### Minutes of the Academic Governance Council

**Date:** Tuesday, January 25, 2011  
**Location:** Room 9-102, City Centre Campus  
**Institution:** Grant MacEwan University  
**City:** Edmonton, Alberta

**Chair:** Janet Paterson-Weir  
**Vice-Chair:** Ron Meleshko

**Members Present:**
- Rafat Alam  
- Cristina Anton  
- Leslie Blyth  
- Barbara Brady-Fryer  
- Barry Boroditsky  
- Paul Byrne  
- Moonfyre Cardinal  
- Linda Cook  
- Teresa Costouros  
- Elsie Elford  
- Craig Gnauck  
- Chris Hancock  
- Gerard Bellefeuille  
- Sharon Bookhalter  
- Alan Gilliland  
- Susan May  
- John-Paul Hermano  
- David Higgins  
- Kevin Hood  
- Travis Huckell  
- Robert Irwin  
- Shahidul Islam  
- Mark Jacober  
- Alan Knowles  
- Joseph Kubelka  
- Lucille Mazo  
- Debbie McGugan  
- Willow MacLeod  
- Susan Mehsuria  
- Joanne Minaker  
- Agnes Mitchell

**Regrets:**
- Gerard Bellefeuille  
- Sharon Bookhalter  
- Alan Gilliland  
- Willow MacLeod  
- Joanne Minaker  
- Agnes Mitchell

**Presenters:**
- Davar Rezania, Chair, MacEwan Curriculum Committee  
- Susan May, Chair, Academic Policies Committee  
- David Patterson, Co-Chair, Strategic and Resource Planning Advisory Committee  
- Alan Vladicka, Co-Chair, Strategic and Resource Planning Advisory Committee  
- Executive Director, Institutional & Research Planning  
- Joan Patrick, Chair, Faculty Development Committee  
- Rodney Schmaltz, Chair, Research Ethics Board  
- Melike Schalomon, Chair, Animal Care and Ethics Committee  
- Peter Vogels, Chair, Academic Vision Steering Committee  
- David Buchanan, Chair, Sustainability Advisory Committee  
- Dana Schmidt, Sustainability Officer

**AGC Secretariat:**
- Peter Geller  
- Kim Warkentine (Recorder)

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**1.0 Call to Order**

The meeting was called to order at 5:50 p.m. The Chair welcomed new Centre for the Arts and Communications student member Moonfyre Cardinal.

**2.0 Approval of Agenda/Consent Agenda**

The following items were approved on the consent agenda:

- 2.1 AGC Meeting Minutes: November 16, 2010  
- 2.2 Executive Committee Minutes: October 25, 2010  
- 2.3 Policy E1010: Academic Calendar  
- 2.4 Student Services Policy Taxonomy
Moved by J.P. Hermano, seconded by M. Stock THAT Academic Governance Council approve the agenda for January 25, 2011 and the items on the consent agenda as presented in Item 2.0.

Carried

3.0 Board of Governors Report and Report of the President
Paul Byrne, President and CEO of Grant MacEwan University reported on the following items:

- Discussion continues on guidelines for Campus Alberta, in terms of a framework for post-secondary institutions to work together on issues such as student mobility and common service issues. MacEwan signed agreements with Olds College (September 20, 2010) and Grand Prairie Regional College (December 10, 2010) to expand degree opportunities for students.
- With the terms of Harold Kingston and Gaye Sydenham ending, there are two vacancies on the Board of Governors.
- Regarding funding from the Government of Alberta, there is no expectation of an increase of operating grants for the upcoming year.

4.0 Report of the Provost and Executive Vice President Academic
Janet Paterson-Weir, Provost and Executive Vice President Academic, reported on the following items:

- The 54 recipients of the interim title of Assistant Professor were acknowledged, the culmination of the work of the Ad Hoc Committee on Faculty Standards and AGC’s decisions last May and June. A full list of newly approved Assistant Professors is provided in Appendix A.
- The Canadian Council on Animal Care site visit took place on January 18, 2011 in relation to MacEwan’s application. Thanks were extended to Susan May, Melike Schalomon and all those who assisted in the preparations for the site visit.
- Council was reminded that Global Awareness Week events would be taking place from January 31 to February 4, 2011.
- The 2011 Academic Affairs Update will be held May 5 and Academic Policy Forum will be held on May 10.

