

Meeting of School of Business Council
Monday, November 18, 2019, 3:30 – 6:00 p.m.
Room 9-201, City Centre Campus
MINUTES

1.0 Call to Order

- The Dean called the meeting to order at 3:30 p.m. as the quorum of 22 was met and exceeded.

2.0 Indigenous Ceremony

- Following a reading of the land acknowledgement statement, the Dean made a presentation of protocol to Francis Whiskeyjack, an Indigenous Knowledge Keeper from the community. In response to the Dean's request, Francis Whiskeyjack opened the meeting with an Indigenous ceremony.

3.0 Agendas**3.1 Motion – Meeting Agenda**

- **SOBC-01-2019-11-18**

Carried

Motion: It was moved by C. Hancock and seconded by P. Callaghan to adopt the agenda as presented.

3.2 Motion – Consent Agenda

The following items were for approval, were approved, or were received as information, on the Consent Agenda:

3.2.1 Minutes – October 30 meeting of School Council

3.2.2 Executive Committee:

Minutes – November 6 meeting of Executive Committee

- **SOBC-02-2019-11-18**

Carried

Motion: It was moved by A. Ufodike and seconded by L. Adams to adopt the Consent Agenda as presented.

- B. Graves asked for the minutes of the October 30 meeting of School Council to be amended and resubmitted to Google Drive by November 22.

4.0 Presentations**4.1 Career Development and Experiential Learning (CDEL) (Tami Ambury and Gillian Kemp)**

- The basic mandate of CDEL is to prepare students to transition to work or further education through career and experiential education. However, when CDEL moved under the AVP – Research, they took on an additional role to engage community partners and facilitate scholarship opportunities for faculty.
- CDEL has Experiential Learning Facilitators (ELFs) who provide support for a wide-variety of experiential learning services. There is a current focus on developing teamwork skills in students.
- More than half of CDEL's Community Engaged Learning (CEL) Winter 2020 projects are with the School of Business. Many of these projects are at the 300- and 400-course level. The presenters wanted to emphasize that CEL projects are also for first- and second-year courses. CDEL has a strategy to ladder their projects from first-year to fourth-year so that over this progression, projects go from more classroom-based to external consulting-based, and from low student autonomy to high student autonomy.
- CDEL provides support for managing the logistics (scheduling, parking, etc.) of having a community partner in a classroom. Their goal is to minimize the impact on faculty workload if they choose to include CEL projects in their classrooms.

The presenters answered questions from members of School Council relating to skills outside of team work, partner outcomes and feedback. A few members expressed their satisfaction in working with CDEL in their class rooms.

5.0 Dean's Updates

- The Dean introduced Justine Carvalho-Moreira, the new Manager of Governance for the School of Business.
- The Dean shared that in her discussions on the budget, there is a keen focus on being consistent across Academic Affairs. The Dean said that she and her leadership team are trying to be more intentional around course scheduling and maximizing class sizes, eliminating under-enrolled courses and being consistent across the campus. The work that was done in the Human Resources Major will serve as a pilot for the other majors as far as streamlining courses.
- The Dean shared that she attended a meeting with Blue Quills where an MOU was signed. There were three key topics in this discussion: 1) there is a treaty and legal course that they teach and MacEwan can adopt, 2) they offer a leadership and management course that the School could also adopt, and 3) for Library and Information Technology, they have a library that only has one librarian so could they offer their library as a place for MacEwan student practicums. This is an opportunity to include more Indigenous content in our School.

- The Dean shared that meeting the Allard Chair, Tom Redl, event will be in the evening on December 4th. The Allard chair would like to host a retreat in early January and he would like to host what he calls “Student Leadership Labs”. These labs are 60- to 90-minute engagement opportunities for students in Roundhouse. The Allard Chair is also open to classroom visits and the Dean asked faculty to contact her about times they would like the Allard Chair to attend their classes.
- The Dean shared that she has created ad hoc committees for “Enrolment” and “Revenue Generation”.
- The Dean shared that she has no update on the budget. The Executive Committee has met with some members of the Board and at the next Board meeting they will be approving what will be going forward to the government, which is due on December 2nd.

6.0 Updates by Associate Deans (S. Elbarrad & W. Wei)

W. Wei:

- W. Wei shared that he held monthly research seminars this past term and has scheduled three research seminars for the upcoming term.
- W. Wei shared that he has made progress on EPAS by starting to collect data on ERS and that he has a scheduled meeting with the EPAS advisor at the end of the month.
- W. Wei shared that he chaired the first Joint Work Health and Safety Committee meeting last week.
- W. Wei shared that he will meet with the Alternative Revenue Strategy Group.

S. Elbarrad:

- S. Elbarrad has begun meeting with the four department chairs to discuss how the diploma programs can align with degree programs.
- S. Elbarrad reminded everyone that convocation is tomorrow.

7.0 Updates by Department Chairs (E. Bocatto, R. Enstroem, E. Perez, A. Pergelova)

E. Bocatto:

- No update.

R. Enstroem:

- R. Enstroem shared that the department received re-accreditation from Supply Chain Canada. Previously, the Supply Chain program at MacEwan was exempt from 4 out of 8 modules and now they are exempt from 6 out of 8 modules.
- R. Enstroem shared that two logistics professionals attended the Supply Chain capstone course last week, an alumni from MacEwan and a member of Supply Chain Canada.

E. Perez:

- No update.

A. Pergelova:

- A. Pergelova shared that she is working on course changes.

