1.0 Call to Order
The meeting was called to order at 5:45 P.M. New student member Whitney McLeod (Centre for the Arts and Communications) was introduced.

2.0 Adoption of Agenda
Item 9.0 Board of Governors Report to be moved after Item 4.0.

AGC-01-03-10-2009
Moved by Whitney McLeod, seconded by Sharon Hobden THAT the agenda for March 10, 2009 be approved as amended.  
Carried

3.0 Approval of January 20, 2009 Minutes

AGC-02-03-10-2009
Moved by Lucio Gelmini, seconded by Lucille Mazo THAT the minutes from January 20, 2009 be accepted as amended (to correct spelling of Boroditsky; under 4.0 to correct title to “2007-2008 Report on Faculty Research, Scholarly Activity and Artistic Achievements” and to correct 6.1.3, first line). Carried
4.1 **Report of the President**

1. The province has indicated that there will be a 6% increase to MacEwan's operating grant for 09/10, with this to be confirmed once the provincial budget is tabled. There is no certainty of any increases for the following two fiscal years. Given the current economic climate MacEwan needs to be prudent in planning.

2. A special meeting of the Board will be held on March 18 to look at a proposal which may take a different course for college facilities over the next 20 to 25 years. The Board will be discussing a proposed model that would consolidate all campuses on to the City Centre site. MacEwan has received $2 million from the Province of Alberta to plan for this completion of City Centre Campus. There are advantages in consolidation of services which are presently spread throughout each campus. It was emphasized that this was in the early stages of development, and if approved by the Board a full proposal would be developed.

3. Regarding the potential of a name change, proposed amendments to the Post-Secondary Learning Act will allow institutions within the Baccalaureate and Applied Studies Sector (Grant MacEwan College and Mount Royal College) to request a formal change to use the term “university” in their name rather than college. The legislation does not make any changes as to how MacEwan is funded or operated.

4.2 **Board of Governor’s Report**

President Byrne referred to the written report submitted regarding the Board of Governors. He also noted that there is a new Board member, Gerry Martins, replacing Robert Seidel whose term on the Board is now complete. Mr. Martins is an accountant from St. Albert and his professional and community experience will be an asset to the Board.

**Questions and Discussion:**

In a response to questions regarding the proposed one-campus model, the following was noted:

- Funds provided by the province will allow MacEwan to put forward a formal proposal to government which will include land use planning, long-term enrolment projections, and development models.
- In terms of the proposed southwest campus (Greenfield site), Paul indicated that this location will be kept in mind for the long term (25 years); however, the focus for now will be on consolidating into one campus.
- Given adequate resources, CFAC remains the priority, with the possibility of Alberta College programs and services moving to CCC location at the same time. South Campus would then be phased in. Paul noted that the proposal is in very early stages and there are a number of questions that need to be addressed before this goes forward. Bringing this forward to the Board on March 18 is the beginning of an extensive planning process.

Further to the uncertainty regarding budget increases after 09/10, it was asked whether this would affect the funding for the Bachelor of Science degree. Paul indicated that MacEwan is self-funding the operating budget of the B.Sc. degree beyond transfer at the moment, and remained optimistic that funding will be available at a sufficient level.

In response to a question regarding whether MacEwan is considering a name change, Paul referred to the role of the Academic Governance Council as will be discussed at today’s meeting. He emphasized that this discussion is about a change of name, and that whatever the outcome MacEwan would maintain its curriculum architecture – a continuum of learning from certificate, diploma, to degree and post-diploma credentials.

5.0 **Report of the Provost/Executive Vice-President Academic**

1. Upcoming events:
   - Academic Policies Forum: May 12, 1:00 - 4:00 p.m. Overview of revised and new academic policies (with a focus on implementation, hosted by Academic Policies Committee).
   - Academic Affairs Update: May 13, 1:00 - 4:00 p.m. Annual update by EVPA/Provost, AVPAR and Deans highlighting curriculum initiatives and innovations that support the academic plan.

2. Janet noted that two MacEwan faculty members were recognized at the 2009 Chair Academy Annual International Leadership Conference for Post-Secondary Leaders held in Nashville (March 2009). She
congratulated Sherrill Brown for her work as Research Officer and Chair of the Research Council and Dave Kato for his work as the Chair of the previous Academic Council and for his work in facilitating dialogue and workshops in the creation of this Academic Governance Council. Others in attendance from MacEwan included Lucille Mazo and Elsie Elford.