5.0 Committee Reports

5.1 Nominations Committee
5.1.1 Research Council Nominations
As a result of a call for nominations for two faculty vacancies on the Research Council, one was received (from the Faculty of Arts and Science) with one vacancy remaining (for the Centre for the Arts and Communications). Chris Hancock, Chair of the Nominations Committee, presented for AGC approval the nomination of William Thompson, Instructor, Faculty of Arts and Science to Research Council.

C. Hancock, presented the student nominee for Academic Policy Committee, Jed Johns, Faculty of Arts and Science.


Carried

5.2 MacEwan Curriculum Committee
5.2.1 Program Suspensions: Journalism Diploma; Bachelor of Applied Communications in Professional Writing Program and the Diploma in Professional Writing Program
Davar Rezania, Chair of the MacEwan Curriculum Committee, presented the following program suspensions for AGC approval:
- Journalism Diploma program
- Bachelor of Applied Communications in Professional Writing program
- Diploma in Professional Writing program

It was noted that these programs were being suspended in accordance with the proposal for the new Bachelor of Communication Studies (which was approved by the Minister of Advanced Education and Technology and would begin in September 2011). It was further noted that all students who would be affected by these program suspensions would be notified and courses would be offered where required. In response to a question regarding the possible substitution of courses to accommodate student completion of the program, it was confirmed that the required courses would be offered according to the timetable in the proposal, but in the case of individual students who are missing a course or two after the program is suspended substitute courses would be considered.

AGC-03-01-25-2011
Moved by E. Elford, seconded by C. Anton:
1. That Academic Governance Council approve the suspension of the Journalism diploma program effective September 1, 2011, as recommended by the MacEwan Curriculum Committee as presented in Agenda Item 5.2.1; and

2. That Academic Governance Council approve the suspension of the Bachelor of Applied Communications in Professional Writing and the Diploma in Professional Writing program effective September 1, 2011, as recommended by the MacEwan Curriculum Committee as presented in Agenda Item 5.2.1.

Carried

5.2.2 Terms of Reference
Davar Rezania, Chair of the MacEwan Curriculum Committee (MCC), presented the Committee’s revised Terms of Reference for Council’s approval. The Chair noted that the revised “Significant Program Changes,” which is part of the MCC Handbook was included for Council’s information. This was the first time the MCC Terms of Reference were being presented to AGC as MCC had been operating with Terms of Reference which were approved prior to the establishment of AGC.

In response to a question regarding the Committee composition (4.1a of the Terms of Reference), it was noted that the reason that MCC has at least two program Chairs in its membership is because much of the Committee’s work is related to program of study, and has a component of peer review, where program Chairs present curriculum changes. Thus, by having at least two program Chairs on the Committee different perspectives are considered (e.g. deans, Chairs, faculty, students).

A general request was made that committees reconsider the need for equal representation from each Faculty and School since some areas are much larger than others, and it is difficult to get the required numbers of members from some areas.

AGC-04-01-25-2011
Moved by R. McQuatt, seconded by C. Gnauck THAT Academic Governance Council approve the MacEwan Curriculum Committee Terms of Reference as presented in Agenda Item 5.2.2.

Carried
5.3 Academic Policies Committee

5.3.1 Policy C2070: Academic Standing
Susan May, Chair of the Academic Policies Committee, presented for approval the revised policy C2070: Academic Standing. It was explained that the revisions came out of a review of policies in light of the Enterprise Resource Planning (ERP) project requirements. Due to the changeover of information management systems from Datatel to Peoplesoft, there are no longer restrictions requiring that academic standing be assessed only once a year.

The following amendment was requested: that 4.38 be deleted due to redundancy.

