1.0 Call to Order
The meeting was called to order at 1:00 p.m. The Chair of AGC acknowledged out-going AGC members and thanked them for their contribution to academic governance at MacEwan.

2.0 Approval of Agenda/Consent Agenda
The following items were approved on the consent agenda:

- 2.1 AGC Meeting Minutes: May 24, 2011
- 2.2 Executive Committee Minutes: May 6, 2011

It was requested that item 2.3 Nominations Committee Report: Student Members for AGC Committees be moved from the consent agenda to the main agenda for revision.

AGC-01-06-13-2011
Moved by B. Brady-Fryer, seconded by L. Blyth THAT Academic Governance Council approve the agenda for June 13, 2011 and the items on the consent agenda as amended.

Carried
2.3 Nominations Committee Report: Student Members for AGC Committees
It was requested that the slate of nominees for MacEwan International Council (MIC) be amended to replace Eyobe Melketsadik (Students’ Association (SA) President) with Siao Yong (SA VP Campus Life) as the MIC is part of the SA VP Campus Life portfolio.

AGC-02-06-13-2011
Moved by D. Drohan, seconded by C. Hancock THAT Academic Governance Council elect the student nominees for Academic Policies Committee, Admissions and Selections Committee, Distance and Distributed Education Committee, Faculty Evaluation Committee, MacEwan Curriculum Committee, MacEwan International Council, Strategic and Resource Planning Advisory Committee, Student Success Committee, and Student Services Policy Committee as amended in Consent Agenda Item 2.3.

Carried

3.0 Board of Governors Report and Report of the President
The Board report for May, 2011 was included in the June 13, 2011 AGC meeting package.

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 29 recipients of the interim title of Assistant Professor, as approved April 29, 2011, were acknowledged. A full list of new Assistant Professors is provided in Appendix A.
- An update was given regarding the Bachelor of Commerce – Human Resources Management Major and the Marketing Major (motion: AGC-07-04-26-2011). A letter was received from the Ministry of Advanced Education and Technology that the majors will be undergoing a Systems Coordination Review.
- The Bachelor of Psychiatric Nursing proposal (motion: AGC-07-05-24-2011) has been submitted to the Board of Governors prior to submission of the proposal to the Minister of Advanced Education and Technology.
- The Bachelor of Music in Jazz and Contemporary Popular Music will be launched Fall 2011 at Centre for the Arts and Communications (CFAC). Renovations will be undertaken at CFAC to accommodate the architectural and acoustic requirements of the Bachelor of Music and the Music Diploma program.
- Plans are underway to move the Bachelor of Communication Studies to City Centre Campus for Fall 2012.

5.0 Committee Reports
5.1 Ad Hoc Committee on Faculty/School Councils
5.1.1 Recommendations on Faculty/School Councils
Rafat Alam and Lucille Mazo, Co-Chairs of the Ad Hoc Committee on Faculty/School Councils (AHC F/SC) presented for approval the revised recommendations on Faculty/School Councils. The Co-Chairs acknowledged the work of the Committee members. In response to the feedback received at the May 24, 2011 AGC meeting, the following points were noted:
- Membership was revised from elected to all probationary and continuing faculty members of the Faculty/School.
- Librarian or other Professional Resource Faculty remains included on Councils as this is commonly found in other universities’ Faculty councils, and it reflects AGC’s composition.
- The dean as Chair, and an elected Vice-Chair remain as presented at the May 24 AGC meeting for consistency.
- Quorum was not designated. It was agreed that this would be decided by Faculties/Schools as the number of faculty members varies considerably from one Faculty/School to another.
- The minimum frequency of meetings was specified to be consistent with other universities.
Moved by B. Brady-Fryer, seconded by B. Boroditsky THAT Academic Governance Council approve the Recommendations for Faculty/School Councils for Grant MacEwan University as presented in Attachment 1 of Agenda Item 5.1.1.

Carried

5.2 Executive Committee
5.2.1 Review Task Team
Janet Paterson-Weir, Chair of the Executive Committee, presented the Review Task Team for decision. This served as follow-up to the May 24 AGC discussion (motion: AGC-02-05-24-2011). Executive Committee met on May 31 to discuss establishing a Review Task Team for focused review of the impacts of recommendations from the AHC F/SC, including impacts on AGC, AGC committee structure, and Bylaws.