8.0 Updates by a member of Bachelor of Commerce Program Review Self-Study Committee

(F. Angulo, M. Annett, M. Arnison, T. Huckell, C. Keim, E. Muralidharan, D. Pirot)

M. Annett:

- M. Annett shared a presentation where he likened the process of developing the self-study to a car: the road (the domain of business education), the vehicle (mode of business education delivery), and the engine (what makes our mode unique: curriculum, student experience, work integrated learning, collaborations.)
- M. Annett informed faculty that he would be requesting their CVs.
- M. Annett shared that external reviewers would be on campus in February and March.

The committee answered questions from members of School Council regarding CV's and PRME participation. The Dean shared that the Associate Deans and Chairs have discussed if the investment in PRME is worth the benefit.

9.0 Update by Business members of General Faculties Council (G. Springate, B. Graves, A. Pergelova, J. Loh, E. Muralidharan)

- No update, next meeting is next week.

10.0 Updates by representatives to Faculty Councils (M. Malin: Arts & Science; T. Salem: Faculty of Fine Arts & Communications; L. Shamchuk: Health & Community Studies; B. Panganiban: School of Continuing Education)

- No updates, no new meetings have occurred since last Council meeting. B. Panganiban shared that she was not able to attend the last School of Continuing Education Faculty Council meeting due to her class schedule.

11.0 Other Business

- *E. Bocatto shared that as a School we will have to start making tough decisions, such as the current consideration: Should we double the number of Diploma students for Library and Information Technology program (LIT)? There is a revenue impact as well as a cost impact. How do we make these decisions? This program could be a benchmark for other courses with similar considerations. E. Bocatto shared that when we put more students in the classroom, the advantage of having small classes, collaborations, etc., may become jeopardized; that is, the things that distinguish us in the community could become jeopardized. So, how do we make these decisions?* The Dean responded that with respect to the cost of a program, for some programs (that have not reached max class sizes), we can add more students, and there is no additional cost. Also, with respect to small classes, compared to our competitors, our classes are very small. The Dean shared that most of our classes are 40-student capacity with some being 60-students. The decision to combine classes and make a larger class size is a case-by-case pedagogical decision; that is, that for some courses, going from 40 to 60 students would not make or break the classroom experience, but for others, it would. The Dean shared that with respect to the LIT program, the School has hired an additional faculty member in that program, so we should utilize them and increase the number of students we are serving. The Dean shared that with respect to shared faculty governance—that is not a unilateral decision—it is discussion between the academic side and the administrative side. These discussions need to address effectiveness and efficiency. The Dean shared that we need to consider if we should continue offering some programs, because we will not have the luxury of continuing to operate as we have. The Dean shared that what the Human Resources Management program did for their program, needs to happen across the entire school. The School has to get away from diploma courses and degree courses, and instead define courses in terms of year 1 & 2 courses and year 3 & 4 courses.
- *N. Erickson shared that she agreed that she wants to have these discussions and do what HR did for their program. N. Erickson shared that she believed that the LIT program has changed more than any other program in the last few years in order to ladder to the degree program. N. Erickson shared concerns on the impact of doubling the cohort and the implications on staffing, workload, industry, and practicums, etc. N. Erickson requested the formation of an ad hoc committee to discuss decisions for this program.* The Dean responded that this is a department decision and to ask for any support that faculty may need from the Dean's Office.
- *J. Son asked if HR faculty could share what they did to make their changes.* E. Bocatto responded that the department created a diploma in HR that made no sense and they did not allow diploma students to transfer into the HR Major. The department created “less intelligent courses” and “university-level courses”. Therefore, the department did away with that and made them all university-level courses. Now the diploma is streamlined so that all diploma courses can ladder into the degree program. M. Annett shared that they had clear objectives for the HR Major (goals, careers). M. Annett shared that they knew what they wanted to be and then planned to get there. They contacted potential employers and they shared what they wanted in a graduate. Alumni were also contacted. E. Bocatto added that soft skills/professional skills were very desired by potential employers.
- *J. Son asked 1) if the employer groups that informed the HR program are a part of the advisory committee and 2) how the transferability of diploma courses is different from what already exists with block transfers.* Mike Annett responded that they used LinkedIn to find potential employers. Mike Annett responded that the block transfer is causing problems. One solution would be to have courses that can ladder to the degree. *L. Benson asked if the HR program is still aligned with CPHR.* M. Annett answered that they were. The Dean shared that they found diploma students and degree students were applying for the same jobs. Therefore, as a School, we need to inform students what kind of jobs they can expect with a diploma or a degree. Diploma students will not be able to get the same kinds of a jobs as a degree student can. F. Cadigan shared that Daniel Braun (Educational Developer, Teaching and Learning Services) was integral in process to change the HR program.

12.0 Announcements by Members of Council

- J. Schieman shared that he met with Arts and Cultural Management and they decided to eliminate the block transfer from Arts and Cultural Management to the Bachelor of Commerce program.

13.0 Question Period/Open Discussion

- *R. Enstroem said that he felt that the Extension of Probation committees should have at least two weeks to go over the material before meeting and that the deadline for submitting those recommendations is December 15.* The Dean shared

that she is looking into getting an extension on the due date for the decisions those committees need to make since faculty received an extension to provide their dossiers. The request for extension needs to go to Faculty Association.

- *E. Perez asked what would happen if we are not given an extension.* The Dean replied that we would be meeting on December 15th then.
- *F. Angulo asked if a new representative for the University Promotions Committee would be chosen.* The Dean said she thought that F. Angulo was the current representative. E. Perez said that position is changed every year. The Dean said she would make a call for that position.

14.0 Future Agenda Items/Next Meeting: January 29, 2020 from 3:30 – 6:00 p.m. in room 7-284.

15.0 Adjournment

SOBC-03-2019-11-18

Carried

Adjournment at 5:02 p.m. was moved by L. Benson and seconded by S. Elbarrad.