AGC-05-01-25-2011
Moved by C. Heslop, seconded by K. Hood THAT Academic Governance Council approve the revised Policy C2070: Academic Standing, effective April 1, 2011, as recommended by the Academic Policies Committee (December 7, 2010) as amended in Agenda Item 5.3.1. 
Carried

5.3.2 Policy C2060: Work Integrated Learning
Susan May, Chair of the Academic Policies Committee, presented for approval revised policy C2060: Work Integrated Learning, which was part of the policy’s five year review cycle. S. May extended thanks to the Workplace Learning Committee and Workplace Learning Coordinator for their review of the policy. It was also noted that MacEwan’s legal counsel reviewed the policy. The following points were noted:

- 4.2.1 regarding student placement agreement: the decision was made to use the agreements whenever possible and implement incrementally.
- 4.2.8 regarding a documented process when access to placement is denied: this was significant as it brings the policy in line with Duty to Accommodate legislation.

AGC-06-01-25-2011
Moved by R. Shaw, seconded by P. Byrne THAT Academic Governance Council approve the revised Policy C2060: Work Integrated Learning, effective September 1, 2011, as recommended by the Academic Policies Committee (December 7, 2010) as presented in Agenda Item 5.3.2. 
Carried

5.4 Strategic and Resource Planning Advisory Committee

5.4.1 University Goals and Priority Objectives, 2011/12 to 2013/14
Alan Vladicka and David Patterson, Co-Chairs of the Strategic and Resource Planning Advisory Committee, presented the University Goals and Priority Objectives, 2011/12 to 2013/14 for decision. The submission from the Committee includes suggestions for specific revisions to the draft objectives as well as some observations and implementation considerations. Slightly different terminology regarding the planning process is used from previous years due to new requirements of the Ministry of Advanced Education and Technology. Goal 3, on organizational development, was added in part due to AGC’s recommendations from last academic year. In undertaking its work, the Committee reviewed strategic plans at other Canadian and international institutions.

The following points were noted by AGC members:
- In regards to the Committee’s observations regarding Objective 2.2: Increase research capacity, it was noted that MacEwan does in fact receive funding for research
- In response to a question regarding whether the draft goals are listed in priority order, it was noted that goals are not prioritized, but do proceed logically beginning with the academic goals.
- Recommendations for revised Objective 4.4: that the last point of be reworded for clarity regarding the central role of faculty in student success.
Note: the revised version of Objective 4.4 reads: “Develop and implement program-specific and institution-wide initiatives to support student learning and academic success which recognize the diversity of our students and the central role of faculty in the student learning experience.”

AGC-07-01-25-2011
Moved by J.P. Hermano, seconded by S. Islam THAT Academic Governance Council endorse the recommendations of the Strategic and Resource Planning Advisory Committee as outlined in Agenda Item 5.4.1 with revisions to Objective 4.4.
P. Byrne’s abstention was noted. Carried

5.5 Ad Hoc Committee on Faculty/School Councils
5.5.1 Interim Report
Rafat Alam and Lucille Mazo, Co-Chairs of the Ad Hoc Committee on Faculty/School Councils, presented the Committee’s interim report for information. Regarding the Committee’s work to date, the following points were noted:
- Interviews were conducted in November by an external education consultant on behalf of the Committee. The interviewees included four deans, ten program Chairs, and a student. The results of these interviews indicated general support for Faculty/School councils in future.
- The Committee has considered how the Faculty/School Council structure would fit with the current governance structure at MacEwan. In particular, consideration is being given as how to ensure that Councils would not act merely as an additional layer of bureaucracy and that academic decision-making is effective and responsive.
- The Committee is undertaking a mapping of the current committee governance structure at MacEwan to see how it all relates and where there is or would be overlap.
- In response to a question regarding AGC’s committee structure, this is not really the mandate of the Committee, although some observations may be forwarded to AGC.

The Committee will be presenting a follow-up report to AGC in spring 2011.

5.6 Faculty Development Committee
5.6.1 Annual Report and Work Plan
Joan Patrick, Chair of the Faculty Development Committee, presented the Committee’s Annual Report and Work Plan for information.

AGC-08-01-25-2011
Moved by C. Hancock, seconded by L. Cook THAT Academic Governance Council accept for information the 2009-2010 Annual Report and 2010-2011 Work Plan of the Faculty Development Committee as presented in Agenda Item 5.6.1. Carried

5.7 Research Ethics Board
5.7.1 Annual Report and Work Plan
Rodney Schmaltz, Chair of the Research Ethics Board (REB), presented the REB’s Annual Report and Work Plan for information. The following points were noted:
- The REB reviewed 75 applications this year.
- Dr. Paddi O’Hara gave a guest lecture to the REB on best practices in research ethics review and an update on national issues related to human research ethics.
- A new version of the Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans came out in December 2010. This will inform the revision of Policy C5052: Ethical Review of Research with Human Participants.
Moved by D. Roy, seconded by C. Anton THAT Academic Governance Council accept for information the Research Ethics Board Annual Report for 2009-2010 and Work Plan for 2010-2011 as presented in Agenda Item 5.7.1.

