1.0 Call to Order

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

The Chair acknowledged out-going member, Ben Madsen, for his work as Vice-President, Academic of the Students' Association, and welcomed John-Paul Hermano as in-coming VP, Academic of the SA, vacating his seat as the Faculty of Arts and Science student representative. The following Student Representative Alternates were welcomed: Brendon Legault (Faculty of Arts and Science), Lori Grey (Faculty of Health and Community Studies), and Adam Filiatreault (School of Business).

Holly Symonds Brown was announced as the winner of the by-election for the vacancy left by Harrison Applin as academic staff representative for the Faculty of Health and Community Studies.
2.0 Adoption of Agenda
The agenda was adopted with the addition of 10.0: Business Arising.

AGC-01-05-26-2009
Moved by Lucio Gelmini, seconded by Kevin Hood THAT the agenda for May 26, 2009 be adopted as amended.

3.0 Approval of April 14, 2009 Minutes
The minutes were approved with the amendment of 7.2 in accordance with the wording of the current Collective Agreement between MacEwan and the Faculty Association.

AGC-02-05-26-2009
Moved by Leslie Blyth, seconded by Denise Roy THAT the minutes of April 14, 2009 be approved as amended (7.2, last paragraph, “Professional Resource Staff” be changed to “Professional Resource Faculty”).

4.0 Report of the President
Paul Byrne reported that following the recommendation from the AGC, the Board of Governors unanimously recommended the use of the word “university” in place of “college” in MacEwan’s institutional title at its meeting of April 7, 2009. Once Bill 4, the Amendment to the Post-Secondary Learning Act, passes in the provincial legislature, there will be an application to change the name to Grant MacEwan University. Bill 4 has passed third reading with the next step of Royal Assent. It could be some time before the Minister of Advanced Education and Technology accepts applications under the amended Act.

MacEwan received $2.6 million through the federal Knowledge Infrastructure Project, for sustainability initiatives, in particular, for retro-fitting of lighting throughout the college.

The AGC was reminded that the term of Board member, Tim Melton, is coming to a close; MacEwan is currently in the process of recruitment of a new Board member. Mr. Melton will continue as an advisor to the Campus Planning Committee.

Finally, MacEwan’s President and Provost will be presenting an academic paper in the Netherlands at a world congress of universities and colleges in June.

5.0 Board of Governor’s Report
Reference was made to the written report submitted, outlining the decision items and discussion from the April 7, 2009 meeting of the Board of Governors.

6.0 Report of the Provost/Executive Vice-President Academic
The AGC was informed by Janet Paterson-Weir that the Strategic Directions report and budget were approved by the Board of Governors, with the Strategic Directions report and budget posted on the Academic Affairs website. Also approved at the last Board meeting was the Bachelor of Commerce, Accounting Major, with the Board accepting fiduciary responsibility for the program.

Janet thanked the presenters and participants of the Academic Policy Forum (May 12), noting that over 100 people attended as well as the Academic Affairs Update (May 13).

*The Cellist of Sarajevo* was announced as the College Book for 2009-10, with a visit from author Stephen Galloway planned.
Genevieve Johnson was congratulated as the first full-time research officer for the College. For 2008/09 the Research Council approved 34 applications of the MacEwan Research Scholarly Activity and Research Fund, with an additional 38 applications being approved for one-time-only conference travel, as well as eight sabbaticals approved for next year.

7.0 AGC Governance
7.1 Bylaws Review Committee Report
Mark Arnison presented an update from the Bylaws Review Committee (BRC). As the Committee undertook its work it requested suggestions from AGC members as part of its review. A suggestion came forward that “Each department or unit will have a department council comprising of all the faculty members to feed academic decisions to the AGC.” The BRC was requesting discussion and feedback from AGC members regarding this suggestion.

Discussion included the following points:
- Was it the role of the AGC to mandate such structures and procedures rather than something that departments/units should decide for themselves? Prescribing the creation of such councils may hinder certain representation mechanisms of AGC.
- It was suggested that in light of the current academic program review structure, coupled with the representation of the faculties/schools on AGC, the creation of further councils at other levels may be redundant.
- The subcommittee structure of AGC has broad representation from the faculties/schools already.
- Academic decision-making from department to faculty to institution-wide body is typical of bicameral universities in Canada.

- Further research may be required.

The Chair requested that this feedback go back to the Bylaws Review Committee for consideration of the issues and suggestions raised.

