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: March 13, 2012
- 2.2 Executive Committee Minutes: February 24, 2012
- 2.3 Human Resource Management Diploma and Certificate Admissions Criteria
- 2.4 Management Studies Diploma and Certificate Admissions Criteria
- 2.5 Policy C1000: Academic Integrity
- 2.6 Policy C1005: Credentials
- 2.7 Policy C1050: Service Courses

AGC- 01-04-24-2012
Moved by D. Drohan, seconded by C. Hancock THAT Academic Governance Council approve the agenda for April 24, 2012 and the items on the consent agenda as presented. Carried
3.0 Report of the Provost and Executive Vice President Academic  
Janet Paterson-Weir, Provost and Executive Vice President Academic, reported on the following items:
- Annual Academic Affairs Update will be held Wednesday, May 2, and the Academic Policies Forum will be held, Tuesday May 8, 2012.
- The Ministry of Advanced Education reviewed and approved the Bachelor of Commerce Human Resources major and Marketing major.
- MacEwan University has received positive external reviews for the Bachelor of Arts and the Bachelor of Child and Youth Care as part of the 5 year evaluation process.

4.0 Report of the President  
David Atkinson, President of Grant MacEwan University, reported on the following items:
- Jerry Zdrijl, Faculty Association President and Accounting Instructor, School of Business, was acknowledged for his work and dedication at MacEwan University. AGC thanked him for his insight on such projects as Academic Titling and Innovation in Teaching, and wished him well on his upcoming retirement.
- Ryan Roth, Students’ Association Vice-President Academic (SA VP Academic) elect, was welcomed as an incoming member of AGC as of May 1, 2012.
- AGC was given a brief update on the sale of South Campus.

5.0 Committee Reports  
5.1 Executive Committee  
5.1.1 AGC Nominations Committee Student Member  
David Atkinson, Chair of the Executive Committee, informed AGC that a replacement student was sought for the Nominations Committee due to the end of David Drohan’s term as SA VP Academic as of May 1. Ryan Roth, SA VP Academic elect, was nominated from the floor.

AGC-02-04-24-2012  
Moved by D. Drohan, seconded by D. Roy THAT Ryan Roth be appointed to the Nominations Committee of the Academic Governance Council for a one year term from May 1, 2012 to April 30, 2013.  
Carried

5.2 Nominations Committee  
5.2.1 AGC Executive Committee Student Member  
Chris Hancock, Chair of the Nominations Committee, informed AGC that a replacement student was sought for the Executive Committee due to the end of David Drohan’s term as SA VP Academic as of May 1. Ryan Roth, SA VP Academic elect, was nominated from the floor.

AGC-03-04-24-2012  
Moved by J. Stock, seconded by T. Costouros THAT Ryan Roth be appointed to the Executive Committee of the Academic Governance Council for a one-year term from May 1, 2012 to April 30, 2013.  
Carried

5.2.2 Nominations Committee Report  
Chris Hancock, Chair of the Nominations Committee, presented the Nominations Committee Report for the following AGC Committees:
- Academic Policies Committee
- Admissions and Selections Committee
- English Language Proficiency Subcommittee
- Distance and Distributed Education Committee
• MacEwan Curriculum Committee
• Research Council
• Research Ethics Board
• Strategic and Resource Planning Advisory Committee
• Student Success Committee

**AGC- 04-04-24-2012**

Moved by C. Hancock, seconded by L. Mazo THAT Academic Governance Council elect the slate of nominees for Academic Policies Committee, Admissions and Selections Committee, English Language Proficiency Subcommittee, Distance and Distributed Education Committee, MacEwan Curriculum Committee, Research Council, Research Ethics Board, Strategic and Resource Planning Advisory Committee, Student Success Committee as presented in Agenda Item 5.2.2.