Carried

5.8 Animal Care and Ethics Committee
5.8.1 Annual Report and Work Plan
Melike Schalomon, Chair of the Animal Care and Ethics Committee, presented the Committee’s Annual Report and Work Plan for information. The following points were noted:

- The Committee’s review included three research proposals and one for using animals in teaching. All of these were from the Psychology Department.
- The Committee hired an ethics coordinator to support the Committee’s work.
- The Committee contracted with a consultant to help prepare for the Canadian Council on Animal Care (CCAC) application, and hired a consulting veterinarian for 24 hour emergency response.

The CCAC application process was a significant task for the Committee. After the CCAC’s orientation visit in December 2009, a full application was subsequently submitted in Fall 2010 by the Committee to the CCAC. In January 2011 the CCAC made a site visit. Recommendations are forthcoming and MacEwan will have six months to respond.

Moved by B. Boroditsky, seconded by J. Moore THAT Academic Governance Council accept for information the 2009-10 Annual Report and the 2010-11 Work Plan of the Animal Care and Ethics Committee as presented in Agenda Item 5.8.1.

Carried

6.0 Other Business

6.1 Academic Vision Steering Committee
6.1.1 MacEwan in 2020: Our Vision
Peter Vogels, Chair of the Academic Vision Steering Committee, and Alan Vladicka, Executive Director of Institutional and Research Planning, presented the results of the Committee’s work in drafting a new vision statement, MacEwan in 2020: Our Vision. The process included forums, e-mail direct input, and reviewing program vision statements followed by a drafting process.

Discussion included:

- Wording surrounding the activities of teaching and learning compared to that of research
- Meaning of “community” and “diversity”

It was noted by P. Vogels and A. Vladicka that two revisions would be made to the vision statement, as follows:

- reference to the single sustainable campus to be included
- “academic institutions” to be added to the list of the university’s linkages in the Learning Culture section.
In addition, it was recommended by AGC that the third sentence of the vision statement be revised to “Drawing on the inspiration of its namesake, MacEwan will be a leader in sustainability,” as removing the word “environment” recognizes that there are many different types of sustainability.

AGC-11-01-25-2011
Moved by T. Costouros, seconded by R. McQuatt THAT Academic Governance Council endorse the University vision statement as developed by the Academic Vision Steering Committee and recommend its adoption to the Board of Governors with the noted revisions (addition of reference to single sustainable campus; addition of “academic institutions;” and deletion of “environment”).

Carried

6.2 Presentation: Sustainability and the University
Dave Buchanan, Chair of the Sustainability Advisory Committee, and Dana Schmidt, Sustainability Officer presented “Sustainability and the University” for information. The presentation included the following points:

- According to MacEwan policy D6000: “Sustainability is the practice of managing human and ecological systems in accordance with our global responsibility to conserve and restore the environment while advancing social equity.”
- Sustainability at MacEwan includes the following “bottom line” thinking: financial, environmental and social.
- MacEwan is a signatory of the Talloires Declaration and is a member of Association for the Advancement of Sustainability in Higher Education (AASHE).
- In 2010 MacEwan completed the following sustainability initiatives: a greenhouse gas emissions inventory, surplus computers were redeployed, lighting fixtures were retrofitted.
- University Service Centre received LEED silver.
- Examples were provided of initiatives in education for sustainable development from MacEwan and other universities.

7.0 Question Period
It was requested that the AGC Secretariat improve the formatting of the electronic version of the AGC meeting materials to ensure ease of use and consistent legibility.

8.0 Future Agenda Items/Next Meeting – March 15, 2011, Room 105, South Campus

9.0 The meeting was adjourned at 8:45 P.M.
The following faculty are approved for the title of Assistant Professor (December 14, 2010):

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