1.0 CALL TO ORDER
The meeting was called to order at 5:00 p.m. The Chair, on behalf of AGC, welcomed the new AGC members and new AGC Vice-Chair.

2.0 APPROVAL OF AGENDA/CONSENT AGENDA
The following items were approved on the consent agenda:

- 2.1 AGC Open Meeting Minutes: June 10, 2014
- 2.2 Executive Committee Minutes: September 4, 2014
- 2.3 AGC Annual Summary 2013-2014
- 2.5 Nominations Committee Annual Report 2013-2014
- 2.6 Academic Planning and Priorities Committee Annual Report 2013-2014
- 2.8 Admissions and Selections Committee Annual Report 2013-2014

It was requested that Consent Agenda Item 2.4 Nominations Committee Report be discussed after Item 7.5.1 Nominations Committee Work Plan 2014-2015, to which AGC consented.

The Chair requested that a closed session be held after item 9.0 Future Agenda/Next Meeting – October 28, 2014, to discuss a confidential item, to which AGC consented.

The Chair requested that the following items be added after Agenda Item 7.4.6 Bachelor of Commerce Supply Chain Management Co-op Major Degree Regulations:

- 7.4.7 Human Resources Management Diploma Program of Study
- 7.4.8 Library and Information Technology Diploma Program of Study
Moved by C. Monk, seconded by L. Honey to amend the Open Agenda to add 7.4.7 Human Resources Management Diploma Program of Study and 7.4.8 Library and Information Technology Diploma Program of Study.

Carried

AGC-01-09-23-2014
Moved by T. Carter, seconded by M. Milner to approve the agenda for September 23, 2014 and the items on the consent agenda, as amended.

Carried

2.4 Nominations Committee Report
[Scribe's Note: This item was discussed after Item 7.5.1 Nominations Committee Work Plan 2014-2015.]

Margaret Milner, Chair, Nominations Committee, presented the Nominations Committee Report to AGC for approval. The following points arose during discussion:

- A question arose regarding the Grant MacEwan University Faculty Association (GMUFA) representative listed as a member of the Faculty Evaluation Committee, presented to AGC for information.
  - It was clarified that the nominee was elected by the GMUFA, as noted in the Nominations Committee Report.

Margaret Milner, Chair, Nominations Committee, presented the slate of students for Academic Planning and Priorities Committee, Academic Policies Committee, Research Ethics Board, and Student Services Policy Committee to AGC for election.

AGC-02-09-23-2014
Moved by A. Skye, seconded by M. Milner to elect the slate of student nominees for a one-year term for Academic Planning and Priorities Committee, Academic Policies Committee, Research Ethics Board, and Student Services Policy Committee, as presented in Agenda Item 2.4.

Carried

Margaret Milner, Chair, Nominations Committee, presented the nominee for the community member term renewal on Research Ethics Board to AGC for election.

AGC-03-09-23-2014
Moved by A. Skye, seconded by M. Milner to elect Stew Schmidt as Community Member for Research Ethics Board for a two-year term, as presented in Agenda Item 2.4.

Carried

Margaret Milner, Chair, Nominations Committee, presented the decanal nominee for Academic Planning and Priorities Committee to AGC for election.

AGC-04-09-23-2014
Moved by L. White-MacDonald, seconded by A. Skye to elect Elsie Elford, Dean, School of Business, to Academic Planning and Priorities Committee for a one-year replacement term, as presented in Agenda Item 2.4.

Carried

D. Atkinson vacated the Chair, and K. Hood, Vice-Chair, presided.

3.0 BOARD OF GOVERNORS’ REPORT
David Atkinson, President of MacEwan University, provided a verbal update on behalf of the Board of Governors (the Board):

- The Board approved in principle the construction of a new building for the Students’ Association of MacEwan University, located north of City Centre Campus, at 109 Street and 105 Avenue.
• The Board authorized that the University move towards a departmental structure within each Faculty/School, according to best practice among Canadian universities, distinguishing between administrative units (departments and programs) and programs of study. Faculties/Schools will be requested to draft a proposal for their departmental structures by December 31, 2014.
• The Board approved the revised AGC Bylaws, effective October 1, 2014, adding the School of Continuing Education dean and one faculty member to AGC’s membership.