It was noted that the composition of the Task Team includes an additional current AGC member. Nominations were requested from the floor. Lucille Mazo, instructor, School of Communications, Professional Writing, Centre for the Arts and Communications, was elected.

Moved by T. Costouros, seconded by C. Gnauck THAT Academic Governance Council approve the Mandate and Composition for the Review Task Team as presented in Agenda Item 5.2.1.

Carried

5.3 MacEwan Curriculum Committee
5.3.1 Special Needs Educational Assistant Certificate Program Change
Davar Rezania, Chair of the MacEwan Curriculum Committee, presented the recommendation from MCC to approve the proposal for the Special Needs Educational Assistant Certificate program change.

Moved by E. Elford, seconded by L. Mazo THAT Academic Governance Council approve curriculum changes to the Special Needs Educational Assistant certificate program effective September 1, 2012, as recommended by the MacEwan Curriculum Committee (16 May 2011) as presented in Agenda Item 5.3.1.

Carried

5.3.2 Accounting and Strategic Measurement Diploma Program Change
Davar Rezania, Chair of the MacEwan Curriculum Committee, presented the recommendation from MCC to approve the proposal for the Accounting and Strategic Measurement Diploma Program Change.

Moved by T. Costouros, seconded by L. Mazo THAT Academic Governance Council approve curriculum changes to the Accounting and Strategic Measurement diploma program, including corresponding changes to the Accounting Technology certificate program effective September 1, 2012, as recommended by the MacEwan Curriculum Committee (16 May 2011) as presented in Agenda Item 5.3.2.

Carried
5.4 Faculty Standards Committee
5.4.1 Committee Interim Report
Susan May, Chair of the Faculty Standards Committee, presented the Committee's Interim Report for information. The report reflects the Committee's understanding of its work toward developing a titling model for MacEwan. Components of this model include three different streams (tripartite, bipartite, Librarian/Counsellor). S. May thanked the Committee members for their work.

The following points arose during discussion:

- Bipartite stream is still under discussion; as it is not as common as tripartite among other universities, the nomenclature is still being researched and discussed. The Committee is working towards finding a balance between externally recognized titles and what is appropriate for MacEwan.
- In response to a question regarding the scope of the Committee’s research, it was noted that most of the examples have been from Canada, but there have been some examples from the United States and overseas.
- It was noted that in the general principles for Proposed Standards for Tripartite Faculty at MacEwan (Appendix 5), “Exceptional contributions in either teaching or scholarly activity may compensate for lesser involvement in another area provided that performance in all three areas is excellent” did not seem to place an emphasis on teaching. It was noted that this has been an area of discussion by the Committee, and that the inclusion of this statement in this draft is consistent with standards at other universities.
- Regarding what would be involved in “external peer review” for progression to Associate Professor and Professor it was noted that the Committee had not discussed this in detail. External review would be especially important for the university at this stage as we are beginning without Associate Professors and Professors who have progressed through the ranks.

5.5 Student Success Committee
5.5.1 Annual Report
Karen Heslop, Co-Chair of the Student Success Committee, presented the 2010-2011 Annual Report of the Student Success Committee. It was noted that the Committee would be submitting a work plan following an examination of its structure and focus in Fall 2011.

The following Committee work was highlighted:

- Committee Working Groups included Aboriginal Learners, Academic Advising, Faculty Student Issues, and First Year Experience/Student Engagement.
- Emphasis was made this year on focusing on students who are flourishing at MacEwan.
- The Student Mentoring and Student Ambassador programs were noted.
- The Committee has been working on capturing activities across the university and compiling into a comprehensive package.
- Preliminary steps have been made to compile an e-book of the work faculty have done to help student success in their own fields.

AGC-07-05-24-2011
Moved by C. Heslep, seconded by D. Drohan THAT Academic Governance Council accept for information the 2010-11 Annual Report of the Student Success Committee as set forth in Agenda Item 5.5.1.

Carried
5.6 Technology Council
5.6.1 Annual Report
John McGrath, Chair of the Technology Council, presented the 2010-2011 Annual Report of the Technology Council. It was noted that this would be the final Annual Report from the Council as a proposal was being brought forward to reform the Council as the Information and Technology Management Committee.

The following Council work was highlighted:

- Three strategic issues were dealt with this year:
  - Learning Systems – Technology Road Map
  - Enterprise Resource Planning Renewal (Project Phoenix)
  - Information and Technology Management Control Frame Work Project
- Open Journal System (OJS): has been opened up as a pilot project with the Library and now there are two areas using OJS to begin publishing e-journals.

