School of Business Council Meeting  
Wednesday, September 25, 2013  
4:30 – 6:30 p.m.  
Room 9-202 CCC  
MINUTES

1.0 Call to Order

The meeting was called to order at 4:30 pm. Quorum was met. The Chair introduced new members of the Council: Lauren Melnyk, selected by SAMU, Heather Molzan, Advisor (Diploma/ Certificate) member, and returning for a second term Erin Rennick, the Advisor (Degree Program) member. The latter two were selected by Advisors.

2.0 Agenda/ Consent Agenda

SOBC-01-09-25-2013

2.1 Motion: Moved by T. Carter, seconded by L. Adams that School of Business Council approve the Agenda and the Consent Agenda as presented, which includes the Minutes for the School Council meeting of June 14, 2013, the written reports for the Executive Committee, Business Program & Curriculum Committee, Faculty Development/Sabbatical Leave Committee, Standards Approval Committee and Academic Title Committee.

A new item and a change were brought to the Dean’s attention:

Under 9.0 – New Business: New Agenda Item 9.1

University Academic Policies Committee is conducting a review of Policy C1035 on Repeating Credit Courses. The committee is seeking feedback on proposed changes. The proposal was circulated to School Council in advance. Mark Arnison, the Chair of the committee will give a brief presentation and seek feedback.

Moving Agenda Item 7.3.1 after 4.0

Raina Rudko, the Chair of the Business Programs and Curriculum Committee is presenting item 7.3.1 - Program Review Summary Reports and Action Plans for BCom and Travel. She had to leave by 5:45 p.m. to teach, so this item was moved to immediately follow item 4.0 - Strategic Plan.

The motion to adopt the Agenda/ Consent Agenda passed unanimously. Carried

3.0 Announcements

3.1 The Dean congratulated the Business Management program as they have received accreditation from the Canadian Institute of Management. A celebration is to take place at South Campus on October 22.
3.2 The Student Business Conference is going ahead, and it is planned for March 5 at the Shaw Conference Centre.

3.3 The 2014 Allard Chair Selection Committee is working hard to identify a new chair in the near future. The luncheon is currently planned for April 8, with classroom visits planned for February and March.

3.4 Lyle Benson passed on information regarding the Professional Skills service staffed by Org A 310 students. They will provide peer services to students at the RBC Centre (Room 5-254) from noon to 5:00 pm on most weekdays. Please pass on to students if they need help with professional skills.

4.0 Strategic Planning Consultation (J. Corlett, Provost and Vice President Academic, A. Vladicka, Former Staff, now Contractor, and K. Shufflebotham, President’s Office)

The Provost gave a brief presentation on the draft Strategic Directions document regarding the planning process, planning context, and the three stages; strategic direction, foundation plans, and the integrated strategic plan that needs to be in place by June 30, 2014. All of MacEwan will need to work together to derive a plan from feedback to be reviewed and summarized. Alan Vladicka spoke on the eight Strategic Directions which are as follows:

1. Undergraduate degrees will form the structural framework of MacEwan University’s credential and program offerings, with credit certificate and diploma programs linked to one or more MacEwan degree programs.

2. Through its programs, services, community activities and facilities, MacEwan University will be a vibrant presence and contributor to the vitality of Edmonton.

3. By integrating research and creative activity, teaching and learning, and service, MacEwan University will establish a mutually-supportive “knowledge ecology” that reflects the primacy of the university’s undergraduate teaching and learning role.

4. The university will develop and implement a strategic, integrated approach to enrolment planning and management through its student recruitment, engagement, retention and success initiatives.

5. MacEwan University will expand and enhance its international education activities to bring the world to its campus and send its students and faculty to the world.

6. MacEwan University will be a preferred employer for both new and existing employees.

7. The University will foster and promote an institutional culture of integrity, accountability, evaluation and responsibility.

8. The university will cultivate a robust academic governance model that strengthens collegial decision-making and provides clear lines of academic authority.

A discussion followed regarding the key issues confronting the university.

Feedback was noted and will be reported along with the faculty feedback from School of Business Council consultation on October 15.

7.3 Business Programs & Curriculum Committee (R. Rudko, Chair)

Raina Rudko, Chair of BPCC, reported on the Program Review Summary Reports and Action Plans for BCom and Travel that were recommended to the Dean by BPCC. Background information was provided in the meeting package.
The Chair thanked all involved for their past work as the reports were very extensive. The BPCC will have an action plan to undertake over the next 2 years.

**SOBC-02-09-25-2013**

7.3.1 **Motion:** Moved by T. Carter and seconded by R. Jenne that School of Business Council accepts the Summary Reports and Action Plans for BCom and Travel, as presented by the Business Programs and Curriculum Committee. **Carried**

**5.0 Dean’s Update**

The chair noted that the written update regarding some recent accomplishments of faculty and students was distributed in the meeting package. The Chair then reported on

5.1 Recent Developments:

The Chair shared some recent statistics on enrolment in School of Business. Total number of students in Business Programs is about 3,800.

The Chair advised that she is now a member of AGC’s Executive Committee. It is helpful to know what is going forward to AGC.

