## Academic Governance Council Minutes – April 14, 2009

### Members Present:
- Rafat Alam
- Cristina Anton
- Harrison Applin
- Mark Arnison
- Leslie Blyth
- Sharon Bookhalter
- Barry Boroditsky
- Paul Byrne
- Lucio Gelmini
- Craig Gnauck
- Caitlin Goyeau
- Chris Hancock
- John-Paul Hermano
- Cathryn Heslep
- Elsie Elford
- Allan Gilliland
- Chery Ann Hoffmeyer
- David Higgins
- Kevin Hood
- Travis Huckell
- Shahidul Islam
- Genevieve Johnson
- Alan Knowles
- Ben Madsen
- Lucille Mazo
- Debbie McGugan
- David McLaughlin
- Whitney McLeod
- Susan Mehsuria
- Joanne Minaker
- Agnes Mitchell
- Judy Moore
- Alice Nycholat
- Janet Paterson-Weir
- Dennis Pfeffer
- Brent Quinton
- Denise Roy
- Ruth Stewart
- Michael Stock
- Pamela Taylor
- Adele Wardley
- Wayne Williams
- Craig Worobec

### Regrets:
- Ersie Elford
- Allan Gilliland
- Chery Ann Hoffmeyer

### Presenters:
- Davar Rezania, Chair, MacEwan Curriculum Committee
- Stefanie Ivan, Chair, Admissions and Selections Committee and Chair, Student Services Policies Committee
- Susan May, Chair, Academic Policies Committee

### Secretariat:
- Peter Geller
- Kim Warkentine (Recorder)

### Call to Order

The meeting was called to order at 5:50 P.M.

### Adoption of Agenda

**AGC-01-04-14-2009**

Moved by Rafat Alam, seconded by Chris Hancock THAT the agenda for April 14, 2009 be adopted.

Carried

### Approval of March 10, 2009 Minutes

**AGC-02-04-14-2009**

Moved by Lucio Gelmini, seconded by Kevin Hood THAT the minutes of March 10, 2009 be approved as presented.

Carried
4.0  **Report of the President**

The campus consolidation plans were briefly outlined with 10-15 years given as the proposed timeline of completion. It was explained that the consolidation to City Centre Campus will be carried out in stages with the Centre for the Arts and Communications first, then Alberta College, and then South Campus being relocated. The consolidation is still in very early stages, with the provincial government providing financial support for the design of detailed proposal.

MacEwan, along with other provincial institutions, has put forward a proposal for federal infrastructure funding. Advanced Education and Technology has confirmed a 6% increase to MacEwan’s operating grant for 2009-10. There is yet no indication regarding subsequent years.

The AGC was reminded that the Mad Hatter’s Gala fundraising event would be held the coming Saturday, April 25, 2009. The Gala raises funds to support scholarships and bursaries for MacEwan students.

The AGC was briefed on the success of the MacEwan student athletic teams, including five teams which went to Canadian finals. Of note, the Griffins men’s volleyball team won gold at the CCAA National Championship, and the Griffins women’s volleyball team won silver at the CCAA National Championship.

5.0  **Board of Governor’s Report**

The AGC was informed that the Board had been briefed on the process undertaken by AGC regarding the possibility of a name change for MacEwan from “college” to “university” under the pending Post-Secondary Learning Amendment Act. The Board was both interested in and supportive of any recommendation coming forward from AGC.

The Board of Governors is currently undergoing a self-evaluation process as part of its regular review.

Board member Tim Melton’s term will be ending in Summer 2009.

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

The matter of meeting protocols and procedures was discussed, based on feedback received from AGC members and Committee Chairs following the March AGC meeting. Members were asked to focus on the intent and scope of policies and proposals coming forward, rather than engaging in questions of wording, and grammar. It was noted policies and proposals have gone through extensive consultation and are coming forward from Committees that have considered the wording and terminology in detail. In terms of meeting procedures, motions will be brought forward and then the discussion will take place.

The Council was reminded that April features a month of college-wide student engagement and that it is important that Council members support the students in such activities as student presentations, the 30-hour Famine (which raised $5200 for World Vision) and the Business Case competition.

Academic Policies Forum will be held May 12 and the Academic Affairs Update will be held May 13. Details were distributed to Council.

7.0  **AGC Governance**

7.1  **Bylaws Review Committee Report**

Caitlin Goyeau provided a verbal report of the Bylaws Review Committee second meeting, held on April 6, 2009. The Bylaws Review Committee will be seeking AGC input on a recommendation received regarding department and unit councils.

7.2  **College Sabbatical Leave Committee Terms of Reference**

The Terms of Reference for the College Sabbatical Leave Committee of the AGC were presented by
Susan May for approval. The approval of the Terms of Reference will allow for the Committee to be established and members selected this spring for the 2009-10 academic year.