7.2 Global College Name Change
There was a request to change the name of Global College Council to MacEwan International Council. The change would be reflected in the Council’s Terms of Reference.

AGC 03-05-26-2009
Moved by Craig Gnauck, seconded by John-Paul Hermano THAT AGC approve renaming Global College Council to MacEwan International Council.

Carried

7.3 Global College Council Nominees
On behalf of the Nominations Committee, Chris Hancock brought forward the slate of nominees for the MacEwan International Council (formerly Global College Council). The nominees came forward in consultation with Rick Lewis, the Chair of the MacEwan International Council. The Chair asked if there were any nominations from the floor, with no nominees being brought forward.

AGC 04-05-26-2009
Moved by Brendon Legault, seconded by Shahidul Islam THAT Academic Governance Council approve Craig Gnauck, Brian Keller, and Ibrahim Sumrain as faculty members for three year terms for the MacEwan International Council.

Carried
7.4 College Sabbatical Leave Committee Nominees
Chris Hancock informed the AGC that each of the four Faculty/School Sabbatical Leave Committees was asked to select one member for the College Sabbatical Leave Committee with the fifth to be chosen from the Library and Student Services Sabbatical Leave Committees. Four nominees were being brought forward, with Health and Community Studies to follow at the June AGC meeting. Chris noted that nominations would not be accepted from the floor as the nominees are all members of the faculty/school/division Sabbatical Leave Committees. Chris Hancock added that the Nominations Committee was working on a nominations process with a timeline to be presented to AGC upon completion. Janet Paterson-Weir noted that for all those interested in applying for sabbatical for next year, there would be a Sabbatical Workshop held in June.

AGC 05-05-26-2009
Moved by Whitney McLeod, seconded by Joanne Minaker THAT Academic Governance Council approve Mark Solomonvich (Faculty of Arts and Science), Darlene Lowe (School of Business), Darci Mallon (Centre for the Arts and Communication), and Judy Moore (Library/Student Services) for two year terms as members for the College Sabbatical Leave Committee.

Carried

8.0 Other Business
8.1 Presentation on Enrolment Projections
Alan Vladicka, the Executive Director of Strategic Planning gave a presentation on MacEwan enrolment projections for the next five years. The enrolment projections inform MacEwan’s planning processes and are requested by the Ministry of Advanced Education and Technology. Alan contextualized the projections with historical background of MacEwan enrolment trends, divided by faculty/school/campus, to provide perspective on the changes in MacEwan enrolment. It was noted that between 1993/94 to 2002/03 MacEwan’s growth rate increased dramatically. Since 2002/03 enrolment has dipped slightly but the MacEwan system overall has grown by 5%. Over the next five years, Strategic Planning anticipates two scenarios for MacEwan enrolment: planned enrolment in approved programs, and projected enrolment in planned programs (not yet approved). Of note, full degree program growth is projected to be greater than the total growth of the college, but with a decline in enrolments in university transfer and applied degree programs.

In response to a question regarding enrolment in career programs, Alan responded that MacEwan is maintaining the career diplomas at about 40% of the institution’s enrolment, and that the projections were based on student demand and employer absorption of graduates.

Regarding whether the campus consolidation was factored into the projections for the Centre for the Arts and Communications, it was noted that the move to City Centre Campus is beyond the timeline of the projections.

In terms of the significant increase projected for MacEwan South for 2009-10 when the rest of the campuses remained fairly steady, Alan noted this is based on potential movement of Business programs from City Centre Campus to MacEwan South; this is not finalized and so if there is no movement of programs these numbers would remain at City Centre Campus.

Regarding reporting of enrolments in University Transfer, it was noted that student enrolment is based on program of registration, not on future intentions. So students enrolled in the B.A. or B.Sc. program, for example, would be included in the degree numbers; those enrolled in specific University Transfer programs are counted in that category.
9.0  **Committee Reports**

9.1  Executive Committee Minutes: March 18, 2009
The Minutes of Executive Committee of the AGC were provided for Council’s information.

9.2  Nominations Committee Report
Chris Hancock noted that the Nominations Committee had nothing further to report.

9.3  Academic Policies Committee
9.3.1 Policy C2020: Grading and Principles for the Academic Schedule
Stefanie Ivan began with a review of Student Considerations for Final Grade Submission Dates in the Academic Schedule, to ensure that members understand the tie between the grading policy and the academic schedule. Stefanie related that scheduling always requires a balance of the needs of students with institutional considerations. She pointed out a late Labour Day made receiving grades in a timely manner difficult. Susan May pointed to the revised elements of the Grading Policy, which resulted from previous discussion at and direction from AGC.