3. Updates from Advanced Education and Technology:
   • Regarding funding for the B.Sc. Degree, MacEwan should know by June regarding funding allocations by government. To date, partial one-time funding has been received for science labs and faculty office areas.
   • In regards to new program proposals, the province has closed the application for new proposals. Any new program proposals will now be submitted for 2010-11.

4. Janet thanked all those who volunteered at MacEwan’s Open House on Saturday, March 7, making this a successful event. Cathryn Heslep noted that a former student flew in from Victoria, BC to volunteer at the Open House at the CFAC.

5. Admission statistics: applications for admission for next academic year are about even from last year.

6.0 AGC Governance

6.1 Executive Committee Terms of Reference
   The Terms of Reference for the Executive Committee of AGC were presented for approval.
   
   AGC-03-03-10-2009
   Moved by Elsie Elford, seconded by Barry Boroditsky THAT the Academic Governance Council approve the Terms of Reference for the Executive Committee of Academic Governance Council. 
   Carried

6.2 Nominations Committee
   The Terms of Reference for the Nominations Committee of AGC were presented for approval.
   
   AGC- 04-03-10-2009
   Moved by Shahidul Islam, seconded by Travis Huckell THAT the Academic Governance Council approve the Terms of Reference for the Nominations Committee.
   Carried

   The Nominations Committee was established with the following membership: Vice-Chair of AGC and one student, three faculty members, and one Dean, all of whom are members of AGC.

   AGC- 05-03-10-2009
   Moved by Denise Roy, seconded by Lucio Gelmini THAT the Academic Governance Council establish a Nominations Committee.
   Carried

   It was decided that for the initial Nominations Committee terms of appointment would be extended to August 30, 2012 (except for in cases where members terms would expire prior to that date).

   John Paul Hermano was nominated for the student position on the Nominations Committee. No further nominations were received and J.P. Hermano was elected by acclamation.

   Chris Hancock, Lucio Gelmini and Allan Gilliland were nominated for the faculty positions on the Nominations Committee. No further nominations were received and C. Hancock, L. Gelmini and A. Gilliland were elected by acclamation.
Denise Roy was nominated for the Dean position on the Nominations Committee. No further nominations were received and D. Roy was elected by acclamation.

**AGC- 06-03-10-2009**

Moved by Cathryn Heslep, seconded by Wayne Williams, THAT Chris Hancock, Lucio Gelmini, Allan Gilliland and Denise Roy be appointed to the Nominations Committee for a term ending August 31, 2012 and Jean-Paul Hermano be appointed for a term ending with his term on the Academic Governance Council.

Carried

**6.3 Bylaws Review Committee**

6.3.1 Terms of Reference

Wayne Williams presented the Terms of Reference for the Bylaws Review Committee. It was clarified that “broad representation of AGC membership” refers to the attempt to have a broad representation of faculties and schools within the Committee.

**AGC- 07-03-10-2009**

Moved by Wayne Williams, seconded by Mark Arnison THAT Academic Governance Council approve the Terms of Reference for the Bylaws Review Committee, an ad hoc committee of the Academic Governance Council.

Carried

6.3.2 Request for Information

AGC members are requested to review B3000: Academic Governance Council Bylaws and provide feedback to the Bylaws Review Committee by March 27, 2009.

**7.0 Standing Committee Reports**

7.1 Academic Policies Committee – Susan May, Chair

7.1.1 Policy C2100: Graduation

Revisions to the Graduation Policy were outlined. It was clarified that in 3.3.3 (regarding minimum GGPA) only the Bachelor of Arts Honours program is mentioned as this is the only Honours program MacEwan has at this point in time. If others are added the policy clause can be amended.

**AGC-08-03-10-2009**

Moved by David McLaughlin, seconded by Cristina Anton THAT Academic Governance Council approve the revisions to Policy C2100 Graduation, effective July 1, 2009, as recommended by the Academic Policies Committee (February 3, 2009).