4.0 REPORT OF THE PRESIDENT
4.1 Revised President’s Medals Terms of Reference
David Atkinson, President of MacEwan University, presented revised Terms of Reference for the President’s Medals for Academic and Student Leadership, effective for Fall 2014 Convocation, for approval.

A. Skye moved to divide the motion to deal separately with the two proposed changes to the Terms of Reference: reducing the required Grade Point Average (GPA) from 3.5 to 3.3; and, removing the clause, “with at least 24 credits completed in each of the last two years of study”, to which AGC consented.

The Chair then stated that the motion to approve the reduction to the required GPA from 3.5 to 3.3 was on the floor. The following points arose during discussion:
• Is there a problem with the eligibility requirements or the lack of nominees? There does not seem to be a connection between reducing GPA and the ability to increase student leadership activities.
  o The medal recognizes both elements of a student’s achievement. In the last nomination call, nominees with a 3.3 GPA had done significantly more on the leadership side. A 3.3 GPA is still an impressive piece of academic work when considered with other activities accomplished.
• Would it be reasonable to reduce the credit requirement first to see if that increased the number of nominations rather than dropping the academic standard at the same time?
  o It was clarified that the purpose of the changes to the Terms of Reference was to increase the nominee pool; however, the Terms of Reference do not require the Committee to award the medal to a student with an insufficient GPA.
• A concern was expressed that the GPA conversion chart from another university showed a GPA of 3.3 does not meet the traditional Honours grade of 80 percent.
  o The Committee is not compelled to award a medal if they feel academic standing in insufficient for all of the nominees.
• It appears that lower academic standards allow students the opportunity to participate in more citizenship-type activities. How does the Committee determine which measure is most important?
  o There is no arithmetic formula used, it is a collective decision made by the Committee.

AGC-05-09-23-2014
Moved by B. Parker, seconded by M. Sekulic to approve the changes to the Grade Point Average requirements in the Terms of Reference for the President’s Medals for Academic Achievement and Student Leadership, effective for Fall 2014 Convocation, as recommended by the President’s Medal for Academic Achievement and Student Leadership Committee, as presented in Agenda Item 4.1.

Carried

The following points arose during discussion regarding removing the clause, “with at least 24 credits completed in each of the last two years of study”:
• What is the rationale for not having a credit restriction?
  o The University wants to be sensitive regarding its changing demographic. If only full-time students are considered for the medals, then certain student populations who attend part-time studies would be discriminated against.

AGC-06-09-23-2014
Moved by L. Honey, seconded by M. Milner to remove the clause “with at least 24 credits completed in each of the last two years of study” from the Terms of Reference for the President’s Medal for Academic Achievement and Student Leadership, effective for Fall 2014 Convocation, as presented in Agenda Item 4.1.

Carried
K. Hood vacated the Chair, and D. Atkinson presided.

5.0 REPORT OF THE PROVOST AND VICE-PRESIDENT ACADEMIC
John Corlett, Provost and Vice-President Academic, provided an update on the following items:

- For enquiries regarding MacEwan International, please contact Cathryn Heslep, Vice-President Student Services.
- Regarding the Board of Governors’ (the Board’s) directive on the academic administration structure, deans have been asked to review and align their academic programs and degree structures with the Integrated Strategic Plan. The result will be an omnibus report to the President by the end of the Fall 2014 semester, for AGC’s and then the Board’s approval.
- Deans have been asked to prepare an enrolment management plan for each program, year by year, for both domestic and international enrolment to assist with identifying how to structure MacEwan University’s population and guide how to manage the student interest in the University (e.g. planning to accommodate students admitted through the traditional pathway from high school as well as transfer students from other universities midway through their degrees).
- C. Heslep will be working with the Students’ Association of MacEwan University on a Student Charter of Rights by the end of the academic year, to be considered in development of a Student Code of Conduct.

