



## **School of Continuing Education Council Meeting**

### **MINUTES**

**Thursday, October 10, 2024**

**3:45 pm – 5:15 pm**

**Microsoft Teams**

#### **1. Call to Order**

The meeting was called to order at 3:45 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, 06-17-2024
- 3.2. Minutes, Executive Committee, 09-18-2024
- 3.3. Minutes, Program & Curriculum Committee, 09-11-2024
- 3.4. Minutes, Professional Development Committee, 09-10-2024

#### **MOTION: SCESC-01-10-10-2024**

To approve the October 10, 2024, School Council Agenda/Consent Agenda, as amended.

Moved by Richard Pereschitz and seconded by Marty Tucker.

**This motion was approved.**

#### **4. Committee Reports**

- 4.1. General Faculties Council Report – **Marty Tucker & Kelly Morris**
  - Written report included in the package
- 4.2. Chair's Report – **Richard Pereschitz**
  - Dealing with ramifications of the reduced FLA funding – EAL schedule for next term is back-to-back to make it more attractive for students.
  - Finalizing participation in the national EAL outcomes study on international students, sponsored by Languages Canada
- 4.3. Conservatory of Music Committee Report – **Maureen Ha**
  - Written report included in the package
- 4.4. 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
- 4.5. Additional Committee Reports

## **5. Program and Curriculum Committee**

### **5.1. Non-credit Special Topics Courses – Wayne Lee-Ying on behalf of Shaun Bosch**

#### **MOTION: SCESC-02-10-10-2024**

To approve as presented, the non-credit special topics courses, as recommended by the School of Continuing Education Executive Committee (September 18, 2024).

Moved by Andrea Cheuk and seconded by Terry McLean.

No discussion.

**This motion was approved.**

### **5.2. OADM 0813 Medical Billing – Micro-credential – Wayne Lee-Ying on behalf of Shaun Bosch**

#### **MOTION: SCESC-03-10-10-2024**

To approve as presented, OADM 0813 Medical Billing as a micro-credential, as recommended by the School of Continuing Education Executive Committee (September 18, 2024).

Moved by Marty Tucker and seconded by Kelly Morris.

No discussion.

**This motion was approved.**

## **6. Pathway to Post Secondary Program – Dr. Lisa Rochman**

#### **MOTION: SCESC-04-10-10-2024**

To approve as presented, the Pathway to Post Secondary Program, as recommended by the School of Continuing Education Executive Committee (September 18, 2024).

Moved by Andrew Buhr and seconded by Terry McLean.

No discussion.

**This motion was approved.**

## **7. Budget Update – Suzanne LeBlanc & Dr. Lisa Rochman**

- The school's financial performance year-to-date has been quite strong, with projected surplus across several programs
- Preparing 3-year budget projections that are due in November
- Several projects are underway – including CRM integration, curriculum updates, Open Entry/Exit, and dual application automation
- Ongoing grants – Foundational Learning Assistance (FLA) program, Ukrainian Support program, and Micro-Credential
- Recent government announcements on reduced international study permits, increasing eligibility requirements for PGWP, and reduced FLA funding due to Labour Market Transfer Agreement (LMTA)



- Canada Job Grant is also no longer available due to LMTA changes.
- \$70M cut to AB LMTA that impacted 6-8 different ministries

#### **8. SCE Updates – Dr. Lisa Rochman**

- 2 new SCE students sitting on School Council
- Halloween Potluck is coming up
- We will be doing the food drive for SAMU Pantry
- There will be a PD half-day in February 2025
- SCE International graduation on December 20<sup>th</sup>
- Fall convocation on November 13<sup>th</sup> - Peter Myhre is our mace bearer
- Open House on November 2<sup>nd</sup> – thank you to everyone helping out
- We have an SCE Alumni sitting on the Alumni Advisory council
- Conservatory of Music officially signed the agreement with the Winspear - June 30<sup>th</sup> is the official date
- Garneau String Quartet is on November 18<sup>th</sup>
- The art for the 5<sup>th</sup> floor is coming soon
- New email signature celebrating SCE's 10 year anniversary

#### **9. Dean's Report**

- Sessional voting member positions were not filled for this year but the Terms of Reference allow us to not have them filled.
- Working on getting OERs to help with the textbook costs for our students wherever applicable. Thank you to everyone who has worked with the library to provide information.
- Program & Curriculum Committee Terms of Reference are being revised over this year to make sure they are reflective of our situation today. We want it to give us the flexibility we need while still ensuring we have the checks and balances for our quality.
- University's goal of growth – with new majors, minors, programs, and departments that are coming on. The alumni from these areas are our targets when they want to upscale or take the next steps in their careers.
- For faculty Performance reviews, Lisa will meet with all the faculty to have an opportunity to talk to everyone and review teaching and personal goals.

#### **10. Question Period**

- No questions

#### **11. Adjournment**

The meeting was adjourned at 5:02 pm.