Carried

5.3 **MacEwan Curriculum Committee**

5.3.1 Disability Studies: Leadership and Community Program Suspension
Kathaleen Quinn, MacEwan Curriculum Committee member, presented the Disability Studies: Leadership and the Community Program Suspension for decision. It was noted that this specific motion had not been included with the earlier October 24, 2012 approved Disability Studies: Leadership and the Community program change (motion number AGC-05-10-24-2011), and so, was now being brought forward for approval.

**AGC-05-04-24-2012**

Moved by L. Mazo, seconded by J. Paterson-Weir THAT the Academic Governance Council approve the suspension of the Disability Studies: Leadership and Community diploma effective September 1, 2012, with the intention of reopening the program, as recommended by the MacEwan Curriculum Committee (March 19, 2011), as presented in Agenda Item 5.3.1.

Carried

5.4 **Strategic Resource Planning Advisory Committee**

5.4.1 Comprehensive Institutional Plan (2012-15) and University Budget (2012-15)
Alan Vladicka, Co-chair of the Strategic Resource Planning Advisory Committee (SRPAC), presented the Comprehensive Institutional Plan (CIP) (2012-15) and University Budget (2012-15) documents sent to AGC members on April 20. Of SRPAC’s feedback regarding the two documents, the following was noted:

• The Comprehensive Institutional Plan is much more comprehensive than in previous years.
• The University has an institutional vision but no strategic plan (i.e. the Operational Priorities are 18-24 months in length). It was recommended that the University consider a process to develop a true strategic plan for its longer-term development.
• It would be preferable to have timelines where both the CIP and Budget documents could be given full review and consideration.
  o David Atkinson, MacEwan University President, indicated that the Budget and CIP schedule will be reviewed and adjusted accordingly for 2012/13.

The following points arose during discussion of the Budget:

• There will be marginal increases in tuition and a 2% increase in operating grants over the next 3 years.
  o In response to the question of why tuition was being raised, it was explained that the University is limited by how much it can annually raise tuition and if it is not raised one year, it cannot be raised more another year to make up for a shortfall.
• It was suggested to address the budget allocation for research in an Institutional Research Plan.
• In response to a question regarding professional development funding, it was noted that resources have been set aside for such development and a Senior Human Resources Planning Officer will be available to do further work on this. It was noted that the professional development funding formula is part of the Collective Agreement.

AGC-06-04-24-2012
Moved by L. Cook, seconded by J. Boulay
1. THAT the Academic Governance Council accept for information the Draft University Budget 2012-13 presented in Agenda Item 5.4.1 as it aligns with the Operational Priorities 2012-13 as previously endorsed at the November 15, 2011 Academic Governance Council meeting; and

2. THAT Academic Governance Council refer the observations and recommendations of the Strategic and Resource Planning Advisory Committee as presented in Agenda Item 5.4.1, to the President for consideration in the preparation of the final draft of the Comprehensive Institutional Plan 2012/13 to 2014/15.

Carried

5.5 Faculty Standards Committee
5.5.1 Committee Report and Recommendations
Susan May, Chair of Faculty Standards Committee, presented the Committee Report and Recommendations for decision. It was noted that AGC approved MacEwan University Model for Rank and Title at the November 15, 2011 meeting (motion number AGC-14-11-15-2011). The following points arose during discussion:
• Clarification regarding variation of requirements between the streams (e.g. continuing education, scholarly activity).
• The definition and metrics of excellence in teaching and innovation in teaching differ from academic area to academic area.
  o Concern that this may make the academic culture at MacEwan University more competitive.
  o Using descriptors such as “excellent”, “outstanding” for effectiveness of teaching – there was concern that these words are not easy to measure.
• Regarding the requirement of curriculum development for progression from Instructor to Associate Teaching Professor, it was noted that curriculum development is not part of every academic staff member’s workload. It was explained that “curriculum development” spoke to the broader contributions of faculty to their area’s curriculum.
• The requirement of internal and external recognition in teaching excellence – it was noted that there is not sufficient support or guidance at MacEwan University for applications to external teaching awards, and that there are very few university wide teaching awards.
  o It was suggested that more development in these areas is needed by the University.
• Nomenclature: concern was raised that Teaching Professor is a title that will not be externally recognized.
  o It was explained that a great amount of research, discussion and reflection went into the bipartite nomenclature, and that these AGC approved titles were increasingly used at other institutions.
• Service to the University: questions were raised regarding how the different requirements are weighted and how much service can be expected from academic staff.
  o What constitutes service? Is it connected to the workload definitions in the FA collective agreement? It was suggested that the Committee would discuss this at a future Committee meeting.
• Concern that the Guidelines and Standards may raise academic staff's expectations regarding how much more research they can expect to do or have funded at the University when their teaching workloads have not changed.

