School of Business Council
Minutes of Meeting
Tuesday, April 28, 2016, 4:00 pm
Room 6-156

1.0 Call to Order
The meeting was called to order at 4:00 p.m. by Elsie Elford, who announced that:
- Quorum of 32 was met.
- The Vice-Chair, Chris Hancock, was not in attendance. Teresa Costouros replaced Chris as Vice-Chair for the meeting, as had been decided by Executive Committee.

2.0 Approval of Agenda/Consent Agenda

Items contained on the Consent Agenda:

2.1 Minutes of School of Business Council Meeting of January 5
2.2 Executive Committee:
2.2.1 Minutes of Executive Committee Meetings of April 5, February 12 & December 14 (For information)
2.3 Business Programs and Curriculum Committee (M. Gulawani, Chair):
2.3.1 Motion – Letter of Intent – Graduate Certificate, Public Relations, Fall 2018, C. Babiuk)
2.3.2 Motions – Program of Studies Changes:
2.3.2.1 Asia Pacific Management Diploma (Eliminates practicums, Fall 2017) (W. Wei)
2.3.2.2 Accounting and Strategic Measurement Diploma (Maps curriculum with CPA advanced certificate and aligns towards BCom, Fall 2017) (S. Elbarrad, H. Qadri)
2.3.2.3 Business Management Diploma (Expands business courses available for business elective, Fall 2017) (N. Ouedraogo)
2.3.2.4 Motions – Admissions and Selections:
2.3.4.1 BCom Admission Criteria Review (Aligns criteria with AGC/ CAT, Fall 2017) (Gordon Lucyk)
2.3.4.2 Admissions Criteria – Paralegal Studies Diploma (Aligns criteria with BCom, Fall 2017) (L. Adams)
2.3.5 Motion – Regulations, Fall 2017
2.4 Faculty Development/ Sabbatical Leave Committee:
2.4.1 Update attached (E. Elford)
2.5 Academic Governance Council Updates – Synopses for information

Motion: SoBC-01-04-28-2016

- The motion was moved by Khalaf Al-Jarrah. Seconded by Mark Arnison. There was no discussion. Elsie Elford called for a vote. Everyone was in favor. Passed.

3.0 Deans Update (Elsie Elford)

New Staff Announcements
- Sebastian Panciuk has been hired as Coordinator of Cooperative Education; he will be leading the new Co-op expansion.
- Ada Ness from the Office of the University Registrar will replace Shelly Brownlee as Team Lead at the School of Business Advising Centre.
- Shelly Brownlee will be transitioning from her current position to take over from Diane Emberg at the Office of the Dean, as Academic Coordinator.
- In University news, the Library has appointed Sandy Smith as New Associate Dean.

Convocation
- Convocation will take place on June 21, 2016; the morning ceremony will award Certificates and Diplomas, and the afternoon will be for Bachelor of Commerce students. Faculty were encouraged to attend. Colin Babiuk will be the Distinguished Professor for the morning and Rhonda Reich in the afternoon. Norene (James) Erickson will be the Mace Bearer in the morning and Frank Saccucci in the afternoon.
- The School of Business Convocation video message for graduates has been recorded; the School has the largest graduating class of the University. The video contains a congratulatory message from 30 Business faculty. It will be communicated on social media.
Proposed changes

The School of Business Academic Appointment and Review Committees (ARPC) recently engaged in the new promotion/tilting process, as set out in the Collective Agreement. The University Promotion Committee (UPC) received recommendations from the ARPCs and the Dean, and made its decisions in April, 2016; they recommended 4 out of 5 School of Business applicants for promotion.

Sherif Elbarrad was congratulated on his promotion to Full Professor. He will be the first Full Professor at the School of Business, and one of 6 Full Professors at the University. Michael Roberts (who was absent from the meeting) and Charles Keim were also congratulated for being promoted to the rank of Associate Professor, as well as Dal Pirot for being promoted to the rank of Assistant Professor. The effective start date for their new titles will be July 1, 2016.

Town Hall Meeting – Sessionals

Chair by the Dean, the first School of Business Town Hall information-sharing meeting with sessional faculty took place. Associate Dean Gordon Lucyk responded to questions regarding classroom management and exam deferrals. Helpful suggestions emerged at the session. Department Chairs were acknowledged for their participation at the event. A similar session may take place in the future.

Social Enterprise and Innovation Hub – Proposal to be in FFAC Building

Alberta’s publicly funded post-secondary institutions will receive $2.3 billion in operating grants in 2016-17. This is a 2% increase over last year, which delivers on government’s promise of sustainable funding for post-secondary. The School of Business was able to bridge-fund two positions until retirements take place in two years.

The Federal Government launched a $2 billion infrastructure fund for post-secondary campuses across Canada, with a submission deadline of May 9, 2016. The provincial government, whose matching funding is required, will be vetting all proposals first. The outcome will be known in June, 2016, and projects must be finalised by April, 2018. The application process will be highly competitive.