An AGC member noted students have found it easier to use the redesigned University website.

AGC-08-05-24-2011
Moved by D. McGugan, seconded by D. Drohan THAT Academic Governance Council accepts for information the 2010/2011 Technology Council Annual Report as presented in Agenda Item 5.6.1.

Carried

5.6.2 ITM Committee Terms of Reference
John McGrath, Chair of the Technology Council, presented the Information and Technology Management (ITM) Committee’s Terms of Reference. It was explained that ITM is a reconfiguration of Technology Council. This reflects best practices in ITM governance and incorporates the results of the ITM Governance Project undertaken by Alberta Education and Technology and post-secondary institutions across Alberta. Regarding membership and composition, it was noted that faculty participation is critical.

In order to clarify that the ITM Committee is a subcommittee of AGC (as was Technology Council), the Terms of Reference were amended to include “The Committee is a Sub-Committee of Academic Governance Council” (3.2).

Moved by L. Blyth, D. Higgins THAT Academic Governance Council approves the Terms of Reference of the Information and Technology Management (ITM) Committee as amended in Agenda Item 5.6.2.

Carried

6.0 Other Business
6.1 Presentation: Copyright Guidelines
Brent Quinton, Vice President University Services, presented for AGC’s information the university’s Copyright Guidelines, as approved by the Board of Governors. Access Copyright, a non-profit collective that collects and administers publishing royalties from the photocopying of copyrighted materials, had recently proposed a tariff for both print and digital works, as well as a significant increase in royalty payments. As MacEwan’s Access license agreement was set to expire December 31, 2010, it was decided not to renew due to the substantial increase in payments as well as the changes made to record keeping and reporting requirements.
The following steps have been taken to ensure faculty, students and staff avoid copyright infringement:

- Grant MacEwan University Fair Dealing Guidelines were developed and received legal review.
- MacEwan Copyright and Licensing Office is expanding to assist with licensing of works that require permission.
- Information sessions have been held to familiarize faculty with the Guidelines and to answer questions.
- Work has been done with the Library in addressing any impacts.
- Regarding online course development, providing links to documents rather than providing the documents themselves is one example of the solutions being used to avoid copyright infringement.

6.2 Presentation: ERP Implementation & Impact on Academic Policies & Processes

John McGrath, Chief Information Officer, and Stefanie Ivan, Associate Vice President Student Services, provided a presentation on ERP Implementation and Impact on Academic Policies and Processes and responded to questions from AGC.

The University has invested in Enterprise Resource Planning (ERP), including Campus Solutions, for the following reasons:

- The need for scalable technical solutions.
- MacEwan is facing a technology convergence.
- ERP implementation provides an opportunity for process review.

Four principles have guided the ERP project:

- Minimal customization
- Maintenance of data integrity
- Consistency
- Creating an authoritative source for data.

It was noted that this is an ongoing process with a direct linkage to AGC as required:

- Almost 60% of C Policies are in some way dependent on Campus Solutions
- Over 70% of E Policies are in some way dependent on student information systems
- 2 academic policies have been reviewed in light of the ERP project: C2070 (Academic Standing) and C5010 (Admissions).

Points arising during discussion included:

- The work of the academic advisors and the entire campus community during implementation was acknowledged; it was noted that this has been a university-wide endeavour.
- In response to a question regarding the roadmap for the next five to ten years, it was noted development has a circular life cycle, and includes upgrading to new versions; other possibilities include integration with other systems and “bolt ons” specifically for the University.
- In response to a question regarding the integration of scheduling software, it was noted that currently this is ongoing, and that the approach is status quo in terms of the university-wide approach to scheduling.
- In terms of what is working effectively and what is not, it was noted that the provision of feedback is built in, which allows for looking at ways to refine the processes.
- Regarding e-performance for academic staff, this is currently being piloted, and will basically involve moving existing processes to online mode.
- A future development goal is the development of a web-based catalogue of all course offerings, including scheduling information.
7.0 Question Period
The following was noted:
  ● Request to discuss academic scheduling principles and policy and its impact on academic activity.

8.0 Future Agenda Items/Next Meeting – October 11, 2011 – City Centre Campus

9.0 The meeting was adjourned at 4:05 P.M.