



School of Continuing Education Council Meeting

MINUTES

Monday, April 3, 2023

3:30 pm – 5:00 pm

Webex

1. Call to Order

The meeting was called to order at 3:30 pm by Dr. Heather McRae.
A quorum was met.

2. Treaty Land Acknowledgment Statement

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

3. Policy Consultation - Credentials & Graduation SCE - Melissa Merrigan

Discussed credential and graduation policies changes

4. Meskanas Update – Dr. Tai Munro

Shared presentation on what updates are to come this spring as well as some FAQs

5. Instructor Resources Reminder – Dr. Tai Munro

6. Approval of the Agenda/Consent Agenda

- a. Minutes, SCE Council, 02-13-2023
- b. Minutes, Executive Committee, 03-24-2023
- c. Minutes, Program and Curriculum Committee, 02-14-2023
- d. Minutes, Professional Development Committee, 02-27-2023

MOTION: SCESC-01-04-03-2023

To approve February 13, 2023 School Council Agenda/Consent Agenda as presented.
Moved by Andrew Buhr and seconded by Andrea Cheuk.
This motion was approved.

7. Program and Curriculum Updates

7.1 Photography Professional Development certificate updates – Shaun Bosch

MOTION: SCESC-02-04-03-2023

To approve as presented the proposed course name and description changes to the professional development certificate in Photography as recommended by the School of Continuing Education Executive Committee (Mar. 24, 2023).
Moved by Michelle Lalonde and seconded by Eaman Mah.
This motion was approved.



7.2 Advanced Photography Certificate Proposal – Shaun Bosch

MOTION: SCESC-03-04-03-2023

To approve as presented the Advanced Photography Certificate Proposal as recommended by the School of Continuing Education Executive Committee (Mar. 24, 2023).

Moved by Andrea Cheuk and seconded by Richard Pereschitz.

This motion was approved.

7.3 Inclusion, Diversity, Equity and Accessibility professional development certificate – Shaun Bosch

MOTION: SCESC-04-04-03-2023

To approve as presented the Inclusion, Diversity, Equity and Accessibility professional development certificate with a friendly amendment for an internal review of the proposal from an Indigenous context as recommended by the School of Continuing Education Executive Committee (Mar. 24, 2023).

Moved by Maria Candeias and seconded by Michelle Lalonde.

This motion was approved.

7.4 Bookkeeping and Accounting certificate updates – Shaun Bosch

MOTION: SCESC-05-04-03-2023

To approve as presented the proposed changes to the Bookkeeping and Accounting professional development certificate as recommended by the School of Continuing Education Executive Committee (Mar. 24, 2023).

Moved by Terry McLean and seconded by Andrew Buhr.

This motion was approved.

7.5 Leadership professional development certificate program changes – Shaun Bosch

MOTION: SCESC-06-04-03-2023

To approve as presented the Leadership professional development certificate program changes as recommended by the School of Continuing Education Executive Committee (Mar. 24, 2023).

Moved by Shaun Bosch and seconded by Andrea Cheuk.

MOTION: SCESC-07-04-03-2023

Friendly Amendment: To approve as presented changing the course title from "High Performing Leaders" to "Achieving High Performance".

Moved by Shaun Bosch and seconded by Andrea Cheuk.

This motion was approved.

This motion was approved.

7.6 Advanced Leadership Certificate Proposal – Shaun Bosch

MOTION: SCESC-08-04-03-2023

To approve as presented the Advanced Leadership Certificate Proposal as recommended by the School of Continuing Education Executive Committee (Mar. 24, 2023).

Moved by Shaun Bosch and seconded by Olga Ochoa.



MOTION: SCESC-09-04-03-2023

Friendly Amendment: To approve as presented changing the course title from "Achieving High Performance" to "Developing High Performance".

Moved by Shaun Bosch and seconded by Olga Ochoa.

This motion was approved.

This motion was approved.

7.7 Digital Leadership professional development certificate – Shaun Bosch

MOTION: SCESC-10-04-03-2023

To approve as presented the Digital Leadership professional development certificate as recommended by the School of Continuing Education Executive Committee (Mar. 24, 2023).

Moved by Terry McLean and seconded by Andrea Cheuk.

This motion was approved.

7.8 Program & Portfolio Management Certificate Renaming – Shaun Bosch

MOTION: SCESC-11-04-03-2023

To approve as presented the name change for the Program & Portfolio Management professional development certificate as recommended by the School of Continuing Education Executive Committee (Mar. 24, 2023).

Moved by Shaun Bosch and seconded by Kelly Morris.

This motion was approved.

7.9 SUST 301 Prerequisite Change – Tai Munro

MOTION: SCESC-12-04-03-2023

To approve as presented the SUST 301 prerequisite change as recommended by the School of Continuing Education Executive Committee (Mar. 24, 2023).

