1.0 Call to Order

- The meeting was called to order at 12:30 p.m.

2.0 Approval of Agenda/Consent Agenda - Main Motion

MOTION: SOBC-01-01-05-2016

- Approval Minutes School Council meeting, October 1, 2015
  Moved by Noufou Ouedraogo. Seconded by Khalaf Al-Jarrah. Carried

MOTION: SOBC-02-01-05-2016

- Motion to amend the Agenda by combining items 7.0 & 8.0 together.
  Moved by Makarand Gulawani. Seconded by Gregory Springate. Carried.

- The Main Motion was carried as amended.

3.0 Business Programs & Curriculum Committee

BCom Admission Criteria Review - Group A & Group C Courses (G. Lucyk)

Background:

- A review of BCom admissions criteria occurs every 5 years. A request to have a new category of courses included within admissions requirements for the BCom was discussed at department meetings. A proposal was put together, and the consensus was to proceed with it.
- BPCC members reviewed and recommended four of the five proposed changes to the BCom admissions requirements. However, concerns were raised about one of the five changes - the proposal to remove the requirements for one Group A course and one Group C Course.
- BPCC members recommended that the proposal be discussed, and decided upon, at the Jan. 5 School Council meeting, prior to it being submitted to the January 27 meeting of The Committee on Admissions and Transfer (CAT), and then on to Academic Governance Council (AGC).

The following items arose in the discussion:

- More information is required as how proposed changes would align with the admission requirements of other faculties/ schools.
• In context of the competitive admission based on GPA (75% for 2016-17) of the five presenting subjects, could students who chose a more difficult academic course, e.g. Science, be disadvantaged.
• Given that a high School Diploma is not an admission requirement, could there be an impact if allowing ELA, Math and any three courses. Would this eventually lead to university-bound business students not taking the more academic subjects, in order to achieve a more competitive GPA?
• Makarand Gulawani – Asked whether an admission criteria is going to be equivalent to NAIT or Mount Royal University, and should it be changed to match either institution.
• Raina Rudko – Raised a concern about not requiring a language or science; it is a requirement of other MacEwan programs. Elsie Elford commented that quite a number of students already transfer from Arts to the BCom program.
• Patti Callaghan – Discussed the evaluation of student’s development and critical thinking.
• Greg Springate – believed that it is good to open the criteria door wider, however raised concerns regarding the ranking of applicants. Gordon Lucyk confirmed there is a requirement of a GPA of 75% to be admitted to the program.

Consensus

• Three Alternatives were proposed and displayed on a graphic by Gordon Lucyk. School Council members were asked which alternative they supported, by displaying a show of hands. The majority were in support of Alternative 1.

MOTION: SOBC-03-01-05-2016

• It was moved by Gordon Lucyk, and seconded by Sherif Elbarrad that Alternative 1 be submitted to CAT. All were in favor; there was no opposition, carried. The admission requirement will be revised as per Alternative 1.

4.0 Announcements (Council members)

4.1 ASAC Conference, June 4-7, 2016 (Noufou Ouedraogo)

• The School of Business is hosting the ASAC Conference, June 4-6, 2016. It will be held at the Shaw Conference Centre, apart from the Doctorial Consortium, which will be held at MacEwan.
• The paper submission deadline is February 2, 2016. Noufou encouraged members to send a call for papers to their networks. There will be a call for volunteers in due course.

4.2 University Promotion Committee Elections & Membership (Elsie Elford)

• The Provost has called for elections to take place for the University Promotion Committee, with two representatives from each school and faculty, as set out in the Collective Agreement, Article 9.
• A call for interest will go out this month. There are eligibility requirements:
- Must be a continuing member at an Associate Professor or senior level.
- Cannot be a promotion applicant, or a member of an Academic Review and Promotion Committee, due to conflict of interest.

- The School of Business Academic Review and Promotion Committees (ARPCs) have been established. They will meet to discuss applicants in coming months, prior to being put forward to the University Promotion Committee.

5.0 Dean’s Report (Elsie Elford)

5.1 Community Engagement

- The Dean commended the work that the School of Business has been engaged in over the past year.

5.2 Budget – Presentation made to Budget Advisory Committee, Nov. 2015

- The Dean discussed the presentation that was made to the Budget Advisory Committee in November, 2015. It indicated concerns regarding faculty ratios in terms of full-time to part-time.
- Following discussions with the Provost and Dean’s Council regarding enrollments and Sessionals, a strong request was made to hire more full-time continuing faculty. Bridge funding over 2 year was requested to hire two new full time faculty (this was the only funding available).
- A pitch was made for a carry-forward, as there was a surplus because not all positions had been filled. The pitch was received favorably. Hopefully it will be implemented over the coming year.
- Overall $4.3 Million to the proposals submitted by faculties/schools, but not all will be funded, however, the Dean is confident that most academic priorities will be funded. A formal communication will be distributed after the January 7 Budget Advisory meeting.