MacEwan’s proposal was comprised of plans from School of Business, the Faculty of Arts and Science and the Library. The School’s submission closely followed guidelines set out by the government, and highlighted a proposed social enterprise and innovation hub/start-up space. This would be modeled on similar spaces that exist at other universities, and would facilitate entrepreneur-style projects such as Mission Possible. It could potentially lead to student projects evolving into new businesses, new partnerships with industry, and ultimately contribute to the economy. An interdisciplinary approach, integrating all departments that could avail themselves of the benefits of the hub, has been discussed and advocated at Dean’s Council meetings, with the hope that it will encourage innovation and entrepreneurship as a whole at MacEwan University.

Ex officio member, Debbie McGugan, Dean, Libraries, was invited to speak regarding the proposed Library expansion. As the grant relates to research and innovation, the Library has proposed a three-prong proposal to foster research collaboration: 1) Install high-tech equipment, such as prototyping and 3D equipment. 2) Create an exhibition space with mobile furniture. 3): Create a geo-spatial visualization center, to look at and manipulate raw data on large screens, such as census data. Faculty, staff and community partners could access and utilize these facilities at the Library.

4.0 Business Programs & Curriculum Committee Motions

4.1 Legal Assistant Diploma Program of Study Change, Name change to Paralegal Studies Diploma & Revised Admissions Criteria – (Fall 2017) (Lorrie Adams)

Elsie Elford pointed out that agenda item 4.1 constitutes 3 separate motions. She stated that the motions are detailed in the School Council package distributed, and she read the motion 1:

Motion: SOBC-02-04-28-2016

“That School of Business Council recommend proposed changes to the Legal Assistant Program of Study”.

Teresa Costouros moved. Thomas Carter seconded.

Background

The Legal Assistant program has been at MacEwan for decades. It is a two-year program in which students learn about practical and procedural steps in litigation, real estate transactions and criminal law, as well as other areas. The program takes in 40 students per year. Last year there were 215 applicants.

Proposed changes
• The current program’s employer focus is on law firms, however legal services have evolved and are increasingly provided by non-lawyers, as identified by the Law Society of Alberta in its 2015 report. The report also identified a gap in education and training for this expanding employment sector. The revised program of study will permit students to complete a two-year paralegal studies credential at MacEwan. The legal studies diploma would be utilized and expanded by modifying curriculum, keeping core areas, and adding administrative law and regulatory law.

• All courses in the proposed program of study will be university-credit-able. The revised program of study will offer students the option to continue their studies to obtain a Business Major in the Bachelor of Commerce degree, by completing 60 credits of course work. Students could apply their diploma credits towards other majors in the Bachelor of Commerce, or other MacEwan Programs. Lorrie referred to a projected slide listing the many job opportunities that exist for paralegals.

Discussion

• Patti Callaghan enquired if the Legal Studies Diploma will continue to be a cohort. Lorrie confirmed that it will not be a cohort program anymore, which will give students more flexibility to design their schedules. Student enrollment and measures to ensure students get first access to the courses that they need, are currently being worked on, and any issues will hopefully be resolved by September 2017.

• Debbie McGugan asked when the implementation date will be. Lorrie Adams said that the aim date is September 2017. Half of the course revisions, which have been brought to the University level, have been completed this year. Five/six courses remain to be completed in a similar fashion next year; this would facilitate student intake in September 2017.

• Elsie Elford and Lorrie Adams acknowledged the large amount of work that went into the proposal. Industry members have provided much input, which is fitting given that the program is many years old, and they have expressed their encouragement regarding the course changes.

• Belinda Panganiban raised a question regarding the transition of students who have not finished the current program. Lorrie Adams explained the advantage of being a cohort program: that knowledge exists regarding where students will be at in the program. The program will continue to offer the courses to students who entered into the old program in order to complete, which will require the School to offer the old courses for a period of time.

• Elsie Elford called for the vote. Everyone was in favor. No one was opposed or abstained. The motion passed.

• Elsie read Motion 2:

Motion: SOBC-03-04-28-2016

“That School of Business Council approve the proposed the Program Name Change from Legal Assistant to Paralegal Studies and associated PARS Proposal Program/ Specialization Name Change”.

• Tom Carter moved. Raina Rudko seconded.

Background

• The proposed name change will align the program name with its revised program of study. The change would reflect developments in the paralegal field within Alberta. The name ‘paralegal’ is becoming the label predominantly being used by industry, as well as by associations and in job advertisements Canada-wide. The Ministry will have the ultimate approval on the proposed name change.

