1.0 Call to Order
The meeting was called to order at 5:45 p.m.

2.0 Adoption of Agenda
The agenda for the May 18, 2010 Academic Governance Council (AGC) meeting was adopted as presented.

AGC-01-05-18-2010
Moved by J. Minaker, seconded by C. Anton THAT the agenda for May 18, 2010 be adopted as presented.

Carried

3.0 Approval of April 20, 2010 Minutes
The minutes of the April 20, 2010 AGC meeting were adopted as presented in the May 18, 2010 AGC meeting package.

AGC-02-05-18-2010
Moved by D. McLaughlin, seconded by M. Arnison THAT the minutes of April 20, 2010 be approved as set forth in Agenda Item 3.0.

Carried
4.0 Report of the President
Paul Byrne, President and CEO of Grant MacEwan University was not able to attend the May 18, 2010 AGC meeting and so no report was made.

5.0 Board of Governors Report
Janet Paterson-Weir, Provost and Executive Vice-President Academic, on behalf of Paul Byrne, President and CEO of Grant MacEwan University gave the following Board of Governors update:
- Regarding motion AGC-04-04-2010, the recommendation to the Board of Governors that an additional Faculty Association member be added to the Presidential Search Committee, it was noted that this recommendation would be discussed and decided upon at the May 20, 2010 Board meeting.
- The University Strategic Plan and the 5-year budget would be going forward for approval.
- The review and recommendations of AGC, through the work of the Strategic and Resource Planning Advisory Committee, would be included with the Strategic Plan and Budget proposal going to the Board of Governors.

6.0 Report of the Provost and Executive Vice-President Academic
Janet Paterson-Weir, Provost and Executive Vice-President Academic, reported on the following items:
- The update regarding the Association of Universities and Colleges of Canada (AUCC).
- It was reported that the site review for the Bachelor of Communication Studies had been conducted and the resulting reviewers’ report had been received.

7.0 Governance
7.1 Executive Committee Membership
The Chair explained that with the completion of the AGC elections at the end of April, new AGC members will be joining AGC as of September 1, 2010. The terms of the AGC Executive Committee members will end August 30, 2010, thus requiring an election for a new Executive Committee. The election will be conducted by e-mail in early September so that new AGC members can participate. It was noted that this will mean that there will be a brief period where the current Executive Committee will continue if required.

8.0 Committee Reports
8.1 Executive Committee Minutes
The Chair presented the AGC Executive Committee meeting minutes for the March 30, 2010 meeting for the information of AGC.

8.2 Nominations Committee
8.2.1 Ad Hoc Committee on Faculty/School Councils Membership
Chris Hancock, Chair of the AGC Nominations Committee, presented the following slate of nominees for the Ad Hoc Committee on Faculty/School Councils (AHC FSC):

**Academic Staff members**, at least two of whom shall be members of AGC. There shall be at least one member from each Faculty/School and one Professional Resource Faculty member:
- Rafat Alam, AEPS, Faculty of Arts and Science and AGC member
- Donna Dorsey, Humanities, Faculty of Arts and Science
- Pam Farvolden, English, Faculty of Arts and Science
- Lucille Mazo, Bachelor of Applied Communications in Professional Writing, Centre for Arts and Communications and AGC member
- Valla McLean, Library, Professional Resource Faculty
- Ted Sadlowski, Management Studies, School of Business
2 Deans/Associate Deans
- Mike Henry, Associate Dean, School of Business
- Shahram Manouchehri, Associate Dean, Faculty of Arts and Science

1 Student
- Donald Brown, School of Business

1 Support/Supervisory Staff
- Dana Schmidt, University Services

It was noted that additional nominations could be submitted from the floor of AGC and that the nominee must agree to stand for nomination. C. Anton requested to nominate Faculty of Arts and Science AGC member Shahidul Islam to the slate. Since S. Islam was absent from the AGC meeting and had not given prior written consent, C. Anton withdrew the request.

John-Paul Hermano, Students’ Association Vice-President Academic, requested to amend the AHC FSC slate by removing D. Brown (at his request) and adding Faculty of Health and Community Studies student Ashley Fairall.