Under section 5.4.1 there was the suggestion to discontinue the use of the term “Christmas Break” and proposed to replace it with “December Closure.” Section 5.1.1 proposed the wording of the clause to accommodate the recommendation of five business days, while including the clause “no later than the last date for grade submission published in the academic schedule” would allow room for those years when scheduling is tight. Susan highlighted the consultation process that the APC followed to arrive at the proposed revisions.

Shahidul Islam expressed concern with the revised Grading Policy, suggesting that by eliminating professional development days in the fall term and scheduling exams on Saturday, that there was still a possibility of enough instructional days and five business days at the end of the semester in which to submit grading. Stefanie Ivan replied that the proposed policy is necessary as for those years when Labour Day falls late it is not possible to post student academic standing prior to the end of the fall term.

David McLaughlin expressed his support for the changes but inquired about the worst case scenario: how few grading days would instructors have to submit their grades? Stefanie clarified that some years there are not always five business days prior to December closure. She also cautioned members to know that different program areas in the college have different lengths of terms and examination schedules. She emphasised that there is a need to establish a majority standard and then attend to the exceptional cases in order to better time the posting of students’ academic standing.

Concerns were raised that putting the deadline too close to the last set of exams might not leave time for instructors to properly assess students’ work and that this should be taken into account when implementing the not-withstanding clause.

Adam Filiatreault felt that the wording of the policy should specify either a standard week or five calendar days rather than “business days.” It was also pointed out that in C2020 section 2.0, “Guidling” should be changed to “Guiding.”
AGC 06-05-26-2009  
Moved by Adam Filiatreault, seconded by Mark Arnison  
THAT Academic Governance Council approve the revisions to Policy C2020: Grading, effective July 1, 2009, as recommended by the Academic Policies Committee (7 April 2009).  
Carried (3 opposed, 1 abstention)

AGC 07-05-26-2009  
Moved by Denise Roy, seconded by Susan Mehsuria  
THAT Academic Governance Council approve the revised Principles for the Academic Schedule as presented.  
Carried (1 opposed)

9.4 Admissions and Selections Committee

9.4.1 Global Changes to Admission Criteria  
Stefanie Ivan referred to the information on global changes to Admissions and Selections Criteria in the AGC meeting package.

9.4.2 Disabilities Studies: Leadership and Community Admission Criteria  
Stefanie Ivan presented the Disabilities Studies information item to the AGC. Denise Roy had a question regarding regular admission where the criteria covered high school diploma or equivalent, she wondered why it did not specify group A and group B courses because there had been a move toward this grouping recently. Stefanie replied that this was reviewed with the program, and it was felt that there was no need to change that for this program.

9.4.3 Legal Assistant Diploma Program Admission Criteria  
The item as presented by Stefanie Ivan covered revisions to the Admission Criteria to the Legal Assistant Program. Brendon Legault asked about the decision to eliminate the courses in Other Admission Criteria, which could be useful for incoming students. Stefanie replied that the Admissions and Selections Committee has been giving very careful review to only including bona fide criteria in the Admission Criteria for programs.

AGC 08-05-26-2009  
Moved by Adam Filiatreault, seconded by Chris Hancock  
THAT Academic Governance Council approve the changes to the admission criteria for the Legal Assistant Program, effective for the Fall 2010 intake of the program, as recommended by the Admissions and Selections Committee (April 22, 2009).  
Carried

9.4.4 Bachelor of Science Admission Criteria  
Stefanie Ivan noted that Barbara Megaj is Chair (not the Acting Chair, as noted in documentation submitted). Stefanie outlined two main changes to the criteria. The first change is to the probationary admission category, to make it clear to applicants the requirements to be accepted into the program. Second, the program is recommending removing the clause regarding two unsatisfactory records for admission as it was a vestige of the University Transfer program, and that it is no longer required as it is covered by degree requirements.

Kevin Hood suggested revising the wording of the Probationary Admissions category, to make it clearer that the required coursework applies only to students in this category of Admission. Stefanie agreed that this would be reviewed to ensure that the published version would be more clearly worded.
Moved by Lucio Gelmini, seconded by Brendon Legault THAT Academic Governance Council approve the changes to the admission criteria for the Bachelor of Science Program, effective for the Fall 2010 intake of the program, as recommended by the Admissions and Selections Committee (April 22, 2009).

