES

Monday, April 15, 2024

3:30 pm – 5:00 pm

Microsoft Teams

1. Call to Order

The meeting was called to order at 3:31 pm by Dr. Lisa Rochman.
Quorum was met.

2. Treaty Land Acknowledgment Statement

The Dean opened the meeting with a reading of the Land Acknowledgement Statement.

3. Approval of the Agenda/Consent Agenda

- 3.1 Minutes, SCE Council, 01-29-2024
- 3.2 Minutes, Executive Committee, 03-15-2024
- 3.3 Minutes, Professional Development Committee, 02-26-2024

MOTION: SCESC-01-04-15-2024

To approve the April 15, 2024 School Council Agenda/Consent Agenda as presented.

Moved by Marty Tucker and seconded by Andrew Buhr.

This motion was approved.

4. Committee Reports

5.1 General Faculties Council Report – Marty Tucker & Kelly Morris

- Written reports included in the package

5.2 Chair's Report – Richard Pereschitz

- The end of term went smoothly – they successfully added a day for students to take their finals for those observing Eid.
- Adding new sections in the UP program for fall - full enrollments in multiple courses allowed to open new sections.
- Spring numbers are looking good, 100-120 more enrolments than last spring term.

5.3 Conservatory of Music Committee Report – Maureen Ha

- Program Update
 - All Fall/Winter programs will be finished in early May.
 - Spring Music in Early Childhood program will start mid-May and finish by the end of June.
- 2024 Bursary Applications
 - 12 bursary applications received in February.



- 8 applicants were selected to receive a \$500 bursary each by a review committee, consisting of 4 instructors, in March.
- 2024 Scholarship Competition
 - will occur at Muttart Hall from May 22nd to May 24th, offering 37 scholarships totaling \$11,800.
- Band Workshops
 - 8 band workshops have been provided from March to May to local and Alberta-wide schools.
- Concerts
 - Quartet-in-Residence Concert series 2023/24 concluded on a high note on April 8th with an audience of over 200 in Muttart Hall. 2024/25 subscription tickets are now on sale at EAC Shop.
 - May 6th – Chamber Music Academy Students Recital in Muttart Hall.
 - May 10th – Big Band and Jazz Combo Concert in Muttart Hall.
- Music Festival
 - The Edmonton Music and Speech Arts Festival (formerly Kiwanis Music Festival) will take place at the Conservatory of Music from April 20th to May 1st.

5.4 Key Report Highlights from Faculty/School Council Representatives – **Andrea Cheuk, Terry McLean, Maria Candeias, Jennifer Bell, Jason O'Shea**

- Written reports included in the package

5.5 Additional Committee Reports

5. Budget Update – Suzanne LeBlanc & Dr. Lisa Rochman

- 2023-24 Q3 results reporting surplus
- Growth continues post-pandemic due to increased demand in several programs
- SCE Intl continues to surpass targets
- New IRCC regulations started Jan 22, 2024, and it is unclear what the impacts will be.
 - We are cautiously optimistic
- Enrollments increased significantly across most SCE programs. Some exceeding 200%
- Government of Alberta Foundational Learning grant at capacity. Currently awaiting information on next year's funding envelope.
- Grant submissions underway for GoA and IRCC
- 24-25 draft budget submitted Jan 10, 2024, with board approval in March
- Recruitment plans continue to support increased workforce demands and student support

6. SCE Updates – Dr. Lisa Rochman

- MacEwan has signed the agreement with the GoA for the Foundational Learning Assistance Grants for the 24-25 academic year, but the total allocation hasn't been disclosed yet. We anticipate we will know in the next month or so. These grants support EAL and UP students who are eligible for government financial assistance. Last year, we fully utilized this funding, leading to waitlists and the unfortunate need to turn away some eligible students. For the spring term, with GoA approval, we plan to allocate up to 30% of last fiscal year's total for the spring term, operating under the assumption that the allocation will be similar to the previous year.



- UESP Grant signed off
 - SCE will offer a free Essential English Language Skills course.
 - Intensive and comprehensive part-time, 12-week program totaling 72 hours.
 - Focuses on reading, writing, listening, and speaking.
 - Available to Ukrainian nationals over the age of 18 with CLB 4 proficiency.
- PD Day Feedback
 - The survey purpose was to help guide future planning/learning, and know what worked and what can be improved – 72% outcome
 - 80% found sessions were useful and valuable personally and professionally
 - 95% strongly agreed that the sessions met expectations
 - 80% preferred in-person PD day for the future – an opportunity to meet others and attain skills
 - Most would have liked to attend all sessions
 - PDC will send out a survey this summer for topic ideas/suggestions for planning future PD Days
- International
 - Changes to international student visas that were announced by IRCC on January 22 have settled a bit.
 - The process for Provincial Attestation letters has been implemented with known caps.
 - Sufficient allocation of PALS to meet targets, based on past student behavior.
 - With the change in IRCC's messaging, we are monitoring student behavior closely to gauge the impact of these changes.
- Office Renovations are completed
 - New workstations were created for growth accommodation.
 - Ongoing sound issues in Allard Hall – working with Facilities for classroom noise issues.
 - Student Support Centre fix and sound barriers implemented.
 - Acoustical analysis conducted, followed by walkthrough with Chair. They are now currently identifying feasible solutions.
- Service and Supports Orientation
 - We are working on a start-of-term orientation to provide our students with SCE-specific information.
 - Will include available services, Sports & Wellness and other opportunities.
 - Eaman and Wayne are leading this – reach out to them with any ideas.
- Bylaws Implementation
 - Setup nearly complete, took longer than anticipated.
 - 11 voting MSA members established.
 - Co-chair vote recently closed.
 - Student members not provided by SAMU; plan to select two from program areas in the Fall.
 - A check-in system for voting members will be implemented to ensure quorum.
 - Encouraging attendance at meetings for all, regardless of voting status.
 - School Council 101 setup, invitations sent or forthcoming for those unfamiliar.
- Grant Writing 101
 - SCE Faculty do not have research components in workload, but some are interested in research.
 - Research office providing grant writing sessions for interested faculty.
- Online IT security education program



- Reminder to complete course; not optional.
- Quick and beneficial refresher on cyber security.
- Vital due to increasing cyber security issues in news

7. Dean's Report

- Some of Dean's report items moved to SCE Updates for more discussion opportunities.
- Pilot for Foundational Pathways development in progress, will be at next school council for approval.
- Collaboration with Faculty of Health and Community Studies, School of Business, and Registrar's Office for this pilot.
- Working with IT to address SCE's unique IT needs while balancing resources. We are optimistic that few initiatives will move forward this year.
- Collaboration with MI and OUR to manage IRCC changes and meet university-wide and SCE goals.
- Universities are handling these caps very differently, and we are grateful to President Trimble and Dr. Monk for their support of SCE.
- In the early discussions in exploring development of OER to reduce student book costs.
- Program reviews underway for Gerontology, Hospice, OA, and PFP programs.
- Finalized outcomes survey with deployment schedule. A pilot will be done to ensure all questions work.
- Partnering with PSIs in Alberta on microcredentials development to help turn research into IP.
- Increasing SCE students' access to digital literacy support. We are looking at options for students and instructors to incorporate into their courses.
- Celebrating faculty achievements: extension of probation for Kelly Morris and Dr. Lois Edge; welcome to Dr. Jennifer Bell as the newest faculty member in OA.

8. Question Period

- No questions

9. Adjournment

The meeting was adjourned at 4:10 pm.