

1.0 POLICY

Deans may, in consultation with department chairs and program chairs, establish such Academic Advisory Councils as are required to provide feedback about academic programs, advice about evolving needs and trends in disciplines of study and fields of employment, and to offer strategic advice and support regarding teaching learning, research and service, and related academic issues.

2.0 RATIONALE

2.1 Academic Advisory Councils can:

- a) Provide valuable links between professions and Grant MacEwan University about career paths and career networks.
- b) Encourage programs to reflect the changing roles and needs of society
- c) Provide advice with respect to how programs meet social, economic, health and cultural needs.
- d) Advise about educational policy matters and issues concerning undergraduate and career education.
- e) Advance program development including both faculty and student research.
- f) Support the efforts of the dean in raising the profile of the University.
- g) Assist in other areas such as strategic planning and scholarship development.

3.0 SCOPE

3.1 This policy applies to all Faculties, Schools, departments, programs, and the University Library.

4.0 REGULATIONS

4.1 The Provost and Vice President Academic is responsible for overall administration of this policy.

4.2 Recommendations for membership on an Academic Advisory Council may originate from the current memberships of University committees or councils; a professional or accreditation body; community individuals or groups; or MacEwan University faculty, staff and alumni. Recommendations will be submitted to the dean of the appropriate Faculty, School or library.

- 4.3 The office of the dean shall provide, in collaboration with departments and programs, administrative support for any Academic Advisory Councils within a Faculty, School, department, program or library and shall maintain a file of all records and minutes.
- 4.4 Normally Academic Advisory Councils shall meet at least once per year and more often when deemed necessary by the dean or designate.
- 4.5 The dean, chairs, and directors shall consider advice and recommendations made by Academic Advisory Councils and shall keep council members informed as to the status of such recommendations.
- 4.6 All costs and administration associated with Academic Advisory Councils are the responsibility of the appropriate Faculty, School or library.
- 4.7 Academic Advisory Council Membership
 - 4.7.1 Academic Advisory Council members shall be appointed formally by the Provost and Vice President Academic on the recommendation of the appropriate dean.
 - 4.7.2 Appointments to an Academic Advisory Council shall typically be for a three-year term and individuals may be recommended for reappointment for one subsequent term.
 - 4.7.3 Academic Advisory Councils are intended to provide the University with a community perspective and shall have a majority membership comprised of external members who bring a diverse range of academic backgrounds and/or professional experiences. Council members typically are community leaders, field experts and/or distinguished academics.
 - 4.7.4 The dean or designate shall chair each Academic Advisory Council created within a Faculty, School, department, program or library.

FACT SHEET

DATES:

Approval 2014.03.18
Review 2019.03

SOURCE:

81.12.17 Approved 81.12.17 by Board motion 8-7-81/82. Recommended by Academic Council 81.12.01. Replaces Board policy 3.2 approved 71.04.14.

84.09.30 Titles updated.

85.11.21 Amended as recommended by Academic Council 85.11.5; approved 85.11.21 by Board motion 19-5-84/85.

2003.02.01 Format updated.

2003.02.20 Update approved by Board motion 01-02-20-2002/2003 as recommended by Academic Council 03-11-02.10.

2007.02.08 Amended as recommended by Academic Council 06.12.12 approved 07.02.08 by Board motion 01-02-08-2006/07.

2009.03.10 Amended as recommended by Academic Policies Committee, and approved by Academic Governance Council motion 10-03-10-2009.

2009.10.08 Terminology updated to reflect name change to Grant MacEwan University. Approved by Board motion 01-10-8-2009/10.

2014.03.18 Amended, including a change to the policy name (formerly called Program Advisory Committees and Deans Advisory Councils) as recommended by Academic Policies Committee, and approved by Academic Governance Council motion AGC-03-03-18-2014.

2014.10.28 Terminology updated to reflect housekeeping and textual changes, and approved by Academic Governance Council motion AGC-04-10-28-2014.

2014.12.22 Updated to reflect current policy names and numbers, references to retired policies, and Related Policy listings.

RELATED POLICIES:

C1005 University Credentials
C1010 Program Approvals and Changes
C3010 Baccalaureate Program Review

**Grant MacEwan University
Policy Manual**

Academic Advisory Councils

C3020

C3030 Student Program Advisory Committees

IMPLEMENTATION DATE: July 1, 2014