Regarding sections 5.4 and 5.6 of the Terms of Reference which refer to deferrals of sabbatical leaves, it was noted that perhaps there should be a time limit on deferrals to avoid the possibility of deferred sabbaticals accumulating.

The question was raised regarding the use of the term “division” in the Terms of Reference. Susan May responded that this refers to the units that house the Professional Resource Faculty, and is the term used in Policy D2080: Sabbatical Leave.

AGC 03-04-14-2009
Moved by Craig Worobec, seconded by Lucille Mazo THAT AGC approve the Terms of Reference and establish the College Sabbatical Leave Committee. Carried

7.3 Global College Council Terms of Reference
Susan May presented the Terms of Reference of the Global College Council for approval by the AGC.

The wording of the GCC Terms of Reference was discussed, in particular the use of “domestic” and “international” rather than “domestic” and “foreign”. Susan May indicated that there had been discussion on this point during the development phase, and that GCC had leaned toward the use of “foreign” for the Terms of Reference as this is commonly used in federal government documents.

In terms of the selection of members of the GCC it was clarified that the Students’ Association would appoint the student members according to their selection process. Election of members by the AGC would be according to the process developed by the Nominations Committee.

AGC 04-04-14-2009
Moved by Michael Stock, seconded by Denise Roy THAT Academic Governance Council approve the Global College Council Terms of Reference. Carried

8.0 Business Arising
8.1 Post-Secondary Learning Amendment Act
The summary document of the PSLA Act consultations was e-mailed to the AGC members (see attached). This document summarized the results of the Open Forums held in April and March 2009, which provided the opportunity for faculty, students and staff to discuss their views of a possible name change from “college” to “university.”

The discussion among the AGC members reflected the points raised during the forums. Travis Huckell suggested that there is a lot of goodwill in the community towards MacEwan’s certificate and diploma programs a college of career studies within a newly renamed “university” could be one way to ensure a continued focus on these programs. Denise Roy noted that this is only one of a number of possible ways that MacEwan can continue to focus on these programs as was noted at the Open Forums.

Paul Byrne reminded Council that Bill 4 would not alter MacEwan’s mandate, and that MacEwan would continue to provide a continuum of learning through certificates, diploma, degree and post-diploma programs. A change of mandate is not provided for in the legislation, only the change of name.

It was noted by President Byrne that he would abstain from voting on this motion as it would be put forth as a recommendation from AGC going forward from the President to the Board of Governors.
Moved by Lucio Gelmini, seconded by Ben Madsen THAT Academic Governance Council recommends to the Board of Governors the name Grant MacEwan University, as provided for in the Post-Secondary Learning Amendment Act.

Carried (3 abstentions)

8.2 Classification of High School Courses
Stefanie Ivan presented the 2009/10 Classification of High School courses chart as maintained by the Office of the Registrar for information, as requested at the March 10, 2009 AGC meeting.

9.0 Committee Reports
9.1 Executive Committee Minutes: February 9, 2009
The Minutes of Executive Committee of AGC were provided for Council's information.

9.2 Academic Policies Committee
9.2.1 Policy C2000: Second Baccalaureate Credential – New Policy
Susan May presented the new Second Baccalaureate Credential policy as recommended by the Academic Policies Committee. If approved, the new policy will be implemented for 2009-10 in the Faculty of Arts and Science and the School of Business. It was noted by David Higgins that the Arts Council is supportive of the new policy, and that the policy is designed to ensure the integrity of the any second Baccalaureate degree earned.

Section 4.8, “Credit from the first two baccalaureates earned cannot be applied to a third or subsequent baccalaureate degree.” was discussed. In particular, there was discussion about what would be done in the case where a student wished to do a third degree. It was noted that this policy creates a cut-off threshold for the number of degrees a student can obtain using the same credit. It was noted that this is not an extraordinary policy, rather other institutions also limit the number of credits that can be amassed in one degree towards subsequent degrees.

Section 4.5.1, “The discipline of the major in the first baccalaureate may not be declared as the major or minor of the second baccalaureate (with the exception of Honours)” was discussed in terms of the exception for Honours. It was explained that this exception allows students to take an Honours in the major of their first degree, where an Honours might be a requirement in application to some graduate schools, for example.

In terms of Section 3.2, regarding applied degrees falling outside the scope of the policy, it was noted that this policy applies to baccalaureate degrees only due to the different nature of applied degrees and baccalaureate degrees.

AGC 06-04-14-2009
Moved by Ruth Stewart, seconded by Mark Arnison THAT Academic Governance Council approve Policy C2000: Second Baccalaureate Credential, effective July 1, 2009, as recommended by the Academic Policies Committee (March 3, 2009).
Carried (2 abstentions)

9.2.2 Policy C2040: Education Abroad – New Policy
The new Policy C2040 was presented by Susan May. It was suggested that the term “education abroad” seemed dated and that “study abroad,” “global study,” or “global
education” might better describe the activities that the policy covers. An alternative name for the policy was suggested: “International Study.” It was noted that a change of name for the policy may require some changes to the wording of the policy, and that this would be best considered by the Academic Policies Committee.