5.1 Academic Integrity Annual Report 2013–2014
Paul Sopcak, Academic Integrity Coordinator, presented the Academic Integrity Annual Report for 2013-2014 for information. The following points arose during discussion:

- Are the numbers of academic integrity violations increasing dramatically at other institutions?
  - No, other institutions agree that there is not an epidemic. It was also noted that MacEwan University’s reporting model is different.
- To what extent does the increase in the number of violations correlate to the increase in the number of students on campus? Are the numbers outpacing the new students?
  - In the report, there are some enrolment numbers that put that into context.
- It was noted that three faculty adjudicators listed under School of Business on page 6 of the report should be included under the Faculty of Arts and Science on page 5: Michael Carroll, John Soroski, and Nancy McKeown.

6.0 PRESENTATION
6.1 Online Institutional Research Repository
Robyn Hall, Scholarly Communications Librarian, presented an update on the Online Institution Research Repository at MacEwan University. The following points arose during discussion:

- It was noted that students cannot upload directly into the repository; therefore, faculty members will be required to upload exceptional student work.
- Are there any controls in the system to limit downloading of copyrighted music and video files from the repository?
  - The built in players do not provide a download link for music or videos; however, it was noted that different browsers have plug-ins that could work around this.
- Is there any way to restrict access to certain materials?
  - No, the system is completely open access.

7.0 COMMITTEE REPORTS
7.1 EXECUTIVE COMMITTEE
7.1.1 Policy C3010: Academic Program Review - Amended Motion Request RE: June 10 AGC Meeting
Kevin Hood, Executive Committee Vice-Chair, reported that Executive Committee decided to not consider an AGC member’s request to revise AGC’s motion number AGC-09-06-10-2014 that referred Policy C3010: Academic Program Review back to Academic Policies Committee for consideration of AGC’s comments regarding non-degree program review, due to the fact that a complementary policy for non-degree programs was also in development. The AGC member initiating the request was informed of Executive Committee’s decision. It was noted that the Provost and Vice-President Academic suspended review of all non-
baccalaureate programs in 2014-2015 until the new policy is approved, and currently-scheduled baccalaureate degree program reviews will continue under existing policy C3010 until its revision is approved by AGC.

### 7.1.2 Student Participation Working Group Report
Kevin Hood, Executive Committee Vice-Chair, presented the revised Student Participation Working Group (SPWG) Report for approval. The following Executive Committee SPWG guests were in attendance: Cathryn Heslep, Vice-President Student Services and SPWG Chair; Gord Lucyk, Chair, Bachelor of Commerce; and, Ryan Roth, Student, Faculty of Arts and Science.

**AGC-07-09-23-2014**
Moved by K. Heslop, seconded by L. White-MacDonald to receive the revised Student Participation Working Group Report (August 27, 2014), as presented in Agenda Item 7.1.2. Carried

**AGC-08-09-23-2014**
Moved by L. White-MacDonald, seconded by M. Milner to note those items that are being referred to the University for its attention, as outlined in the revised Student Participation Working Group Report, as presented in Agenda Item 7.1.2. Carried

The following points arose during discussion:

- Recommendation #4 – it was requested that “First Gen” students and “First-Year” students be defined, as they are different groups.
- Out of the six recommendations identified as AGC’s responsibility in the revised report, it was suggested that only #7 and #8 below required AGC motions to action the items.
  - Recommendation #7: All University department and program level committees examine their current Terms of Reference, meeting times, and use of student representatives and consider any structural barriers that might be present that deters student involvement.
  - Recommendation #8: Incorporate objectives or assessments that develop principles of citizenship into credit course offerings.
- Concern was expressed about the ramifications of implementing recommendations #7 and #8 within Faculties/Schools. For example, recommendation #7 imposes a review of essentially all Faculty/School committees and their subcommittees to ensure they address the stipulated items, and recommendation #8 imposes course content. These would be a significant decisions for AGC to make.