It was agreed to change the wording of the Tripartite Guidelines for the Development of Department/Area Standards section 2.: Foundation for the Development of Department/Area Standards, third paragraph to the following:

“Progression from Assistant to Associate Professor requires the following:

• A PhD or terminal degree in a related field and normally five years functioning at the assistant professor rank (determined by roles/responsibilities rather than title)…”

AGC-07-04-24-2012
Moved by R. Irwin, seconded by W. Belton THAT the Academic Governance Council approve the Bipartite, Tripartite, Librarian and Counsellor Guidelines for the Development of Department/Area Standards as amended in Attachment 1 of Agenda Item 5.5.1.

Carried

AGC-08-04-24-2012
Moved by R. Irwin, seconded by D. Higgins THAT the Academic Governance Council refer the proposal for the establishment of an Appeals Committee back to the Faculty Standards Committee for further development.

Carried

AGC-09-04-24-2012
Moved by R. Irwin, seconded by M. Milner THAT the Academic Governance Council establish an ad hoc committee to further develop institutional definitions and standards regarding innovative teaching and teaching excellence. The membership would include members of AGC, members of the Faculty Standards Committee, and other stakeholders with related areas of expertise.

Carried

5.6 Research Council
5.6.1 Strategic Plan for Research 2012-17
William Thompson, Chair of the Research Council, submitted the Strategic Plan for Research, which is based on the concepts of research, scholarship, and creative achievement. The following points arose during discussion:

• Goal 3, regarding the development of a University-wide undergraduate research strategy was discussed. Questions were raised regarding the different policy implications surrounding internal and external research funding.
  o It was noted that the University Budget included funding for student research.
• In response to the question of why research clusters were not used in the Research Council’s Plan, it was explained that these had been discussed extensively at Research Council, however, it was felt that the approach presented in the Plan more accurately reflected the diversity of research in which MacEwan University faculty are engaged.
• It was suggested that the Research Council should consider creating an operational plan.

AGC-10-04-24-2012
Moved by D. Drohan, seconded by P. Roccia THAT the Academic Governance Council approve the MacEwan Research Council Strategic Plan for Research (2012-17) as presented in Agenda Item 5.6.1.

Carried
5.7 University Registrar
5.7.1 Academic Medals
Mike Sekulic, University Registrar, presented the Terms of Reference for the President’s Medal for Academic Excellence and Student Leadership and the Deans Medals for Academic Excellence. The following points arose during discussion:

- Regarding the fact that the Medals would only be awarded at Spring convocations but all eligible students of an academic year would be considered, concerns were raised that a Medal recipient convocating in the Fall would not be recognized with his or her cohort.
  - University Registrar agreed to examine the possibility of having a second set of academic awards for both Spring and Fall convocation ceremonies.

It was agreed to amend the composition of President's Medal selection committee to include two faculty members and one student member.

AGC-11-04-24-2012
Moved by L. Mazo, seconded by L. Blyth THAT the Academic Governance Council approve the Terms of Reference for the President’s Medal for Academic Excellence and Student Leadership and the Deans Medals for Academic Excellence as amended in Agenda Item 5.7.1.

Carried

5.7.2 Graduand Lists: Approval Process
Mike Sekulic, University Registrar, presented the Graduand Lists: Approval Process for information.

