1.0 Call to Order
The meeting was called to order at 5:45 p.m. The Chair, on behalf of AGC, welcomed Kristen Stoik, new School of Business student member.

2.0 Approval of Agenda/Consent Agenda
The following items were approved on the consent agenda:
- 2.1 AGC Open Meeting Minutes: March 18, 2014
- 2.2 Executive Committee Minutes: April 10, 2014
- 2.3 Nominations Committee Report

Moved by M. Sekulic, seconded by D. Roy to approve the agenda for May 20, 2014 and the items on the consent agenda, as presented.

Carried

3.0 Board of Governors’ Report
David Atkinson, President of MacEwan University, noted that the Board of Governors’ Report was distributed with the AGC meeting package.

4.0 Report of the President
David Atkinson, President of MacEwan University, reported on the following items:
- MacEwan Day was celebrated on May 13, 2014. It may be moved to the Fall, so that more students are available to participate. AGC members commended the celebration and shuttle buses between campuses.
- Three new student members have been appointed by the Students Association of MacEwan University to fill the student vacancies on AGC for the remainder of the 2013-2014 terms, including: Kristen Stoik, School of Business; Brittany Pitruniak, Faculty of Fine Arts and Communications; and Ryan Roth, Faculty of Arts and Science.
D. Atkinson vacated the Chair, and Chris Hancock, Vice-Chair, assumed the Chair.

4.1 Draft Integrated Strategic Plan
David Atkinson, President of MacEwan University, presented the draft Integrated Strategic Plan 2014/2015 to 2018/2019 to AGC for recommendation to the Board of Governors for approval. Development of the draft Integrated Strategic Plan was informed by the extensive consultation that occurred in Fall 2013 and was structured around the strategic directions approved by the Board of Governors in December 2013. Feedback was also received from open forums held the week of April 7, 2014 and consultations with President's Group, Academic Planning and Priorities Committee, Students' Association of MacEwan University, the Strategic Planning Steering Committee, and at the Joint Board/AGC workshop held on April 24. The following points arose during discussion:

- **Strategic Direction A: Academic Programs and Learning Environment:** Why is there no strategy in this section regarding attracting/increasing the number of Aboriginal students?
  - While the University has not set a numeric target for increasing Aboriginal students, we are working towards it becoming more welcoming for Aboriginal students. It was also noted that this is covered in later sections.
- **Strategy A1 regarding aligning diploma programs with degrees:** It was suggested that there is still concern with this strategy from diploma and certificate program faculty. When will the detailed implementation plan for the Integrated Strategic Plan be prepared?
  - D. Atkinson clarified that the implementation plan is being developed, beginning with prioritization of the strategies. Because academic programming is a high priority, faculty will be consulted on how best to roll out this strategy.
- **Strategy A11 regarding expanding and enhancing opportunities for students:** It was requested that a strategy be included similar to A11, but regarding Work Integrated Learning: *Expand and enhance opportunities for Work-Integrated Learning for MacEwan University students.*
- **Strategic Direction B: An Integrated Knowledge Model, second last point under Success Indicators and Measures:** *An increase in the total number of faculty publications coauthored with students:* It was requested that the point be revised to: *An increase in faculty dissemination of scholarly activities, including those conducted in collaboration with students.*
- **Strategic Direction B, last point under Success Indicators and Measures:** *An increase in the number of faculty working in academic collaboration with international colleagues:* Is there a reason why collaboration with local and national colleagues was not included?
  - The Provost and Vice President Academic clarified that international collaboration means collaboration outside of Canada. Since local and national collaborations are already successfully in place, increased international collaborations are needed to enhance the activities and participation of faculty. He noted that the institution’s local reputation is driven as much by international as by national collaborations.
- **Strategy G1 regarding developing technology to better serve users:** It was requested a sentence be added at the end: *Regularly assess user experiences and satisfaction.*
- **Strategic Direction G: Information and Technology Management, under Success Indicators and Measures:** It was requested that a point be added after the first point: *Faculty use of technology for teaching and scholarship will be enhanced, and faculty satisfaction with technology support will be assessed.*

AGC requested that its comments be incorporated into the draft Integrated Strategic Plan 2014/2015 to 2018/2019 prior to being presented to the Board of Governors for approval.

**AGC-02-05-20-2014**
Moved by C. Gnauck, seconded by M. Milner to recommend to the Board of Governors to approve the Integrated Strategic Plan 2014/15 to 2018/19 (April 28, 2014), incorporating AGC’s comments as discussed in Agenda Item 4.1.