**AGC-09-09-23-2014**
Moved by C. Monk, seconded by A. Skye to action those items directly related to the responsibilities of AGC included in recommendations 4, 7, 8, 9, 10, and 12 of the revised Student Participation Working Group Report, as presented in Agenda Item 7.1.2. Defeated

**AGC-10-09-23-2014**
Moved by R. Roth, seconded by M. Milner to refer the Student Participation Working Group Report to Faculty/School Councils for feedback. Carried

### 7.1.3 Nominations Committee Membership
Kevin Hood, Executive Committee Vice-Chair, reported that a call for nominations for one faculty member vacancy on Nominations Committee was sent to all AGC members via email on September 5, 2014, with a closing deadline of September 16, 2014 at 12:00 p.m. Noon. It was reported that one eligible nomination form was received by the deadline. No nominations were received from the floor.
Moved by R. Ginther, seconded by C. Hancock that Margaret Milner be appointed to the Nominations Committee of the Academic Governance Council for a two-year term, beginning September 24, 2014 and ending August 31, 2016, or until a successor is elected.

Carried

D. Atkinson vacated the Chair, and K. Hood presided.

7.1.4 MacEwan University’s Status
David Atkinson, President of MacEwan University, presented a request from the Board of Governors (the Board) for AGC’s support for development of a business case to request that MacEwan University be moved to Part 1 of the Post-Secondary Learning Act (PSLA) from Part 2. The following points arose during discussion:

- How is a governance change related to potential “mission creep”?
  - They are two separate issues, but they are discussed concurrently by the Ministry. MacEwan University is not interested in changing its mandate. The Board will present a clear business case to the Ministry, ensuring MacEwan University maintains its uniqueness.
- Concern was expressed that some of AGC’s authority would change if the University implemented a General Faculties Council (GFC) under Part 1 of the PSLA.
  - The decision will be made by the Ministry to either continue to support the alternate academic governance model or the GFC model.
- The Chair reminded that MacEwan University will be developing the business case to support having a Chancellor, a Senate, and the ability to confer honorary degrees, in order to be able to operate like other universities in Canada.
- It is difficult to support a business case when there is not a draft to review and not knowing whether or not the Government of Alberta will approve what the University will ask for, as described in Agenda Item 7.1.4.
  - The easiest way to accomplish what the University needs is to request the same authority that has been given to the Comprehensive Academic and Research Institutions. A consultant has been hired to assist with the business case.
- It was requested that the following wording be deleted from the motion: “, as described in Agenda Item 7.1.4.”

It was agreed that the resulting business case would be brought to AGC prior to going to the Board of Governors and then to the Ministry.

Moved by A. Skye, seconded by R. Ginther to amend the motion to remove the wording “, as described in Agenda Item 7.1.4.”

Carried

AGC-12-09-23-2014
Moved by C. Hancock, seconded by C. Monk that Academic Governance Council support MacEwan University moving from Part 2 to Part 1 of the Post-Secondary Learning Act.

Carried

K. Hood vacated the Chair, and D. Atkinson presided.

7.2 ACADEMIC POLICIES COMMITTEE
7.2.1 Work Plan 2014-2015
Mark Arnison, Chair, Academic Policies Committee (APC), presented the APC Annual Report 2014-2015 for approval.

AGC-13-09-23-2014
Moved by M. Milner, seconded by D. Roy to approve the Academic Policies Committee Work Plan 2014-2015, as presented in Agenda Item 7.2.1.

Carried
7.2.2 Policy C1020: Course Approvals and Changes and Policy C1060: Credit Course Numbering  
Mark Arnison, Chair, Academic Policies Committee, presented the revised policy C1020: Course Approvals and Changes, effective immediately, for approval. The following points arose during discussion:

- A question was raised on point 3.1 of the procedures regarding where authority for course approvals and changes resided: with Faculty/School Council curriculum committees or AGC?
  - It was reminded that the Provost and Vice-President Academic oversees development of the procedures attached to all policies. J. Corlett clarified that the procedures are a work in progress and require further consultation (e.g. definition of major versus minor course changes).
  - It was noted that while AGC has final authority over course approvals and changes, it should be recognized that AGC could delegate that authority in the future, if desired.