AGC 07-04-14-2009
Moved by Craig Worobec, seconded by Whitney McLeod THAT Academic Governance Council approve the new Policy C2040: Education Abroad, effective July 1, 2009, as recommended by the Academic Policies Committee (February 3, 2009).

Carried (1 abstention)

AGC 08-04-14-2009
Moved by David Higgins, seconded by David McLaughlin THAT the name of new Policy C2040: Education Abroad be changed to "International Study."

Carried (8 opposed, 9 abstentions)

AGC 09-04-14-2009
Moved THAT Policy C2040 be referred back to Academic Policies Committee to make any changes to the policy required by the change of name to "International Study."

Carried

9.2.3 Policy C5010: Admissions - Revised Policy
The revised Policy C5010: Admissions was presented by Susan May. It was noted that the policy was being brought forward with minor revisions. In revising the wording to 5.2.4 some other wording was also revised, such as “Academic Council” to “Academic Governance Council” and “admissions to college programs” to “admissions to programs.”

Re: 4.11: “Applicants wishing to change program geographical locations” it was clarified that this section refers to various locations where programs are held (e.g. Ponoka).

4.24.1 Fraudulent Admission Practices. A question was asked regarding students committing fraudulent admission practices. Stefanie Ivan replied that with a prospective student he or she would be denied admission; with a current student applying for admission to another program, the student would be required to withdraw, and that this would be noted on the student’s transcript.

AGC 10-04-14-2009
Moved by Caitlin Goyeau, seconded by Leslie Blyth THAT Academic Governance Council approve revisions to Policy C5010: Admissions.

Carried

9.3 Admissions and Selections Committee
9.3.1 Physical Therapist Assistant/Occupational Therapist Assistant Diploma Program Admission Criteria
Stefanie Ivan presented revised Admission Criteria for the Physical Therapist Assistant/Occupational Therapist Assistant diploma program.

AGC 11-04-14-2009
Moved by Craig Gnauck, seconded by Kevin Hood THAT Academic Governance Council approve the changes to the admission criteria for the Physical Therapist Assistant/Occupational Therapist Assistant Major Program, effective for the Fall 2010 intake of the program, as recommended by the Admissions and Selections Committee (March 18, 2009).
9.3.2 Therapist Assistant - Speech Language Pathologist Major Diploma Program
Admission Criteria

Stefanie Ivan presented revised Admission Criteria for the Therapist Assistant - Speech Language Pathologist Major diploma program.

**AGC 12-04-14-2009**
Moved by Chris Hancock, seconded by Lucio Gelmini THAT Academic Governance Council approve the changes to the admission criteria for the Therapist Assistant-Speech Language Pathologist Assistant Major Program, effective for the Fall 2010 intake of the program, as recommended by the Admissions and Selections Committee (March 18, 2009).

9.4 MacEwan Curriculum Committee
9.4.1 Bachelor of Commerce – Accounting Major - New Major Proposal

Davar Rezania presented the proposal for the new Major in Accounting for the Bachelor of Commerce degree program, as recommended by the MCC. If approved by the AGC, the new major would go forward to the Board of Governors for endorsement and then to the Ministry for approval.

There was discussion about the Statistics courses in the program of study, particularly the rationale for specific courses for students in this degree program instead of courses offered by the Faculty of Arts and Science. It was noted that these courses are common for all Bachelor of Commerce degree students and as such are already approved curriculum. It was noted that this was part of the discussion at MCC. It was further noted that specific courses in Statistics/Mathematics for Bachelor of Commerce students could be viewed as very positive and a strength of the MacEwan degree program. There was a suggestion for continuing dialogue between programs and faculties/schools in regards to courses that could be offered across program areas.

In Part A: System Coordination Review, page 2, there is a typo regarding implementation of the Bachelor of Commerce degree. This has been corrected.

In Part B, page 20, regarding the Staffing Plan, clarification was required regarding the minimum requirement to teach in the Bachelor of Commerce – Accounting Major. This will be revised to accurately reflect requirement as set out by the Campus Alberta Quality Council.

In response to a question regarding how the Bachelor of Applied Business Administration – Accounting would be phased out it was noted that upon further discussion the School of Business will continue to offer the applied degree program while there are still adequate student enrolments and as long as the program continues to be accepted by the CGA and CMA. In response to a question regarding the difference between the two, Leslie Blyth responded that the Bachelor of Commerce – Accounting Major is baccalaureate degrees with breadth of a liberal arts degree while the Applied Business Administration – Accounting is more applied with more emphasis on practice in the workplace.