Carried

C. Hancock vacated the Chair, and D. Atkinson assumed the Chair.
5.0 Report of the Provost and Vice President Academic

John Corlett, Provost and Vice President Academic, provided an update on the following items:

- MacEwan University achieved its enrolment targets for Spring/Summer 2014.
- Canadian Council on Animal Care visited recently to assess treatment of animals within the Biology and Psychology departments, giving MacEwan University an outstanding report. J. Corlett thanked Research Services for their work.
- University Rank and Title Committee has begun assessment of applications for academic rank and title. The deadline for applications to be submitted for academic rank and title in 2014/2015 will be in October 2014, which is consistent with other universities’ timelines.
- A Sustainability 101 multidisciplinary course has been developed through the Office of Sustainability, in response to the inclusion of sustainability as one of the strategic pillars of the University. The course can be offered by all Faculties/Schools and provides an opportunity for team teaching and/or co-teaching between Faculties/Schools. It has been approved by all Faculty/School Councils and will next be presented to Academic Planning and Priorities Committee for approval, then to AGC for approval. The intent is to pilot the course in Fall 2014 and again in Winter 2015. Alternative delivery methods will be utilized to ensure students at all campuses have the opportunity to participate.

6.0 Committee Reports

6.1 Academic Policies Committee

6.1.1 Policy C1025: Course Outlines

Mark Arnison, Chair, Academic Policies Committee (APC), presented the revised policy C1025: Course Outlines, effective July 1, 2014, for approval. Revisions were a result of the Provost and Vice President Academic’s initiative from his October 2013 discussion paper “Academic Program and Course Approval at MacEwan University”. He noted that procedural information was moved to two procedure documents that describe the process for the approval of course outlines and the required elements of course outlines. The following points arose during discussion:

- A concern was expressed regarding the imposition of the restriction of master course syllabi on individual course outlines; however, AGC members agreed that the revised policy was an improvement.
- It was noted that AGC was being asked to approve policy C1025, not the elements and procedures documents. Concerns regarding the elements and procedures documents should be directed to the Provost and Vice President Academic.

AGC-03-05-20-2014

Moved by R. Meleshko, seconded by K. Friesen to approve the revisions to Policy C1025: Course Outlines, effective July 1, 2014, as recommended by Academic Policies Committee, as presented in Agenda Item 6.1.1. Carried

6.2 Academic Planning and Priorities Committee

6.2.1 Honours Designation

John Corlett, Chair, Academic Planning and Priorities Committee (APPC) presented a recommendation to create a framework for MacEwan University for an Honours designation in a degree with a major field, effective July 1, 2014, for approval. Upon approval by AGC, APPC will work with Academic Policies Committee to determine where to place and how to develop an Honours Designation policy. The following points arose during discussion:

- Will an Honours Designation policy provide clarity on the Bachelor of Arts with Honours designation instead of a Bachelor of Arts Honours degree?
  - Yes, this is consistent with the broad majority of institutions. Since it will not be implemented until the next academic year, Bachelor of Arts with Honours degrees will be conferred at Spring 2014 Convocation.

J. Corlett thanked Bob Graves, Peter Roccia, and Melike Schalomon, members of the APPC subcommittee, for their work on this item.
Moved by J. Corlett, seconded by A. Skye to approve the creation of a framework for the University for an Honours designation in a degree with a major field, effective July 1, 2014, as recommended by the Academic Planning and Priorities Committee (April 15, 2014), as presented in Agenda Item 6.2.1.

Carried

6.2.2 Changes to Bachelor of Science Program of Study
John Corlett, Chair, Academic Planning and Priorities Committee (APPC), presented revisions to the Bachelor of Science Program of Study, effective for 2015 intake, for approval. The following points arose during discussion of the proposed changes to core requirements of the Bachelor of Science program:

- Item 2. Social sciences core requirement, last sentence under Proposal, it states: PSYC 104, a science course, will be used to satisfy this requirement. It was requested that the word will be replaced by the word may.
  - It was noted that APPC had requested that the word may be used in the document, and this document did not reflect that change.

Moved by S. Mills, seconded by K. Stoik to amend Item 2: Social sciences core requirement, last sentence under Proposal, to state: PSYC 104, a science course, may be used to satisfy this requirement.

Carried

Moved by J. Corlett, seconded by R. Alam to approve changes to the Bachelor of Science Program of Study, effective for 2015 intake, as recommended by the Academic Planning and Priorities Committee (March 11 and April 15, 2014), as amended in Agenda Item 6.2.2.