Moved by Terry McLean and seconded by Andrew Buhr.

This motion was approved.

7.10 Certificate of Achievement in Sustainability Studies – Tai Munro

MOTION: SCESC-13-04-03-2023

To approve as presented the program updates for the Certificate of Achievement in Sustainability Studies as recommended by the School of Continuing Education Executive Committee (Mar. 24, 2023).

Moved by Andrea Cheuk and seconded by Michelle Lalonde.

This motion was approved.

8. Committee Reports

8.1 General Faculties Council Report – Marty Tucker

8.2 Chair's Report – Richard Pereschitz

8.3 Conservatory of Music Committee Report – Maureen Ha



8.4 Key Report Highlights from Faculty/School Council Representatives – Andrea, Terry, Donna, and Debbie

- Each presented reports and was included in the agenda package.

8.5 Additional Committee Reports

- No additional reports

9. Dean's Report

Welcome to the New Dean: Dr. Lisa Rochman will be joining the School on June 5, 2023. I will be working with a number of you to set up some meetings during her first week here. I am hoping that she will be able to attend the June 12th School Council and virtually meet with all of you.

School Bylaw Review: The ad hoc committee continues to meet to talk about changes to the current School Council bylaws. To date, the committee has reviewed the current by-laws, reviewed the PSLA Act, assessed the governance approaches used by other university continuing education units in Alberta, and updated some of the language. We are currently working on recommendations relating to representation on the Council. We will be completing the review within the next month and will be presenting the draft to you for ratification by the School Council.

Micro-credentials: We now have 3 micro-credentials ready for offering to the public. Professional and Continuing Education will be responsible for administering these courses. The supply chain courses will also be used within the International professional development certificate. Professional Health Education will be offering Pain Management when the development is complete.

The President's Office has asked us to identify specific target and program development metrics as part of a scoresheet for the assessment of our strategic directions. The number of new courses developed annually is between 1 and 3 for the next 7 years reaching a total of 14 unique micro-credentials. The current enrolment is 23; we anticipate this will grow to a total of about 1000 enrolments over the 7 years.

	22/23*	23/24 *	24/25	25/26	26/27	28/29	29/30	Total
Number developed/offered annually	3	3	1	1	2	2	2	14
Total enrolment	23	50	120	144	180	216	252	985

Our targets are modest given that we are not yet sure about the uptake of micro-credentials by employees and employers and because there is no national or provincial framework to guide the development and recognition of these kinds of credentials.

PLAR: A number of staff are interested in prior learning and recognition. I have represented MacEwan University on the provincial PLAR committee for a number of years. While we have a PLAR policy at the university, PLAR is not widely offered here. There is interest on a provincial level to use PLAR for micro-credential assessment. At this time, a number of colleges have PLAR coordinators and offer practice or challenge exams to students who can demonstrate previous knowledge on the topic. In order to establish a PLAR program within our non-credit courses we will need to establish a committee and review the processes and requirements including the application form, fees, type of assessments and the review and appeal process.



Program/Unit Reviews: Eaman is working with staff in PHE and P&CS to review programs and courses. The review of PHE is almost completed thanks to the work of Nicole Simpson; the one for P&CS is just beginning. The purpose of these reviews is to assess what is working well and what changes could be made to improve enrolment and delivery. The pandemic and requirements to work from home have resulted in changes in how people access learning particularly for non-credit programming. New entrants into the marketplace such as Google Academy, Microsoft Virtual Academy and Coursera have made it difficult for us to compete in some areas. We need to rethink the types of programs and courses that we offer. The long list of program changes and new programs that we approved today is a reflection of this need. The trend for non-credit programming is moving towards partnerships with business and industry and in program delivery through grant allocations. Recent partnerships include a renewal of training with Tlicho Government; and a settlement integration language program grant for ESL and administrative training. I understand there are more proposals in the works with Indigenous communities. Fund Development is assisting Kihew Waciston and the School with identifying funding for the Pimâcihisowin foundation program given that students in this program do not qualify for either band funding or the foundation learning grants that we administer.

Online Platform for meetings: WebEx access will be discontinued by the end of the summer. Tai, Gaby and me will investigate other online options for recommendation to Dr. Rochman. Given the teaching schedules of faculty in the School it makes sense for us to continue with online meetings.

Fun and Staffing news: The Social Committee is planning a spring potluck. The Dean's Office will organize a summer BBQ sometime in June after Lisa has joined us. We have a number of new staff who will be joining us over the next couple of weeks. Congratulations again to Dr. Tai Munro and Laura Stevenson on their new appointments within the School.

10. Question Period

11. Adjournment

The meeting was adjourned at 4:59 pm.