AGC 09-05-26-2009
Moved by Lucio Gelmini, seconded by Brendon Legault THAT Academic Governance Council approve the changes to the admission criteria for the Bachelor of Science Program, effective for the Fall 2010 intake of the program, as recommended by the Admissions and Selections Committee (April 22, 2009). Carried

9.4.5 Bachelor of Arts Admission Criteria
Stefanie Ivan explained that the revisions to these admission criteria were the same as the Bachelor of Science.

AGC 10-05-26-2009
Moved by Whitney McLeod, seconded by Alan Knowles THAT Academic Governance Council approve the changes to the admission criteria for the Bachelor of Arts Program, effective for the Fall 2010 intake of the program, as recommended by the Admissions and Selections Committee (April 22, 2009). Carried

9.5 MacEwan Curriculum Committee
9.5.1 Cardiac Nursing Post-Diploma Certificate – New Program Proposal
Davar Rezania presented the Cardiac Nursing Post-Diploma Certificate in Nursing, as approved by MCC. He noted that this new Nursing Program was developed for those students who already have a nursing diploma or degree.

AGC 11-05-26-2009
Moved by Kevin Hood, seconded by Alice Nycholat THAT Academic Governance Council approve the Cardiac Nursing Post-Diploma Certificate Program as recommended by the MacEwan Curriculum Committee on April 20, 2009 and to forward the recommendation to the Board of Governors. Carried

9.5.2 Arts and Cultural Management Diploma Program – New Program Proposal
Davar Rezania presented the new program proposal for the Arts and Cultural Management Diploma. This program required major revisions by MCC which were undertaken and approved by MCC. Whitney McLeod asked whether this proposal was based on 2010/11 intake. Denise Roy confirmed that this was the planning as the proposal was developed, and is dependent on approval processes and funding. Whitney then asked about the existing Arts and Cultural Management certificate. Denise replied that the current certificate is 40 credits in length, so with the introduction of the new 60 credit diploma, there is an option for students to leave the certificate program after 30 credits, or continue to diploma completion.

AGC 12-05-26-2009
Moved by Lucille Mazo, seconded by Allan Gilliland THAT Academic Governance Council approve the Arts and Cultural Management Diploma Program as recommended by the MacEwan Curriculum Committee on May 4, 2009 and to forward the recommendation to the Board of Governors. Carried

9.5.3 Human Resources Management Diploma Program – Program Change
Davar Rezania presented the Human Resources Management Diploma Program as approved by MCC. Chris Hancock asked how many program graduates receive their CHRP (Certified Human Resources Professional) designation. David Parkes explained that the
designation process takes at least a year after graduation and so it is difficult to track or estimate, but that the program is aware of graduates who were successful in their CHRP application.

AGC 13-05-26-2009
Moved by Chris Hancock, seconded by Lucille Mazo THAT Academic Governance Council approve the curriculum changes to the Human Resources Management Certificate/Diploma Program of Study as recommended by the MacEwan Curriculum Committee (April 20, 2009), effective September 1, 2010.

Carried

9.5.4 Public Relations Diploma Program – Program Change
Davar explained the process that the Public Relations Diploma program change proposal had gone through, that the change had been initiated by a program review after which it was decided that the previous curriculum was not fulfilling the needs of various stakeholders.

Adam Filiatreault made a recommendation regarding comments about program length. He acknowledged that lengthening the program of study may not be feasible at this time, but he felt that it would be beneficial to eventually expand the program with different electives from the School of Business and other faculties/schools, eventually taking the form of an extra semester, to give public relations students a depth of knowledge sometimes required in their field. In response to this, the AGC was informed that there were a number of elements that were used to guide the compilation of the proposed curriculum changes: consultations with faculty and with program students and graduates, professional associations, a report by the Commission on Public Relations Education. The program is designed to provide essential, entry-level skills in the public relations field. Lucille Mazo felt that the liaison between the PR program and the Professional Writing course represents good connections that can take place between programs.

AGC 14-05-26-2009
Moved by Mark Arnison, seconded by Elsie Elford THAT Academic Governance Council approve the curriculum changes to the Public Relations Diploma Program of Study as recommended by the MacEwan Curriculum Committee (April 20, 2009), effective September 1, 2010.

