1.0 Call to Order
The meeting was called to order at 5:45 p.m.

2.0 Approval of Agenda/Consent Agenda
The following items were approved on the consent agenda:
- 2.1 AGC Meeting Minutes: November 15, 2011
- 2.2 Executive Committee Minutes: October 28, 2011
- 2.3 Academic Schedules 2012/2013 and 2013/2014
- 2.4 Nominations Committee Report
- 2.5 Faculty Standards Committee Update

AGC-01-01-24-2012
Moved by C. Blatz, seconded by E. Elford THAT Academic Governance Council approve the agenda for January 24, 2012 and the items on the consent agenda as presented.

Carried

3.0 Report of the President
David Atkinson, President of MacEwan University, reported on the following items:
- The Operational Priorities were approved at the Board of Governors December 15, 2011 meeting. These Priorities will constitute the framework for decision making in the next 12 to 18 months and inform the budget process at MacEwan University.
- Budgeting for 2012-13 is currently in process; once finalized the budget will be presented to AGC for review.
• Searches are ongoing for a number of MacEwan University senior administrative and executive officer positions including:
  o Provost and Executive Vice President Academic
  o Associate Vice President Enrolment Planning Management and Retention
  o Executive Director of Human Resources
  o Executive Director of Finance
  o General Council
  o Chief Librarian
• Procedures are being developed for the appointment of senior administrators. The procedures will be presented at President’s Group and a Human Resources group before going to AGC for review and input.
• The President’s latest newsletter was sent out University-wide on January 10, 2012.

On behalf of AGC, the President welcomed new AGC student members William Belton, Centre for the Arts and Communications, and Jessica Boulay, School of Business.

4.0 Board of Governors Report
The Board report for December 15, 2011, including the Operational Priorities, was included in the January 24, 2012 AGC meeting package.

5.0 Report of the Provost and Executive Vice President Academic
Janet Paterson-Weir, Provost and Executive Vice President Academic, reported on the following:
• In January there will be a Campus Alberta Quality Council site review for the Bachelor in Child and Youth Care.
• On January 27 the Faculty Research & Scholarly Activity Showcase Series will have its first presentation of 2012.
• The Bachelor of Psychiatric Nursing degree proposal, as approved at the May 24, 2011 AGC meeting, has been sent back by the Ministry with the request for further credential clarification and stakeholder dialogue.
• AGC members were encouraged to participate at the MacEwan University Organizational Development Day on February 22, 2012, including in a workshop by the Nova Scotia Community College Centre for the Built Environment on “Collaborative Learning Spaces.”

6.0 Committee Reports
6.1 Executive Committee
6.1.1 Nominations Committee Member
David Atkinson, Chair of AGC Executive Committee, requested a nomination from the floor for an AGC faculty member to sit on the Nominations Committee for a two-year replacement term. Binthi Samuel, Instructor, Bachelor of Science in Nursing, Faculty of Health and Community Studies, accepted the nomination and was elected by acclamation.

AGC-02-01-24-2012
Moved by C. Wild, seconded by W. Belton THAT Binthi Samuel be appointed to the Nominations Committee for a term ending August 31, 2013 or until a successor is found.

Carried
6.1.2 Faculty/School Council Implementation: Review Task Team
David Atkinson, Chair of AGC Executive Committee, presented the recommendation from the Executive Committee to extend the mandate of the Review Task Team to examine the implementation of Faculty/School Councils at MacEwan University.

**AGC-03-01-24-2012**
Moved by T. Costouros, seconded by D. Drohan THAT the mandate of the Review Task Team be extended to review the status and relationship of the MacEwan Curriculum Committee and other AGC committees in regards to the implementation of Faculty/School Councils.

Carried

6.2 MacEwan Sabbatical Leave Committee
6.2.1 Annual Report and Work Plan
Susan May, Chair of the MacEwan Sabbatical Leave Committee, presented the Committee’s Annual Report and Work Plan for decision. The following points arose during discussion:
- Regarding how sabbatical leave funding is split between faculty development and sabbatical leave could be a matter addressed in the future.
- Regarding the procedures and responsibilities of sabbatical leave, once the application is approved these matters were for the Dean to address.
- In response to the question of whether the Chair of the Committee could be a faculty member, the Committee had not yet discussed this. It was noted that that AGC could ask the Committee to revise its Terms of Reference if it was seen that a change was needed.