Carried

6.2.3 Changes to Bachelor of Psychiatric Nursing Program Time Limits
John Corlett, Chair, Academic Planning and Priorities Committee (APPC), presented a program time limit change for the Bachelor of Psychiatric Nursing from 10 years to 5 years, effective for the 2015-2016 academic year, for approval.

Moved by J. Corlett, seconded by P. Moore-Juzwishin to approve the program time limit change for the Bachelor of Psychiatric Nursing from 10 years to 5 years, commencing with the 2015-2016 academic year, as recommended by the Academic Planning and Priorities Committee (April 15, 2014), as presented in Agenda Item 6.2.3.

Carried

6.2.4 Comprehensive Institutional Plan
John Corlett, Chair, Academic Planning and Priorities Committee (APPC) presented APPC’s observations and recommendations regarding the final draft of the Comprehensive Institutional Plan (CIP) for 2014/2015 – 2016/2017, based on APPC’s May 13, 2014 meeting, for discussion and recommendation to the Board of Governors for approval. APPC had questions about the modest enrolment growth numbers, how growth would be distributed, and the categorization of programs using the Ministry classification system. It was noted that since the Integrated Strategic Plan (ISP) timeframe is two years longer than the three-year CIP, some ISP initiatives that will start beyond the 2016/2017 scope will be reflected in future CIPs. The following points arose during discussion:

- Priority Initiative A2: Develop and submit for government approval proposals for new programs to provide specific degree completion pathways for those with diploma credentials: What types of degrees will be proposed?
  - Deans will lead that discussion and degree development with their Faculties/Schools. J. Corlett stated that it is important to begin working on the new degrees this summer, because some degrees must be available for the 2016/2017 academic year.
• VII. Plan for Financial Sustainability, Budget Assumption 3: *Tuition fees charged to international students increased by 2.5 per cent per year*: What is this budget assumption based on?
  o Most institutions are indicating a modest increase in international student fees, since international students are not included in post-secondary education institutions’ government funding.

• Will the Centre for Sustainability Studies be under a Faculty/School or is it a separate Centre?
  o That has not been decided. These types of centres usually fall under Research Councils in other institutions. The dynamics of implementation will have to be faculty driven.

• How will the implementation of the Integrated Strategic Plan recommendations be reflected in the budget?
  o We have to decide on academic priorities and allocate the necessary budgetary resources to those priorities. Existing resources will be reallocated, rather than relying on funding from the government.

• Table 3. Consolidated operating revenue and expenses, Expense by Object: Scholarships, bursaries and awards remain flat over time. Are we not looking for ways to increase student scholarships?
  o The University will develop advancement strategies to increase scholarships, bursaries, and awards, which will be reported in the MacEwan University Foundation budget.

**AGC-07-05-20-2014**

Moved by K. Hood, seconded by M. Sekulic to recommend to the Board of Governors to approve MacEwan University’s 2014/2015 to 2016/2017 Comprehensive Institutional Plan (May 13, 2014), as recommended by Academic Planning and Priorities Committee, as presented in Agenda Item 6.2.4.

Carried

6.3 Nominations Committee

6.3.1 AGC Vice-Chair

David Atkinson, Chair of Academic Governance Council (AGC), explained that a call for nominations for one eligible current or incoming member of AGC, from the list provided, to serve as Vice-Chair of Academic Governance Council for a one-year term (September 1, 2014 - August 31, 2015) had been sent out to AGC members May 2, with a deadline of May 15, 2014 at noon. It was reported that Kevin Hood, Chair, Correctional Services, Faculty of Health and Community Studies, submitted a nomination form during the regular nominations period.

**AGC-08-05-20-2014**

Moved by M. Milner, seconded by R. Ginther that Kevin Hood be appointed as Vice-Chair of the Academic Governance Council for a one-year term beginning September 1, 2014 and ending August 31, 2015, or until a successor is elected.

Carried

6.3.2 Executive Committee Membership

Teresa Costouros, Chair, Nominations Committee, explained that a call for nominations for two faculty members and one dean, with a list of eligible current and incoming Academic Governance Council members, to serve on the AGC Executive Committee for a one-year term (September 1, 2014 - August 31, 2015) had been sent out on May 2, with a deadline of May 15, 2014 at noon. Nominations from the floor were sought, because no nominations for the dean member were received during the regular nomination period. Nominations from the floor were requested, and the following nomination was received: Denise Roy, Dean, Faculty of Fine Arts and Communications.