**AGC 13-04-14-2009**
Moved by Craig Worobec, seconded by Leslie Blyth THAT Academic Governance Council approve the Bachelor of Commerce - Accounting Major as recommended by
9.4.2 Psychiatric Nursing Diploma Program – Changes to Program of Study
   Proposed program changes to the Psychiatric Nursing Diploma program were presented by Davar Rezania as recommended by MCC. These changes would be implemented in the 2010-11 academic year.

   AGC 14-04-14-2009
   Moved by Craig Gnauck, seconded by Ruth Steward THAT Academic Governance Council approve curriculum changes to the Psychiatric Nursing Diploma Program of Study as recommended by the MacEwan Curriculum Committee (March 16, 2009), effective September 1, 2010.
   Carried

9.5 Student Services Policies Committee
   9.5.1 Terms of Reference
   The revisions to the Terms of Reference for the SSPC were presented by Stefanie Ivan, Committee Chair. The Terms of Reference for the three other Standing Committees of AGC were looked at by SSPC.

   Discussion ensued regarding Category E policies and the role of the SSPC in regards to “institutional and Student Services” policies. Stefanie pointed out there is a revised B1010: Policy on Policy Making that provides guidance in this regard.

   The question of quorum was raised and whether a certain number of student representatives were required for quorum? Stefanie responded that it is a majority of voting members and this is consistent with other Committee Terms of Reference.

   There was discussion regarding the selection of members to the SSPC. It was recommended that as a Standing Committee of AGC it would be desirable to have the two instructional faculty members be selected by AGC. Stefanie replied that the Committee had discussed this and would be willing to take AGC’s guidance on this matter. It was agreed that the Terms of Reference, section 4.0 Composition would be amended from “2 instructional faculty as recommended by the Deans” to read “2 instructional faculty as selected by AGC.”

   AGC 15-04-14-2009
   Moved by David Higgins, seconded by Lucio Gelmini THAT Academic Governance Council approve Terms of Reference for the Student Services Policies Committee, as amended, effective for the 2009/2010 academic year as recommended by Student Services Policy Committee (14 April 2009).
   Carried

9.6 Student Success Committee: Annual Report and Work
   Cathryn Heslep and Janet Paterson-Weir presented the Student Success Committee’s Annual Report and Work Plan to the AGC for information. The Committee had revised its process, including reframing the Committee with an Advisory Committee and four working subcommittees.

   A question was raised regarding the work of the Retention Research Sub-Committee. Cathryn replied that
while building on prior research into student retention at MacEwan, this is working towards examining the
data for specific areas and programs as each program area has different retention issues.

It was clarified that the Ambassador Program was not the work of the Student Success Committee
although both are working towards building student success and student retention.

In terms of information regarding Aboriginal student retention rates it was noted that collecting date on this
is challenging as MacEwan depends on students to volunteer information on whether they are Aboriginal
for statistical purposes. It was noted that there are currently [400] students who have declared themselves
as Aboriginal, in programs throughout MacEwan.

**AGC 16-04-14-2009**

*Moved by Craig Gnauck, seconded by Joanne Minaker THAT Academic Governance Council
accept for information the 2008-2009 Annual Report and Work Plan of the Student Success Committee as submitted.*

.Carried

10.0 Question Period

Regarding the scheduling of fire drills, it was suggested by several members that it would be beneficial for
academic staff to know at the start of term when fire drills will take place so that learning activities can be
planned accordingly. Further, it was suggested that it would work better if fire drills were scheduled at beginning
of semester if possible. Brent Quinton agreed to take this suggestion back to his staff for review.

Whitney McLeod enquired about the status of the Community Enrichment Program. Sharon Bookhalter
explained that this program operated on a contract basis and that this has now gone to a one-year period
whereas previously it was a five-year contract. This program will no longer be offered by MacEwan after the
current contract expires in June 2009. MacEwan did not initiate the closure of the program, rather the process
by which the program was being tendered had changed significantly.

Chris Hancock raised the question regarding the necessity of including the attendance record in the AGC
package. The Secretariat agreed to have this reviewed by the AGC Executive Committee.

In response to a question regarding the status of the AGC website by Cristina Anton, Peter Geller replied that
the website is currently under development, with minutes, meeting schedules, approved motions and other
materials coming on line soon. In the mid-term there is currently discussion regarding a portal for AGC
members to facilitate access to documents for all AGC members.

11.0 Future Agenda Items

The following items were noted as forthcoming for the next meeting:

- Distributed Distance Education Committee Annual Report and Work Plan
- Presentation on E-Learning Strategic Plan
- Presentation on Enrolment Plan

12.0 Next Meeting - Tuesday, May 26, 2009, 5:45 – 8:45 p.m., 9-207 RHLC, City Centre Campus

13.0 The meeting was adjourned at 8:35 pm.