Questions

- Bob Graves raised a question regarding targets ratios, full time to part time. The Dean highlighted an example of progress made in the Accounting and Finance department; as a result of curriculum integration and class amalgamation there is a 60:40 ratio.
- SoB initiatives have been made in regards to enrollment, in the context of the University strategic target. An option could be to decrease enrollment. This, and other options, will be discussed at the Deans and Chairs meetings. The Dean will update on same, in due course.

6.0 Presentation

6.1 Update on MacEwan International (Kimberley Howard, Executive Director, MacEwan International)
• Mandate: To develop and implement the internationalization plan for the University, in alignment with the integrated strategic plan, and the support of the MacEwan Committee on internationalization, which is chaired by Michael Roberts. Odette Pinto is a member of the committee.

• Kimberley outlined the structure of MacEwan International.

• The definition of an international student: A student who pays international fees. New Permanent Residents are considered international students by an institution for fee purposes. Refugees pay domestic fees. Exchange students pay their home country institution.

**International Students**

• Kimberley displayed a slide showing source countries for 2012-2015, which had been distributed prior to the meeting. Numbers for January 2016 were not available. There are 1,100 International students; over two thirds are from China (36%) and India (33%), Vietnam (4%), followed by Korea, Nigeria and Mexico. The goal is to aim for 1,500 students.

• School of Business has highest number of international students of any program, fluctuating at around 40%. The top 3 programs are Business Management, Accounting & Strategic Measurement and Human Resources Management. The BCom Degree is most popular with Chinese students. There are also quite a number of undeclared; but the majority chose accounting as a major.

**Exchange students**

• The SoB has the highest number of international partnerships.

• Europe is most popular destination. Other destinations are being advocated. Initiatives have been implemented to overcome the language barriers for exchange students who study in foreign countries.

**Resources & Networking**

• Kimberley encouraged faculty to be conscious of international students, and to embrace creative networking opportunities. There are four International research network groups.

• There will be three learning opportunities available at CAFÉ this term:
  1. Assessing your intercultural Competence
  2. Introduction to Intercultural Communication for Educators
  3. Creating Education Abroad Opportunities for Your students

**Questions**

• *Raina Rudko* and Bob Graves ask about the identification and numbers of international students in classes. Kimberly said there is no way to differentiate international categories
within classes. She did say that SAMU has sponsored one refugee student, and there have been thirty exchange students this year.

- **Patti Callaghan** - Enquired how MacEwan tracks international student alumni. Kimberley stated that it would be desirable to create an international alumni database, however the university doesn’t record students contact emails, as consent is required. The ban of g-mail in China is also problematic.

- It was suggested that Business combine efforts with Arts and other programs, to obtain fully subscribed study tours. Kimberley confirmed tours are already open to students who have a number of credits, not only business students. Informative emails do go to other departments, however there hasn’t been much uptake; strategies could be improved.

- **Noufou Ouedraogo** – Asked if services exist that contribute to the success of international students. Kimberley explained that international integration seminars exist to help students navigate to a new institution, culture and language. The department has also hired an immigration certified employee to provide advice, and are supporting three advisors to obtain same. Kimberley concluded by sharing her contact details. The annual update will be distributed in due course.

### 7.0 Executive Committee

#### 7.1 & 8.1 Update (C. Hancock, Vice-Chair)

Discussions at the most recent Executive Committee included:

- Minors and Co-op: there is student interest.
- A new policy that is in process for Deans, which may impact our work on by-laws. This led to discussion of item **8.1 Update (Participation of Sessionals & Advisors)**
- The Ad Hoc Bylaws Review Committee is making revisions; Quorum numbers have been lowered. Two ideas have evolved regarding the inclusion of sessionals and advisors at School Council:
  1) Make a call to elect four sessionals, and two advisors. An implication would be the question of compensation of sessionals; service is not required as a component on their workload.
  2) Allow all sessional and advisors to attend, but only the first four sessionals, and the first two advisors to arrive would be allowed to vote at that meeting. The remainder of both groups could participate in the council, but not vote at that particular meeting.

**Discussion points**

- Randy Jenne commented that if sessionals are elected, it could be problematic if they don’t stay at MacEwan in the next term.
- Jacqueline Devlin suggested that it may be easier to get sessional participation if they can vote, rather than just the first four who turn up.
It was requested that any further feedback be emailed to either Chris Hancock, or Bob Butler. There will be a draft produced and brought to the next School Council.

7.2 Motion re: Course Approvals & Changes - Procedures for School of Business (G. Lucyk)

Background

- Course and program of study changes are passed at the department level, and then submitted to Institutional Analysis and Planning (IAP), for further consultation on a university-wide basis for a two week period. IAP sends a message in the Global Mail about new or revised courses, and asks for feedback. AGC permits each faculty/school to determine what the best method for approvals. The School of Business’s proposed approach differs from that of other faculty/schools.