**AGC-09-05-20-2014**

Moved by M. Milner, seconded by K. Hood that Denise Roy, Dean, Faculty of Fine Arts and Communications be appointed to the Executive Committee of the Academic Governance Council for a one-year term beginning September 1, 2014 and ending August 31, 2015, or until a successor is elected.

Carried
Due to there being more faculty nominations (5) than vacancies (2) for Executive Committee, an election by secret ballot was held at the meeting. The votes were then tabulated at the recess. AGC faculty members Chris Hancock, Instructor, Business Management, School of Business and Margaret Milner, Instructor, Bachelor of Science in Nursing, Faculty of Health and Community Studies were each elected to AGC Executive Committee for a one-year term.

6.4 Executive Committee
6.4.1 Amendment to AGC Bylaws
Chris Hancock, Vice-Chair, Executive Committee, presented amendments to the AGC Bylaws Amendment: School of Continuing Education membership on AGC, for approval. A Notice of Motion giving three weeks' notice of amendment was presented at the April 29, 2014 AGC meeting. The request is to increase AGC membership to include the dean of the School of Continuing Education and one faculty member, effective October 2014. If approved by AGC, the revised AGC Bylaws will need to be ratified by the Board of Governors in Fall 2014.

AGC-10-05-20-2014
Moved by C. Hancock, seconded by R. Meleshko to approve the amendments to Policy B3000: Academic Governance Council Bylaws, effective October 1, 2014, as recommended by the Academic Governance Council Executive Committee (April 14, 2014), as presented in Agenda Item 6.4.1. Carried

6.4.2 Nominations Committee Membership
Chris Hancock, Vice-Chair, Executive Committee, explained that a call for nominations for two faculty members, with a list of eligible current and incoming Academic Governance Council members, to serve on the AGC Nominations Committee for a two-year term (September 1, 2014 - August 31, 2016) had been sent out on May 2, with a deadline of May 15, 2014 at noon. The nominations call also requested one dean member for a two-year term. It was reported that Denise Roy, Dean, Faculty of Fine Arts and Communications, submitted a nomination form during the regular nominations period.

AGC-11-05-20-2014
Moved by C. Hancock, seconded by M. Milner that Denise Roy, Dean, Faculty of Fine Arts and Communications, be appointed to the Nominations Committee of the Academic Governance Council for a two-year term beginning September 1, 2014 and ending August 31, 2016, or until a successor is elected. Carried

Nominations from the floor were sought for two faculty members, because no nominations were received during the regular nomination period. Due to there being more nominations (4) than vacancies (2), an election by secret ballot was held at the meeting. The votes were then tabulated. Faculty members Susan Mills, Assistant Professor, Philosophy, Faculty of Arts and Science, and Russ Powell, Assistant Professor, Psychology, Faculty of Arts and Science were each elected for a two-year term to AGC Nominations Committee.

AGC-12-05-20-2014
Moved by M. Sekulic, seconded by R. Ginther that all ballots used in committee elections at the May 20, 2014 AGC meeting be destroyed by the AGC Secretariat after the next scheduled meeting of AGC. Carried

6.4.3 Memo: AGC Decisions
A memo from the Chair, Executive Committee to Academic Governance Council on May 6, 2014, regarding AGC Decisions Regarding Changes to Faculty/School Council Bylaws was presented for information. The following points arose during discussion:

- How will Faculty/School Council members be kept up-to-date on what is acceptable to include or not include when updating their committees’ Terms of Reference?
The Provost noted that an appeal regarding changes to a Faculty/School Council committee Terms of Reference would come forward for AGC to decide if changes to the bylaws were appropriate.

7.0 Question Period
- Has Information and Technology Management Committee (ITMC) developed a faculty satisfaction survey?
  - The AGC Chair will follow up with the Chair of ITMC.
- An ITMC update was requested for the June or September AGC meeting.

8.0 Future Agenda Items/Next Meetings – June 10, 2014
The Spring 2014 Convocation lists will be presented at the June 10, 2014 AGC meeting for approval in a closed session.

The next meeting of AGC is June 10, 2014 at 1:00 p.m. to 4:00 p.m. in Room 9-201 City Centre Campus.

9.0 The meeting adjourned at 7:45 p.m.

Approved by Academic Governance Council
June 10, 2014 (Motion AGC-01-06-10-2014)