AGC-14-09-23-2014  
Moved by E. Elford, seconded by K. Friesen to approve the revisions to policy C1020: Course Approvals and Changes, effective immediately, as recommended by Academic Policies Committee, as presented in Agenda Item 7.2.2.  
Carried

With approval of policy C1020: Course Approvals and Changes, Mark Arnison, Chair, Academic Policies Committee, presented a recommendation to retire policy C1060: Credit Course Numbering, effective immediately, for approval.

AGC-15-09-23-2014  
Moved by L. White-MacDonald, seconded by T. Carter to approve the retirement of policy C1060: Credit Course Numbering, effective immediately, as recommended by Academic Policies Committee, as presented in Agenda Item 7.2.2.  
Carried

7.2.3 Policy C1035: Repeating Course Credits  
Mark Arnison, Chair, Academic Policies Committee (APC), reported that APC recommended that no changes be made to policy C1035: Repeating Course Credits at this time. The policy is scheduled for a full review in 2017.

7.2.4 Policy C1065: Internal Recognition of Credit Courses  
Mark Arnison, Chair, Academic Policies Committee, presented the revised policy C1065: Internal Recognition of Credit Courses, effective immediately, for approval.

AGC-16-09-23-2014  
Moved by K. Heslop, seconded by R. Ginther to approve the revisions to policy C1065: Internal Recognition of Credit Courses, effective immediately, as recommended by Academic Policies Committee, as presented in Agenda Item 7.2.4.  
Carried

7.2.5 Policy C2005: Final Assessment  
Mark Arnison, Chair, Academic Policies Committee (APC), reported that a full review of policy C2005: Final Assessment was conducted, and APC determined that no changes are required at this time.

7.3 ADMISSIONS AND SELECTIONS COMMITTEE  
7.3.1 Work Plan 2014-2015  
Mike Sekulic, Chair, Admissions and Selections Committee (ASC), presented the ASC Work Plan 2014-2015 for approval. The following points arose during discussion:

- Has AGC delegated the authority to approve Admission Criteria to ASC?
  - It was clarified that AGC approves Admission Criteria. ASC requests that programs follow appropriate approval processes within their Faculties/Schools before submitting changes to Admission Criteria to ASC for recommendation to AGC for approval.
AGC-17-09-23-2014
Moved by B. Parker, seconded by T. Carter to approve the Admissions and Selections Committee Work Plan 2014-2015, as presented in Agenda Item 7.3.1.

Carried

7.4 ACADEMIC PLANNING AND PRIORITIES COMMITTEE
7.4.1 Work Plan 2014-2015
John Corlett, Chair, Academic Planning and Priorities Committee (APPC), presented the APPC Work Plan 2014-2015 for approval.

AGC-18-09-23-2014
Moved by M. Milner, seconded by A. Knowles to approve the Academic Planning and Priorities Committee Work Plan 2014-2015, as submitted in Agenda Item 7.4.1.

Carried

7.4.2 Honours Designation in Political Science
John Corlett, Chair, Academic Planning and Priorities Committee, presented a proposal for an Honours designation in Political Science as a discipline in the Bachelor of Arts degree for approval. The following points arose during discussion:

- It was noted that the proposal does not discuss changes to the variety of courses offered.
  - The Faculty of Arts and Science dean reported that there will be more flexible topics to provide a richer experience within the Honours program.

AGC-19-09-23-2014
Moved by C. Monk, seconded by B. Richards to approve an Honours designation in Political Science as a discipline in the Bachelor of Arts degree, effective for the 2015-2016 intake, as recommended by the Academic Planning and Priorities Committee, as presented in Agenda Item 7.4.2.

Carried

7.4.3 Bachelor of Commerce – Accounting Major Program of Study
John Corlett, Chair, Academic Planning and Priorities Committee, presented revisions to the Bachelor of Commerce – Accounting Major Program of Study, effective for the 2015-2016 intake, for approval.