It was agreed that the lists will be given to AGC members prior to the May AGC meeting so members have sufficient time to review. It was noted that this will be the first year that AGC will approve the lists of graduands.

5.8 Review Task Team
5.8.1 Review Task Team Report and Recommendations
Janet Paterson-Weir, Chair of the Review Task Team on Faculty/School Councils, presented the Task Team’s Report and Recommendations. The following arose during discussion:

- Regarding the proposed Terms of Reference for the Academic Planning and Priorities (APP) Committee, concerns were raised that the composition of the APP was incongruent with the samples provided from comparator universities.
  - In particular, it was noted that at other universities Provost and Vice-President Academic chairs these committees.
  - It was requested that the Review Task Team revise the APP Terms of Reference to better align with the intended purpose of the proposed committee.

AGC-12-04-24-2012
Moved by M. Milner, seconded by J. Stock THAT the Academic Governance Council approve the recommendations of the Review Task Team on Faculty/School Council as amended in Agenda Item 5.8.1.

Carried

5.9 Centre for Arts and Communications Council
5.9.1 Bylaws
Denise Roy, Chair of the Centre for Arts and Communications (CFAC) Council, presented the CFAC Council Bylaws for approval. The following points arose during discussion:

- It was requested that section 5.1.5 of the Bylaws, be amended to indicate that the Students’ Association will ‘select’ rather than ‘elect’ the student members of council.
Clarification was sought as to whether or not there is room for Faculty/School Councils to change the wording of section 6.0 Chair and Vice-Chair. This was in reference to the April 3 Executive Committee’s request to change CFAC Council Bylaws subsection 6.1, which originally stated: “Until such time as Deans are academic appointments at Grant MacEwan University, the Dean will designate a Chair of the CFAC Faculty Council as elected from the members, for a 2-year term,” to the wording of the sample bylaws: “The Dean or designee will chair the CFAC Council.”

- It was explained that the wording of subsection 6.1 should conform to established policy (Recommendations on Faculty/School Councils for Grant MacEwan University as approved by AGC in June 2011, 4.1; motion number AGC-03-06-13-2011).

It was agreed to refer the CFAC Council Bylaws back to CFAC Council for review.

**AGC-13-04-24-2012**
Moved by L. Mazo, seconded by R. Irwin THAT the Academic Governance Council approve the Bylaws of the Centre for the Arts and Communications Council, as approved by the Centre for the Arts and Communications Council (February 28, 2012), as presented in Agenda Item 5.9.1.

Defeated

**AGC-14-04-24-2012**
Moved by R. Ginther, seconded by T. Costouros THAT the Academic Governance Council refer the Bylaws of the Centre for the Arts and Communications Council Back to the Centre for the Arts and Communications Council for review.

Carried

5.10 Faculty of Arts and Science Council

5.10.1 Bylaws
David Higgins, Chair of the Arts and Science Faculty Council, presented the Arts and Science Faculty Council Bylaws for approval.

**AGC-15-04-24-2012**
Moved by D. Higgins, seconded by R. Meleshko THAT the Academic Governance Council approve the Bylaws of the Faculty of Arts and Science Council, as approved by the Faculty of Arts and Science Council (8 March 2012), as presented in Agenda Item 5.10.1.

Carried

5.11 Faculty of Health and Community Studies Council

5.11.1 Bylaws
Pat Moore-Juzwishin, faculty member of the Health and Community Studies Faculty Council, presented the Health and Community Studies Faculty Council Bylaws. The following revisions were requested:

- Professional Resource Faculty – Librarians: Regarding section 5.1 Composition, it was requested that this section be revised to include a Librarian member to better align with the wording and intention of the Recommendations on Faculty/School Councils for Grant MacEwan University as approved by AGC in June 2011, 3.1; Motion AGC-03-06-13-2011 which states: “1 Librarian or other Professional Resource Faculty, elected as determined by the Faculty/School Council”.
- Student Members: Regarding section 5.1.7, which read: “A maximum of four (4) student members... The Students’ Association will conduct the election process for student members.” It was requested to:
  - Include a minimum number of student members (i.e. two).
Change from “election” to “selection”. By using the wording “selection” this would give the SA greater means to fill vacant positions in a timely manner.