Carried

7.1.2 Policy C2020: Grading

The revisions to the Grading Policy were outlined. Discussion centred on the following points:

- 5.1.1: change from “business days” to “calendar days” in terms of submission of grades. Some faculty were concerned that the solution for timely grade submission at the end of fall term was resulting in shortened submission times for all grades.
- Discussion of the impact for students and the Registrar's Office regarding time lines for submitting grades. It was noted that the revised policy conforms to the Academic Scheduling Principles approved by AGC at its last meeting.
- In response to concerns regarding submitting grades within five “calendar days” it was noted that the rationale is to ensure grades are submitted prior to the end of term, particularly regarding the Christmas break. When there are extenuating circumstances, such as
processing errors, exceptions may be made.

- Submissions of grades are required for the Registrar’s Office to undertake calculating academic standing for students; students need to know that they are in good academic standing prior to the next term.
- 4.2 (Grading Scale): it was noted that A+ and A carry the same Grade Point Value. The grading scale is used province-wide and so MacEwan follows this standard.
- MacEwan may wish to consider its use of the term “Christmas break” given the diversity of the student body.

Susan will take the policy back to the Academic Policies Committee for further review and discussion of issues raised.

7.1.3 Policy 2005: Final Assessment
Revisions to the Final Assessment Policy were highlighted. It was noted that MacEwan could benefit from an examination policy as a companion policy to Final Assessment. However, there is currently a variety of practices among schools and faculties and associated resource implications. In the absence of such a policy, the Final Assessment policy is in effect.

There was considerable discussion surrounding 4.4.4, the regulation regarding return of examinations, including the implications surrounding the need to retain final examinations (as per Policy E1050).

The following amendments to the policy were approved by AGC:

4.1.6 Instructors shall make reasonable efforts to inform students of the date, time, duration and location of the final assessment. Normally, instructors are also responsible for invigilation of final assessments.

4.4.4 Final examinations are not required to be returned to students. An instructor may return a copy of the examination to the student. Students are entitled to review the final examinations with the instructor.

AGC-09-03-10-2009
Moved by Ben Madsen, seconded by Travis Huckell THAT Academic Governance Council approve the revisions to Policy C2005, effective July 1, 2009, as recommended by the Academic Policies Committee (February 3, 2009) with amendments to 4.1.6 and 4.4.4.

Carried (1 abstention)

7.1.4 Policy 3020: Program Advisory Committees and Deans’ Advisory Councils
Revisions to the policy were highlighted. In regards to the reappointment of Advisory Committee and Council members (4.3), it was noted it is desirable to have new members. Regarding the number of members on Deans’ Advisory Councils (4.11.2) it was noted that this was worded to capture the differing practices in faculties/schools.

AGC-10-03-10-2009
Moved by Ruth Stewart, seconded by Sharon Bookhalter THAT Academic Governance Council approve the revisions to Policy C3020: Program Advisory Committees and Deans’ Advisory Councils, effective July 1, 2009, as recommended by the Academic Policies Committee (February 3, 2009).
7.2 **Admissions and Selections Committee – Stefanie Ivan**
Stefanie reported that at the last meeting of Admissions and Selections, the admission criteria for the 5-year review was nearly completed. The following admission criteria were then presented:

7.2.1 **Hearing Aid Practitioner Diploma Admission Criteria**
In regards to recommended changes to add “career profile” to the questionnaire (Other Admission Criteria), it was noted that this is completed by students and provided to the program as part of their application for admission. This profile demonstrates an understanding of requirements of the profession.

It was also noted that the Admissions and Selection Committee is undertaking a full review of the “Other Admission Criteria” category.

7.2.2 **Holistic Health Practitioner Diploma Admission Criteria**

7.2.3 **Therapist Assistant Diploma Program – Speech Language Pathologist Assistant Major Admission Criteria**
It was noted that “accredited institution” is the terminology currently used in the Previous Post-Secondary Admission category while “recognized” has been adopted by MacEwan. This will be reviewed at the next Admissions and Selections Committee meeting in terms of a global change to the wording for all admission criteria.

7.2.4 **Information Management & Library Technology Diploma Admission Criteria**

7.2.5 **Bachelor of Applied Communications in Professional Writing**

7.2.6 **Journalism Diploma Program Admission Criteria**

**AGC-11-03-10-2009**
Moved by Christina Anton, seconded by Harrison Applin THAT Academic Governance Council approve the changes to the admission criteria for the Hearing Aid Practitioner Diploma and Holistic Health Practitioner Diploma, effective for the Fall 2010 intake of the program as recommended by the Admissions and Selections Committee (January 14, 2009) and the Therapist Assistant Diploma – Speech Language Pathologist Assistant Major, Information Management and Library Technology Diploma, Bachelor of Applied Communications in Professional Writing, and Journalism Diploma, effective for the Fall 2010 intake of the program as recommended by the Admissions and Selections Committee (February 18, 2009).