Carried

9.5.5 Management Studies – Ukraine Diploma Program – Program Change
Davar Rezania explained that this is a Management Studies program offered in the Ukraine. There have been some changes to the program in Edmonton which have not been reflected in the Ukraine program, as well as requests from the Ukraine program for more flexibility.

AGC 15-05-26-2009
Moved by Lucio Gelmini, seconded by Rafat Alam THAT Academic Governance Council approve the curriculum changes to the Management Studies Diploma – Ukraine Program of Study as recommended by the MacEwan Curriculum Committee (May 4, 2009), effective for the 2010-2011 academic year.

Carried

9.6 Student Services Policies Committee
9.6.1 E Policies for Academic Governance Council’s Information
Stefanie Ivan presented the following four E Policies for AGC’s information. Stefanie explained that these policies were approved by the Board of Governors and coming forward
to the AGC for information:

- E3001: Student Government
- E3206: Recognition for Participation in Student Life and Student Government
- E6030: Distinguished Alumni Award
- E6035: Alumni Relations and Services

9.6.2 E3305: Student Exchanges
Retirement of this policy recommended by SSPC (with approval of C2040: International Study).

AGC 16-05-26-2009
Moved by Kevin Hood, seconded by Cathryn Heslep THAT Academic Governance Council recommend the retirement of E3305: Student Exchanges effective July 1, 2009, as recommended by Student Services Policy Committee.

Carried

9.7 Distance and Distributed Education Committee
9.7.1 Annual Report
Joanne Kemp, DDE Committee Chair, presented the Committee’s annual report for 2008/09 to the AGC. Lucille Mazo noticed under the Faculty section of the report, she did not see anything that addressed a standard approach to faculty remuneration for online instruction. Joanne explained that it was not within the scope or terms of reference of the DDE to deal with online instruction remuneration.

AGC 17-05-26-2009
Moved by Whitney McLeod, seconded by Sharon Bookhalter THAT Academic Governance Council accept for information the 2008-09 Annual Report of the Distance and Distributed Education Committee as presented.

Carried

10.0 Business Arising (Amended agenda item)
As a follow up to the April AGC meeting, regarding the scheduling of fire drills, Brent Quinton noted that he has consulted with the Edmonton Fire Department and that while it is not best practice to schedule the exact date of fire drills, it was agreed to schedule fire drills at least disruptive times as well as let faculty know approximate times in order to avoid too much disruption to required course activities and midterm examinations.

11.0 Other Business
11.1 Presentation: eLearning Strategic Plan presented by Joanne Kemp, Director, Learning and Instructional Services
Joanne Kemp related the creation and scope of the eLearning Strategic Plan (eLSP) to the AGC members. She informed Council that the Plan included 47 recommendations that were grouped into 17 key areas. Joanne explained that the report is being used to developed an overall strategy for online/distance learning and support. Joanne noted that the eLSP provides a very good overview of the state of distance and distributed education at MacEwan, with a particular focus on online education for distance and on-campus students. She noted that some of the recommendations were exploratory in nature as it was difficult to come to a consensus for some issues.

Alan Knowles inquired about the position of coordinator of eLearning and Instructional Technology. Joanne replied that Grant Wilson had been the coordinator, but that he has now moved to the Faculty Commons; Kari Wadingham is in IMD, but there is currently no coordinator for eLearning. Chris Hancock mentioned that a new
Chair for the Committee will be needed in light of Joanne’s forthcoming retirement on July 7, 2009.

12.0 Question Period

Chris Hancock wondered what steps have been taken in response to the faculty evaluation coordinator position vacancy. Janet Paterson-Weir replied that the Director of Faculty Commons is ensuring that the work required of the position is currently being undertaken.

Barry Boroditsky requested that at the next AGC meeting an ambient microphone be available in the meeting space to better pick up what members are saying.

Stefanie Ivan reminded Council that convocation is set for June 18 and 19 at the Winspear Centre. Anyone wishing to attend are to contact the Registrar’s Office for more information.

13.0 Future Agenda Items

The following items were noted as forthcoming for the next meeting (as of May 22):

- Educational Goals (MCC)
- International Education Agreements (APC)
- E Policies (SSPC)
- Strategic Planning and Resource Advisory Committee: Terms of Reference

14.0 Next Meeting - Tuesday, June 16, 2009, 1:00 – 4:00 p.m., 7-146/7-187 City Centre Campus.

15.0 The meeting was adjourned at 8:33 pm.