AGC-03-05-18-2010
Moved by H. Symonds-Brown, seconded by D. McLaughlin THAT Academic Governance Council elect the slate of nominees as amended. Carried

8.2.2 Annual Report & Work Plan
Chris Hancock, Chair of the AGC Nominations Committee, presented the Nominations Committee 2009-2010 Annual Report and 2010-2011 Work Plan for approval.

AGC-04-05-18-2010
Moved by L. Mazo, seconded by C. Anton THAT Academic Governance Council accept for approval the Nominations Committee 2009-2010 Annual Report and 2010-2011 Work Plan as submitted. Carried

8.3 Admissions and Selections Committee
8.3.1 Emergency Communications and Response Certificate Program Admission Criteria
Stefanie Ivan, Chair of the Admissions and Selections Committee, presented the 2011 admission criteria for the Emergency Communications and Response Certificate Program for information with no changes recommended.

8.3.2 Design Foundations Program Admission Criteria
Stefanie Ivan presented the following revisions to admission criteria for the Design Foundations Program for decision:

1. Expand the Regular Admission category to accept ELA 30-2.
2. Move Skills Appraisal requirement under Regular Admission to improve the clarity of the requirements.
3. Portfolio requirements amended to allow for multiple projects.
AGC-05-05-18-2010
Moved by D. Roy, seconded by W. Williams THAT Academic Governance Council approve the changes to the admission criteria for the Design Foundations Certificate program, effective for the Fall 2011 intake of the program, as recommended by the Admissions and Selections Committee April 21, 2010 as presented in Agenda Item 8.3.2.

Carried

8.3.3 Psychiatric Nursing Diploma Program Admission Criteria
Stefanie Ivan requested that the changes to the Psychiatric Nursing Diploma Program admission criteria be accepted for decision in combination with AGC agenda item 8.3.7 Bachelor of Science in Nursing Program Admission Criteria. The request was accepted.

A question was raised regarding the programs’ change in immunization record requirement. The Committee Chair replied that the Committee had looked at whether there were valid reasons for the required immunizations, especially in alignment with the requirements of the field of practice, and had consulted with Legal Counsel. Based on these findings, it was agreed to remove the immunization record as an admission requirement.

AGC-06-05-18-2010
Moved by J. Minaker, seconded by A. Gilliland THAT Academic Governance Council approve the changes to the admission criteria for the Psychiatric Nursing Program and the Bachelor of Science in Nursing Program, effective for the Fall 2011 intake of the program, as recommended by the Admissions and Selections Committee April 21, 2010 as presented in Agenda Item 8.3.3 and Agenda Item 8.3.7.

Carried

8.3.4 Therapist Assistant Diploma Program - Speech Language Pathologist Assistant Major Admission Criteria
Stefanie Ivan presented the changes to the Therapist Assistant Diploma Program - Speech Language Pathologist Assistant Major admission criteria for decision.

AGC-07-05-18-2010
Moved by R. Stewart, seconded by C. Hancock THAT Academic Governance Council approve the changes to the admission criteria for the Therapist Assistant Diploma - Speech Language Pathologist Assistant Major Program, effective for the Fall 2011 intake of the program, as recommended by the Admissions and Selections Committee April 21, 2010 as presented in Agenda Item 8.3.4.

Carried

8.3.5 Bachelor of Applied Communications in Professional Writing, Journalism Diploma, and Bachelor of Communication Studies (proposed) Admission Criteria
Stefanie Ivan presented for decision the revisions to the admission criteria for three programs: Bachelor of Applied Communications in Professional Writing, Journalism Diploma, and Bachelor of Communication Studies (proposed). S. Ivan highlighted the removal of the portfolio requirement as it was found that it was difficult to set objective standards for the portfolio, that very few external programs had it as a requirement, and the time-consuming review of the portfolio created a bottleneck for applicants.