**Carried**

7.3 **MacEwan Curriculum Committee – Davar Rezania**

7.3.1 **Wound Management Post Diploma Certificate – New Program Proposal**
MCC approved the Wound Management Post-Diploma Certificate Program Proposal with minor revisions, which have been undertaken.

In response to the question regarding estimated 65% completion rate (12.3 in Program Proposal) it was noted that these are figures estimated by Strategic Planning based on available data.
Moved by Alice Nycholat, seconded by Agnes Mitchell THAT Academic Governance Council approve the Wound Management Post-Diploma Certificate Program as recommended by the MacEwan Curriculum Committee (January 19, 2009) and to forward the recommendation to the Board of Governors to submit the Program Proposal for ministry approval.

Carried

7.3.2 Police & Security Diploma Program – Name Change Proposal
It was noted that program undertook considerable research into the issue, as evidence by the proposal submitted and approved by MCC.

Moved by Chis Hancock, seconded by Elsie Elford THAT the Academic Governance Council approve the name change of the Police and Security Program to Police and Investigations Program and the name change of the Major in Security Management Studies to the Major in Investigative Studies, effective July 1, 2010, as recommended by the MacEwan Curriculum Committee (February 9, 2009).

Carried

8.0 Other Business
8.1 Post-Secondary Learning Amendment Act
Bill 4: Post-Secondary Learning Amendment Act is now before the Legislature (second reading occurred on February 18/09). The question before AGC is whether to sponsor a dialogue in which faculty, staff and students would be invited to express their preferences on whether MacEwan would retain the word “college” or move to the word “university” in the name. The Discussion Paper would be circulated widely.

If AGC is in agreement, a series of consultations would be held between March 23 and April 1, at all four campuses and at different times. The three facilitators are Alan Vladicka, Dave Milner and Eileen Hogan. Results of the discussion will be brought to April 14 AGC meeting at which time AGC may want to make a recommendation on the name change. This would go forward, through the President, to the Board of Governors at its meeting on May 14/09.

The following points were discussed:

- Is this enough time for a large community like MacEwan to make a decision? Janet indicated that it is a question of taking this window of opportunity before the May Board meeting.
- Possibility of wider consultation with Edmonton community, including Advisory Committee members, possibility of an online survey of stakeholders, newspaper ad and focus groups. This will be discussed with Strategic Planning; however, the short time frame would indicate that mounting a community-wide consultation would be challenging.
- Regarding alumni input, an Alumni Advisory Committee meeting is being held next week and this topic could be raised at that meeting. Cathryn Heslep will follow up.
- Importance of getting information to international student population at MacEwan. Janet Paterson-Weir will follow up with MacEwan International.
- Best way to reach students includes posters and e-mail. Will work with Student Association to ensure the message goes out.
- Possibility of deciding within AGC without undertaking a consultation process as members on AGC are representatives of all different areas. Gathering input on the possibility of change of name is important, this will allow AGC members to hear different opinions coming forward. It is also important that individuals at MacEwan have an opportunity to speak to this issue prior to the decision being made.
8.2 Presentation:
Campus Alberta Quality Council Reporting: Communications, Compliance and Commendations
Susan May (Associate Vice-President Academic and Research) presented on Campus Alberta Quality Council (CAQC) evidence-based reporting. The presentation emphasized the importance and considerable work involved in demonstrating both program accountability and effectiveness. She described MacEwan's requirements to 1) meet quality standards based on Canada's degree framework; 2) satisfy conditions linked to degree approvals; and 3) enact recommendations. MacEwan was commended by CAQC recently for achievements in faculty hiring, creating a scholarly and research culture, achieving degree enrolments and graduates, and creating the Academic Governance Council.

10.0 Question Period
No questions were raised.

11.0 Future Agenda Items
No agenda items were brought forward at this time.

12.0 Next Meeting – Tuesday, April 14, 2009, 5:45 – 8:45 p.m., 7-142/7-185, City Centre Campus

13.0 The meeting was adjourned at 9:10 p.m.

Janet Paterson-Weir
Chair, Academic Governance Council

Peter Geller
Academic Governance Officer