5.2 HR Update

The Chair welcomed new faculty members to the School of Business, a number of who were able to be present at the meeting:

1. Aditi Raghuram
2. (Murli) Etyankara Muralidharan
3. Charles Keim
4. Rohit Jindal
5. Rhonda Reich
6. Jennifer Bowerman

5.3 Budget Information

The Chair provided a brief update on the Budget:

- The Ministry has accepted our comprehensive institutional plan with a $5 million deficit for this budget year, which must be resolved, and with a balanced budget required next year.
- Strategies employed in SOB included: sections were reduced, increased classroom utilization, increased teaching workloads by full-time faculty, and no vacancies filled. Resources and materials were reduced, as well as supplies and hosting. Administration will be looking at a plan regarding promotion, marketing and advertising budget.
- Some priorities in regard to funding:
  1. Research and scholarly activity;
  2. Student initiatives are a top priority, to try to reserve as much as we can, like case competitions and professional skills development; and
  3. Employer mixers and other events to connect students with business leaders and employers.
• Each department was provided with a budget so they can manage their budgets according to their priorities.
• Future challenges for MacEwan University and the School include:
  1. Uncertain provincial funding and directions;
  2. Increased enrolment expectations in the face of reduced funding;
  3. No extra funding for merit or increment salary increases; must find ways to cover within SOB budgets; and
  4. SOB already has 2/3 of MacEwan’s international program students, with the Strategic Plan discussing an increase, but with no revenue sharing in place.

There will be another budget challenge next year as we review our strategies and how effective they have been.

6.0 Academic Governance Council Update (Chair)

6.1 Report on September 24 meeting:

The Dean provided the report as faculty members were either not at AGC or not at SOBC, but no members were at both.

• The Provost noted that streamlining the number of University policies could take a few years.
• The Student Success Committee was revived with new terms of reference.
• Faculty of Commons has been renamed the Centre for Advancement of Faculty Excellence, or CAFÉ.
• Ryan Roth, the VP Academic at SAMU gave a presentation on strengthening student participation in governance.
• Admissions and Selections Committee presented two motions that were designed to remove perceived barriers to admissions. The motion was passed for the Bachelor of Child and Youth Care, but defeated for the Bachelor of Communication Studies.
• John Freisen, Provost’s Office, will collect feedback on the Ron Bond report from faculty, staff and students. The AGC review task force will report at a later date.

6.2 AGC Nominations Committee Proposal

The meeting package contained a copy of a memo sent to all Deans on behalf of the AGC Nominations Committee, which was seeking feedback on two proposals.

6.2.1 Coordinating calls for nominations for SOBC committees with calls for nominations for AGC Committees.

School of Business Council considered and provided feedback to the memorandum of AGC Nominations committee regarding the coordination of elections for AGC Committee and School Council committees. Kim Warkentine, AGC Coordinator was present to hear feedback directly.

Members of School Council could see the value in streamlining email messages by coordinating nomination calls, though it was also noted that some faculty appreciated the opportunity to submit their names for School Council committees after they had learned whether or not they were accepted for AGC committees.
There were also general comments about service on AGC committees. Firstly, some faculty might feel pressure to submit their names for AGC committees merely to meet their service commitment. Secondly, some faculty may have particular areas of interest and if they are not accepted for committees in their interest area, they may not wish to be asked to serve on another AGC Committee with an opening.

6.2.2 School of Business Nominees for AGC Committees

With respect to the delegation to School Council of recruiting and screening nominees where certain attributes are requested by committees, it was noted that School Council may not possess the broader context required, so this task would be better done by the AGC Nominations Committee.

The Dean summarized that there did not appear to be a strong consensus. School Council was supportive of coordinating nomination calls, but not necessarily of conducting screening and approvals, so in a modification of the proposal, it was suggested that names that are submitted or recruited could be forwarded to AGC Nominations Committee for their consideration.

7.0 Updates from the School Council Committees:

7.1 Executive Committee Motions:

**SOBC-03-09-25-2013**

7.1.1 **Motion:** Moved by Mark Arnison and seconded by Bob Graves to align Executive Committee terms and standardize committee annual reports and work plans. This motion will extend the terms of Executive Committee members to June 30, so the elections can be better coordinated, and it will stagger the terms. **CARRIED**

**SOBC-04-09-25-2013**

7.1.2 **Motion:** Moved by Makarand Gulawani and seconded by Tom Carter that Terms of Reference of Standing Committees of School of Business Council be amended by adding the following sentence:

*The committee will submit an annual work plan and report for approval by School of Business Council.* **CARRIED**

Kim Warkentine noted that reports could include items that were not included in work plans.

7.2 Ad Hoc Committee – School Standards for Academic Rank (Bob Graves)

Bob Graves commented that the committee’s last meeting was the day before. He thanked everyone for their feedback for the draft document. The committee reviewed the feedback and was discussed at yesterday’s meeting. He reviewed some of the suggestions from the feedback and the changes that were made in regards to the feedback. Bob noted that these standards will be used across the University. The committee unanimously endorsed this document and has forwarded it to the Standards Approval Committee which will review standards and approve. It could be possible that it could come back for questions or clarification to the Ad Hoc committee.
for consideration and amendments. He thanked all the committee members for all their hard work, good will and dedication.

8.0 Old Business  none

9.0 New Business

9.1 University Academic Policies Committee (Mark Arnison)

Mark Arnison spoke on Policy C1035 regarding repeating credit courses. The University currently uses the best grade when a course is repeated. It was proposed that a blended grade be used. Discussion ensued with a consensus view that the policy not be changed.

10.0 Question Period  None

11.0 Future Agenda Items, Next Meeting

Next meeting is planned for November 27.

12.0 Adjournment (6:30 p.m.)

SOBC-05-09-25-2013

Motion: Adjournment was moved by Travis Huckell. CARRIED

Minutes taken by D. Tymchuk