In response to a question regarding the removal of the skills appraisal in these programs and keeping the skills appraisal requirement in the Design Foundations Certificate program, it was noted that the Design program is a very different program of study and so has differing admission requirements.
Moved by J. Minaker, seconded by B. Boroditsky THAT Academic Governance Council approve the changes to the admission criteria for the Bachelor of Applied Communications in Professional Writing, Journalism Diploma, and Bachelor of Communication Studies (proposed) Programs, effective for the Fall 2011 intake of the program, as recommended by the Admissions and Selections Committee (March 24, 2010) as set forth in Agenda Item 8.3.5.

Carried

8.3.6 Bachelor of Jazz and Contemporary Popular Music Program Admission Criteria

Stefanie Ivan presented the revisions to the Bachelor of Jazz and Contemporary Popular Music Program admission criteria for decision. It was noted that the admission criteria had changed significantly since beginning the development of the program and that these changes reflect alignment with other programs.

S. Ivan requested that an amendment be made to section 2. Other Admission Criteria that the last two sentences to be moved to the top of the first paragraph of that section and modified to read: Applicants must pass an audition. The specific audition requirements for applicants may be viewed on the Music Program website.

In review of the section Previous Post-Secondary Work regarding the discrepancy between the admission requirements of those who have completed the diploma program and those who have not, it was explained that in the general university-wide model for students who have completed a diploma program and are entering a degree program, typically the admission requirements for a diploma program are less than a degree program.

Moved by D. Roy, seconded by L. Mazo THAT Academic Governance Council approve the changes to the admission criteria for the Bachelor of Jazz and Contemporary Popular Music Program, effective for the Fall 2011 intake of the program, as recommended by the Admissions and Selections Committee April 21, 2010 as amended in Agenda Item 8.3.6.

Carried

8.3.7 Bachelor of Science in Nursing Program Admission Criteria

Note: the motion to accept agenda item 8.3.7 for decision appears in combination with agenda item 8.3.3 in motion number AGC-06-05-18-2010.

8.4 Ad Hoc Committee on Faculty Standards

8.4.1 Recommendation on University Wide-Standards for Interim Title of Assistant Professor

Sharon Hobden, Co-Chair and Lyle Benson, Committee Member, presented the Recommendation on University Wide Standards for Interim Title of Assistant Professor for decision. It was noted that the recommendations reflect the Committee’s work and discussions, and built on the work of the Academic Title Committee. The presenters highlighted the five Foundation Statements which guided the development of the University Wide Standards. The proposed interim title of Assistant Professor is based on three components (teaching, research and service); the onus is on the individual faculty member to apply; and attention was given to the Standards being applicable to all different areas of MacEwan.

The following questions, concerns and responses arose from the AGC’s review of the Committee’s Recommendations:

- While University Wide Standards refer to “teaching as its primary focus,” the recommendations as presented do not significantly highlight teaching. The Committee noted that attention is given to detailing what is evidence of scholarly activity as this is what distinguishes the Assistant Professor, whereas teaching (and service) are components of the roles of all faculty at MacEwan.
In comparison to requirements for Assistant Professors at other universities, concern was voiced that the expectations for the Assistant Professor were too stringent. Specific wording was suggested regarding "promise and potential" for teaching, scholarly activity and service. It was noted that the Committee considered this in detail, and agreed that for the process to be evidence-based, "potential" could not be measured, rather a demonstrated engagement in scholarly activity is required. Further, the Committee's research confirmed that the recommendations meet generally accepted standards.

Regarding "Evidence of Scholarly Activity" (section 3), it was suggested that the diversity of scholarly activity that takes place at MacEwan did not seem to be fully represented in the list of examples provided. It was noted that this is a representative, not exhaustive, list. Committee members responded that the departments/areas would be determining the specific measures of evidence of scholarly activity based on what comparable institutions would use and within the university-wide standards.

Some AGC members felt that the documents were not specific enough in identifying what was required at the Assistant Professor level. Indicating levels of achievement expected (e.g. excellent, outstanding) would be helpful.

The recommendations did not seem to adequately take into account the uniqueness of MacEwan's history.