It was agreed to send the Bylaws back to the Health and Community Studies Faculty Council for review.

AGC-16-04-24-2012
Moved by M. Milner, seconded by K. Hood THAT the Academic Governance Council approve the Bylaws of the Faculty of Health and Community Studies Council, as approved by the Faculty of Health and Community Studies Council 6 March 2012, as presented in Agenda Item 5.11.1.

Defeated

AGC-17-04-24-2012
Moved by D. Drohan, seconded by W. Belton THAT the Academic Governance Council refer the Bylaws of the Faculty of Health and Community Studies Council back to the Faculty of Health and Community Studies Council for revision.

Carried

5.12 School of Business Council
5.12.1 Bylaws
Elsie Elford, Chair of School of Business Council presented their Bylaws.
AGC reviewed the Bylaws and requested them be returned to the School of Business to revise the following:
- That the mandatory wording in the template in relation to composition, namely that there should be a minimum of two students.
- There should be a consistent number of student members - from 2 to 4 students.
- There was concern with the wording, “The Students’ Association will conduct the election process for student members.” It was requested to change the wording from “election” to “selection” so that the SA would have the means to fill vacant positions in a timely manner.

It was agreed to send the Bylaws back to the School of Business Council for review.

AGC-18-04-24-2012
Moved by E. Elford, seconded by L. Mazo THAT the Academic Governance Council approve the Bylaws of the School of Business Council, as approved by the School of Business Council (3 February, 2012), as presented in Agenda Item 5.12.1.

Defeated

AGC-19-04-24-2012
Moved b D. Drohan, seconded by C. Hancock THAT the Academic Governance Council refer the Bylaws of the School of Business Council back to the School of Business Council for review.

Carried

5.13 Academic Policies Committee
5.13.1 Policy C2035: External Course Taking
Susan May, Chair of the Academic Policies Committee, presented a new Policy C2035: External Course Taking for decision.
AGC-20-04-24-2012
Moved by J. Paterson-Weir, seconded by D. McFadyen THAT the Academic Governance Council approve the Policy C2035:External Course Taking, effective September 1, 2012, as recommended by the Academic Policies Committee (February 28, 2012), as presented in Agenda Item 5.13.1.

Carried

5.13.2 Policy C5040: Visiting Scholars
Susan May, Chair of the Academic Policies Committee, presented Policy C5040: Visiting Scholars, for decision. It was noted that this policy was a result of review of C5045 – Endowed Chairs and Scholars, and that the Committee had decided to split the establishment of processes and criteria for two very different categories: Visiting Scholars and Titled Chairs.

AGC-21-04-24-2012
Moved by W. Belton, seconded by J. Stock THAT the Academic Governance Council approve the Policy C5040: Visiting Scholars, effective September 1, 2012, as recommended by the Academic Policies Committee (February 28, 2012), as presented in agenda item 5.13.2.

Carried

5.13.3 Policy C5045: Titled Chairs
Susan May, Chair of the Academic Policies Committee, presented Policy C5045: Titled Chairs, for decision. The AGC was informed that The Faculty Association is doing similar work looking at Adjunct Professors.

AGC-22-04-24-2012
Moved by D. Drohan, seconded by M. Milner THAT the Academic Governance Council approve the Policy C5045: Titled Chairs, Effective September 1, 2012, as recommended by the Academic Policies Committee (February 28, 2012), as presented in agenda item 5.13.3.

Carried

6.0 Question Period
No items were raised for question period.

7.0 Future Agenda Items/Next Meeting – May 22, 2012 – Room 9-102, City Centre Campus

8.0 The meeting adjourned at 9:30 p.m.