**AGC-04-01-24-2012**
Moved by C. Maykut, seconded by E. Elford THAT Academic Governance Council accept for information the 2011-2012 Annual Report and 2012-2013 Work Plan of the MacEwan Sabbatical Leave Committee as presented in agenda item 6.2.1.

Carried

6.3 Faculty Development Committee
6.3.1 Annual Report and Work Plan
Paul Martin, Chair of the Faculty Development Committee, presented the Faculty Development Committee’s Annual Report and Work Plan for information.

**AGC-05-01-24-2012**
Moved by C. Hancock, seconded by K. Hood THAT Academic Governance Council accept for information the 2010-2011 Annual Report and 2011-2012 Work Plan of the Faculty Development Committee as presented in Agenda Item 6.3.1.

Carried

6.4 MacEwan Curriculum Committee
6.4.1 Holistic Health Practitioner Diploma Program Suspension
Bill Richards, Vice-Chair of MacEwan Curriculum Committee, presented the Holistic Health Practitioner Diploma Program Suspension for decision. The purpose of the suspension was to undertake a comprehensive review of the program. The following points arose during discussion:
- It was noted that one of the goals of the review was the transferability of the revised program.
- Applications to the program were closed upon recommendation of the Dean in consultation with the Provost for Fall 2012, as per the current process for program suspension and closure. It was recommended that future proposals for program suspension be submitted to AGC prior
to closing applications to the program.

- In response to the question whether there was a plan to develop a degree in Holistic Health, the dean of the Faculty of Health and Community Studies replied that the Faculty was not looking at developing such a degree at this time.

AGC-06-01-24-2012
Moved by M. Jacober, seconded by E. Elford THAT Academic Governance Council approve the suspension of the Holistic Health Practitioner diploma program effective September 1, 2012, with the intention of reopening the program, as recommended by the MacEwan Curriculum Committee, as presented in Agenda Item 6.4.1.

Carried (1 Opposed)

6.4.2 Insurance and Risk Management Certificate Program Closure
Bill Richards, Vice-Chair of MacEwan Curriculum Committee, presented the Insurance and Risk Management Certificate Program Closure for decision. It was noted that the Insurance and Risk Management Diploma Program is still offered. The following points arose during discussion:

- Although the insurance industry had been supportive, student demand for the certificate program had dropped.
- In response to the question of why the program closure was brought to AGC after the program suspension had been approved at the March 15, 2011 AGC meeting, it was explained that the Ministry of Advanced Education and Technology requires that the program suspension and program closure be a two step process. It was suggested that program closures could be part of the AGC consent agenda at future meetings.

AGC-07-01-24-2012
Moved by T. Costouros, seconded by D. Higgins THAT Academic Governance Council approve the closure of the Insurance and Risk Management Certificate program effective July 1, 2012, as recommended by the MacEwan Curriculum Committee and presented in Agenda Item 6.4.2.

Carried

6.5 Academic Policies Committee
6.5.1 Terms of Reference
Susan May, Chair of Academic Policies Committee, presented the Academic Policies Committee’s revised Terms of Reference for decision. The following changes to section 4. Composition were noted:

- A faculty member would chair the Committee
- New position of Vice-Chair
- Chair of AGC to be ex-officio (non-voting) member

AGC-08-01-24-2012
Moved by C. Gnauck, seconded by R. Irwin THAT Academic Governance Council approve the revised Terms of Reference for Academic Policies Committee, as presented in agenda item 6.5.1.

Carried

6.5.2 Retirement of Policy C1040: Electives
Susan May, Chair of Academic Policies Committee, presented the retirement of Policy C1040: Electives for decision. It was noted that the retirement of C1040: Electives, provided an opportunity for MacEwan University to explore the benefits and support for general education. Academic Quality Assurance and
Accreditation has begun this process, which will involve wider consultation in the future.