Proposed change to Course approval process

- Course changes would continue to be passed at the department level, and approved by the Business Programs and Curriculum Committee (BPCC), which is a committee of the School Council.
- A request was put forward for School Council to delegate to BPCC the recommendation of new and changed courses, and BPCC will send them directly to AGC. This would alleviate the issues that arise because most course changes occur in the May, June period, after the last School Council meeting of the academic year.
- Program changes will still go to School Council.

Discussion points

- Michael Roberts – asked if BPCC had a mandate for approving courses; could they be subjective if they don’t like a course, and override a department decision. Makarand Gulawani and the Dean responded by underlining collegial spirit, and trusting colleagues. If difficult questions do arise, BPCC can do two things: they matter is referred back to Department level, or can be resolved at School Council. The terms of reference can be reviewed online at the AGC website.

MOTION: SOBC-04-01-05-2016

“That School of Business Council delegate to Business Programs and Curriculum Committee (BPCC), recommendations of all new courses, course changes, and Master Course Syllabi.”

The motion was moved by Raina Rudko, and seconded by Randy Jenne. All were in favour, and the motion was carried.

8.0 Bylaw Review Committee: Previously discussed with item 7.1
9.0 Developing an Aboriginal Strategy for the School of Business (M. Roberts, B. Graves)

Background

- President Dave Atkinson has initiated the development of a MacEwan Aboriginal Strategy. Factors on how the University approaches aboriginal issues in education have been discussed. There is an impetus to address this topic, as the following initiatives have occurred nationally:
  - A recent meeting of First Nation leaders and post-secondary presidents;
  - Universities Canada has a positions paper on indigenous affairs;
  - The Council of Post-Secondary Institutions of Alberta also have a position on the topic; there are expectations from all orders of government;
  - other universities are making an Indigenous studies a required course, there is already lobbying for the same at MacEwan;
  - the topic fits into MacEwan’s Strategic Plan.

University and School of Business Strategic Directions

- APPC were asked to advance the Strategy, and have two issues:
  1. How are we going to advance education for Aboriginal students?
  2. What can we do to encourage MacEwan students to respect and acknowledge the role of Aboriginals in Canada?

- The topic will be discussed further at a ceremonial event on January 27. In light of this, Bob Graves recommended that SoB create its own Aboriginal strategy, as part of the overall University vision. A successful SoB Aboriginal business conference was co-hosted in October 2015 with the Canadian Council for Aboriginal Business. Aboriginal Business leader Nicole Bouchier is the 2016 Allard Chair. Further initiatives proposed included:
  1. Explore creating an Aboriginal business course.
  2. Host a SoB round table session in Spring 2016 to include Aboriginal community leaders, as well as faculty and staff.
  3. Enhance career success for Aboriginal students, including those returning to Aboriginal communities.
  4. Foster mutual appreciation and respect between Aboriginal students, non-Aboriginal students, and staff.

Discussion points

- Jennifer Bowerman sought clarification on how to identify Aboriginal students in the classroom, in order to incorporate their wisdom. The Dean said there is a list of those who have self-declared as Aboriginal but we will have to explore how it can be used. The Aboriginal Education Centre is also a resource.
The Dean suggested that this item could be brought back to Department Councils, and that an organizing committee should be established to plan for the round table. More details will emerge after January 27 event.

10.0 Consultation on Professor Emeritus Policy (E. Elford on behalf of the Provost)

- John Corlett, Provost and Vice President, Academic, requested that every Faculty/School Council address this topic, and provide feedback. The question is whether the Professor Emeritus title should be granted automatically upon retirement, whether it should be only to those who are full Professors on retirement, or whether certain qualifications should be required. Background information was distributed to Council prior to the meeting.
- The Dean reiterated Chris Hancock’s earlier comment that initially this was to go to AGC, but they believed it would be best to discuss at Faculty/School Councils.
- Bob Graves proposed having an active recommendation process, engaging School Council. He also suggested that the honour be bestowed on someone who is actively engaged in pursuing his or her career, not someone who plans to retire completely.
- The Dean gauged support for Bob Graves’ proposal. Approximately 50% showed their hands in agreement.
- The Dean requested that any further recommendations be sent to Bob Butler.

11.0 New Business - None

12.0 Question Period/ Open Discussion

- Raina Rudko asked why the end of term document collection process had changed. Rob Dean, Director of Finance and Business Operations, said that the School had been collecting more than required, for quality assurance. An electronic version is already on PeopleSoft, allowing the data to be accessed at any point. The collection of materials is a one-year-only obligation. A box had been circulated to collect exams for shredding, however the School is open to suggestions for a different process.

13.0 Future Agenda Items/ Next Meeting

- There were no items put forward. Elsie requested if any come up, that they be sent to Bob Butler.

14.0 Adjournment 2:00 p.m.