Regarding departments that do not use the professional title of professor, would instructors in these areas be able to apply for the interim title? Committee members replied that any continuing or probationary faculty member who meets the requirements of the interim title could apply, as long as their department or area follows the guidelines and process.

Regarding the wording "highest terminal degree" in section 2 (Standards for Interim Title of Assistant Professor), the question was asked whether a faculty member with a Master's degree could apply for the interim title even if a Ph.D. is available in their field of study. Committee members replied that it would be dependent on the department/area to demonstrate what is generally accepted in that field; there were examples that the Committee had considered where this could be the case, such as an MBA combined with professional practice in the field of Business.

In response to the question of how department/area standards for the interim title would be approved, the Committee members explained that there is another document in progress that would address this process.

The following strengths of the University-Wide Standards were highlighted by AGC members:

- Room was given for departments/areas to add details and requirements specific to the field of study.
- It was noted that the external resource people working with the Committee bring extensive academic and administrative experience from other institutions which have helped to inform the Committee's work and is reflected in the recommendation coming to AGC.
- The diversity of MacEwan's academic programs and areas was acknowledged.

Another area of discussion surrounded the larger issue of how the interim process fits into the broader scheme of titling, including the following:

- With only the Assistant Professor title, there is some confusion as to whether faculty should apply for the interim assistant professor title or wait for the next title to be developed.
- Should there be some indication that applying for the interim title would not negatively impact upon permanent titling?
- There was a suggestion that specific timelines should be outlined for the interim phase; it was noted that this was outside of the Committee's mandate.
Two amendments were proposed for Section 2, Standards for Interim Title of Assistant Professor, as follows:
1. "Demonstrable teaching effectiveness" moved to first bullet
2. "An articulated scholarly activity plan that describes a growing body of scholarly activity" changed to "An articulated scholarly activity plan for describing a growing body of scholarly work over time"

AGC-10-05-18-2010
Moved by D. McLaughlin, seconded by A. Mitchell THAT Academic Governance Council approve the University-Wide Standards for Interim Title of Assistant Professor as recommended by the Ad Hoc Committee on Faculty Standards and presented in Agenda Item 8.4.1 as amended. Carried

9.0 Other Business
9.1 Project Phoenix Update
John McGrath, Chief Technology Officer presented the Project Phoenix update to AGC. He explained how the Enterprise Resource Planning (ERP) interfaces with Business Planning Improvement (BPI). Using guiding principles of service and best practices, it was noted that two years into the process some of the things the ERP team has worked toward included:
- Less paper for certain processes;
- Improved security to comply with security audits;
- Simplifying the University's business processes;
- Reducing third party applications at MacEwan.

J. McGrath explained that because of the environmental complexity at MacEwan, the holistic management of MacEwan's network of systems had been kept in mind. He notified the AGC members that training on the ERP system would begin in the next few weeks.

The following points were raised by AGC members:
- How conflict between the ERP and academic policy (e.g. scheduling) will be addressed: J. McGrath explained that the Project Phoenix team will work with Academic Policies Committee and the Executive Vice-President Academic and Provost’s office to address any conflicts that may arise, and that possible policy changes will be tracked.
- How the new system will support 6 credit courses: J. McGrath acknowledged that 6 credit courses split over two terms is a complication and there has been dialogue with the Deans to minimize their use; however, where these courses are academically necessary, there will be accommodations made within the system.
- How the Digital Asset Management (DAM) project (a grant-funded initiative within CFAC) will fit into the new system: the DAM project benefits in a significant way due to a content management system agreement. However, at the data level there is no direct infrastructure sharing.
- How e-Campus fits in: at the basic level the learning management system should align with e-Campus.

10.0 Question Period
An AGC member requested that the AGC Secretariat post the approved AHCFS interim titling documents on the AGC website for reference.

11.0 Future Agenda Items/Next Meetings –June 15, 2010
Future meeting topics to include:
- Further recommendations from Ad Hoc Committee on Faculty and School Councils
- External guest speaker Judith Hughes presentation on AGC and Academic Designation at MacEwan

12.0 The meeting was adjourned at 8:30 P.M.