AGC-09-01-24-2012
Moved by D. Roy, seconded by R. Irwin THAT Academic Governance Council retire Policy C1040: Elective Courses, effective July 1, 2012, as recommended by the Academic Policies Committee (October 4, 2011) as presented in agenda item 6.5.2.

Carried

6.5.3 Policy C5051: Responsible Conduct of Research and Scholarly Activity
Susan May, Chair of Academic Policies Committee, presented revised Policy C5051: Responsible Conduct of Research and Scholarly Activity for decision. The following points arose during discussion:

- In response to the question of whether the Faculty Association had been consulted in the revision of the policy, the Chair replied that the Committee, which has faculty members as Committee members, had worked on the policy for over a year with special emphasis on the Conflicts of Interest section. As such Human Resources and Legal Counsel were consulted but not the Faculty Association directly.
- In response to the question of whether the policy revisions align with the requirements of Natural Sciences and Engineering Research Council of Canada (NSERC), it was explained that the Committee had ensured that the policy wording aligned with the Tri-Agency Framework: Responsible Conduct of Research, which includes NSERC.

AGC-10-01-24-2012
Moved by R. Irwin, seconded by D. McGugan THAT Academic Governance Council approved Policy C5051: Responsible Conduct of Research and Scholarly Activity, effective July 1, 2012, as recommended by the Academic Policies Committee (December 13, 2011) as presented in agenda item 6.5.3.

Carried

6.6 Faculty Evaluation Committee
6.6.1 Terms of Reference
Denise Roy, Co-Chair of the Faculty Evaluation Committee, presented the Faculty Evaluation Committee’s revised Terms of Reference for decision. It was proposed that a representative from the Non-Instructional Faculty Evaluation Committee be added to the Composition of the Faculty Evaluation Committee as a non-voting member. Some AGC members requested that in the future the Committee review its connection to the Faculty Association and its place in the AGC committee structure.

AGC-11-01-24-2012
Moved by C. Hancock, seconded by C. Gnauck THAT Academic Governance Council approve the Faculty Evaluation Committee Terms of Reference as presented in Agenda Item 6.6.1.

Carried

6.7 Research Council
6.7.1 Terms of Reference
Linda Cook, Research Council member, presented the Research Council’s revised Terms of Reference for decision. To be more consistent with other AGC committees, Research Council revised its Terms of Reference, making the Chair a faculty member and clarifying the terms of office and participation requirements.
AGC-12-01-24-2012
Moved by P. Roccia, seconded by L. Blyth THAT Academic Governance Council approve the revised Terms of Reference for Research Council, as presented in Agenda Item 6.7.1.

Carried

7.0 Question Period
The following points of discussion arose during question period:

- In light of the fact that some AGC committees are changing their Terms of Reference to have faculty members as Chairs, a Council member asked whether Faculty/School Councils could do the same. While Faculty and School Councils could consider this, it was noted that the Councils' bylaws require approval by AGC, and the Recommendations approved by AGC (June 2012, Motion AGC-03-06-13-2011) provide that the Dean is Chair of the Faculty/School Council.

- Regarding a question on point 4 of the Operational Priorities, that “MacEwan will develop additional pathway programs that integrate its certificate and diploma programs with its degree programs” it was explained that the Ministry places emphasis on pathways that allow students to move and ladder into credentials, and so MacEwan University needs to give serious attention to this.

- In response to the question of why continuing education and general interest opportunities for non-traditional learners were included together in the Operational Priorities (number 17), it was explained that for MacEwan University to be an urban university, it is necessary to make both of these part of the Operational Priorities. A committee has been formed to address continuing education at MacEwan University and is scheduled to report this spring.

- The length of the standard semester at MacEwan University in comparison to other universities was discussed. It was noted that the semester length, when measured in hours, was very similar to other Alberta universities.

- Nominations for AGC committees open February 7. AGC members were requested to encourage faculty members across the University to participate.

8.0 Future Agenda Items/Next Meeting – March 13, 2012 – City Centre Campus

9.0 The meeting was adjourned at 7:15 P.M.