AGC-20-09-23-2014
Moved by E. Elford, seconded by C. Hancock to approve changes to the Bachelor of Commerce – Accounting Major Program of Study, effective for the 2015-2016 intake, as recommended by the Academic Planning and Priorities Committee, as presented in Agenda Item 7.4.3.

Carried

7.4.4 Business Management – Professional Golf Management Major Program of Study
John Corlett, Chair, Academic Planning and Priorities Committee, presented revisions to the Business Management – Professional Golf Management Major Program of Study, effective for the 2015-2016 intake, for approval.

AGC-21-09-23-2014
Moved by E. Elford, seconded by K. Stoik to approve changes to the Business Management – Professional Golf Management Major Program of Study, effective for the 2015-2016 intake, as recommended by the Academic Planning and Priorities Committee, as presented in Agenda Item 7.4.4.

Carried

7.4.5 Travel Diploma Program of Study
John Corlett, Chair, Academic Planning and Priorities Committee, presented revisions to the Travel Diploma Program of Study, effective for the 2015-2016 intake, for approval.

AGC-22-09-23-2014
Moved by E. Elford seconded by L. White-MacDonald to approve changes to the Travel Diploma Program of Study, effective for Fall 2015 intake, as recommended by the Academic Planning and Priorities Committee, as presented in Agenda Item 7.4.5.

Carried
7.4.6 Bachelor of Commerce Supply Chain Management Co-op Major Degree Regulations
John Corlett, Chair, Academic Planning and Priorities Committee, presented changes to the Bachelor of Commerce Supply Chain Management Co-op Major Degree Regulations, for approval.

AGC-23-09-23-2014
Moved by E. Elford, seconded by N. James to approve changes to the Bachelor of Commerce Supply Chain Management Co-Op Major Degree Regulations, effective for the 2015-2016 intake, as recommended by the Academic Planning and Priorities Committee, as presented in Agenda Item 7.4.6.
Carried

7.4.7 Human Resources Management Diploma Program of Study
John Corlett, Chair, Academic Planning and Priorities Committee, presented revisions to the Human Resources Management Diploma Program of Study, effective for the 2015-2016 intake, for approval.

AGC-24-09-23-2014
Moved by E. Elford, seconded by C. Hancock to approve changes to the Human Resources Diploma Program of Study, effective for the 2015-2016 intake, as recommended by the Academic Planning and Priorities Committee, as presented in Agenda item 7.4.7.
Carried

7.4.8 Library and Information Technology Diploma Program of Study
John Corlett, Chair, Academic Planning and Priorities Committee, presented revisions to the Library and Information Technology Diploma Program of Study, effective for the 2015-2016 intake, for approval.

AGC-25-09-23-2014
Moved by E. Elford, seconded by B. Pitruniak to approve changes to the Library and Information Technology Diploma Program of Study, effective for the 2015-2016 intake, as recommended by the Academic Planning and Priorities Committee, as presented in Agenda item 7.4.8.
Carried

7.5 NOMINATIONS COMMITTEE
7.5.1 Work Plan 2014-2015
Margaret Milner, Chair, Nominations Committee, presented the Nominations Committee Work Plan 2014-2015 for approval. The following points arose during discussion:

- Will Nominations Committee assist the Students’ Association of MacEwan University with the transition to management of the entire student election process for AGC and Faculty/School Council membership, as described in the AGC Review Report?
  - Yes, Nominations Committee will take that under advisement.

AGC-26-09-23-2014
Moved by M. Milner, seconded by R. Ginter to approve the Nominations Committee Work Plan 2014-2015, as presented in Agenda Item 7.5.1.
Carried

8.0 QUESTION PERIOD
No questions were raised.

9.0 FUTURE AGENDA ITEMS/NEXT MEETINGS – October 28, 2014
The next meeting of AGC is October 28, 2014 at 5:00 p.m. to 8:00 p.m. in Room 9-323, City Centre Campus.

It had been indicated by the agenda and agreed earlier in the meeting, that an item to come before AGC would be considered in a closed session. The Chair excused visitors from the meeting room.

11.0 The meeting adjourned at 7:05 p.m.