Questions:

• Ex officio member Mike Sekulic the University Registrar, made reference to the recent nationwide change from Bachelor of Laws (LL.B) to Juris Doctor (J.D.), many institutions allow students with an LL.B. to ‘trade-in’. He questioned whether any thought had been given to the issue of prior credentials in the new development criteria. Travis Huckell stated that a number of factors have been considered in developing revisions to curriculum. Lorrie Adams added that a transition plan exists, as it is anticipated current students will prefer to have the new credential. The students will be able to obtain credit for approximately 42-45 credits, however they will still have to take extra courses to qualify into the revised program of study and obtain the new credential. These courses will include 1) University Level English Course 2) a new legal course and 3) Business 201.

• Travis Huckell stated that the change aligns with student needs. He believes that Paralegal connotes an independent role compared to Legal Assistant; the industry is gravitating towards using the former. Lorrie Adams said that it will be an update of the program. Elsie Elford stated that MacEwan has always been at the forefront of paralegal education in Alberta in terms of research, and that paralegal elements already exist in the course. MacEwan graduates have experienced being categorized at a lower level upon entering industry, despite their qualifications. The Federal Department of Justice advertises specifically for MacEwan graduates, and when employed by same, graduates accelerate in a career path from Legal Assistant to Paralegal.
Lorrie Adams explained the rationale: core courses haven’t been changed, they have been upgraded to contain more depth and training; it is still the same subject matter, and only one course has been added.

The proposed changes do have the weight of endorsement by both faculty and industry. Elsie thanked those involved for their input.

Elsie Elford called for a vote on the motion. Everyone was in favor. No one was opposed or abstained. The motion passed.

Elsie read Motion 3:

**Motion: SOBC-04-04-28-2016**

“That School of Business Council approve the proposed alignment of Paralegal Studies Diploma Admission Standards with admission requirements of the Bachelor of Commerce program”.

Noufou Ouedraogo moved. Khalaf Al-Jarra seconded.

**Background**

- Legal Studies aligned their admission standards to the Bachelor of Commerce two years ago. There has been a change in the Bachelor of Commerce standards, and Legal studies would like to follow suit by no longer accepting English 30-2. In the 2015 admissions, 147 out of 215 applicants had 65% in English 30/1. Based on this statistic, there is no cause for concern that the change will cause any issues.

No one opposed or abstained. The motion passed.

### 4.2 Expand BCom co-ops to all majors, Fall 2017 (G. Lucyk)

- Elsie Elford stated that background information on this item was contained in the School Council package, which was shared and distributed electronically. She read the motion:

**Motion: SOBC-05-04-28-2016**

“To recommend the proposed Bachelor of Commerce Co-op Expansion to all majors effective Fall 2017”.

Etayankara (Murli) Muralidharan moved. Sherif Elbarrad seconded.

**Background**

- Since the BCom program was launched in 2007 with three majors (Management, International Business and Supply Chain Management), three additional majors have been added: Accounting and Finance (2011), Human Resources Management (2012) and Marketing (2012) - a total of six majors.

- The School of Business currently offers one Co-op program in the Bachelor of Commerce Supply Chain Management Program, which is well established, and conforms to the Canadian Association of Cooperative Education (CAFCE) guidelines. In 2013, the Bachelor of Commerce program completed an academic program review by Campus Alberta Quality Council. One of the recommendations from the external review was to expand Co-op to the other majors.

**Rationale**

- There has been positive feedback from students. They would gladly embrace the expansion of a Co-op program to their major. Some accounting students have already initiated their own form of Co-op during the tax period, when they take the winter term off and work for accounting firms. The idea to expand evolved from the School of Business Academic Summit in September, 2015; an expansion of the program would fit with the mission, vision and strategic direction of the University.

**Consultation**

- Internal and external consultation has taken place with regard to the expansion of the Co-op program. A Co-op project team has been established comprising Sherif Elbarrad, Rickard Enstroem, Diane Embreg, Shelly Brownlee, Cheryl Kuehn, Rob Dean and Sebastian Panciuk. Discussions were held with other institutions such as the University of Alberta. Rickard Enstroem met with industry representatives including employers who currently employ MacEwan Supply Chain Management Co-op students, as well as representation from the Supply Chain Management Association of Alberta. Sherif Elbarrad met with Carly Rigler, who oversees the practical experience team at the Chartered Professional Accountants Alberta (CPA).

**Application**

- Bachelor of Commerce students will be admitted to the optional Co-op stream through a competitive admission process: a combination of GPA in a minimum number of credits, as well as a demonstrated employment readiness, such as volunteering experience. This may differ for each of the majors. Students will be able to opt whether to apply or not.
• If a student’s Co-op doesn’t go as well as anticipated, they can revert back to their original major; it won’t impinge on their success in the program. The School aims to have applications open for Co-op in spring 2017. The first pre-employment seminar with all the majors will be in fall 2017. The first placement will be in winter, 2018.

**Discussion**

• Noufou Ouedraogo voiced that the expansion of the Co-op is an exciting development, as there has been much student demand for a Co-op program. Elsie Elford added that there also has been demand from employers.

• Elsie Elford called for the vote. Everyone was in favor. No one opposed or abstained. The motion passed.

4.3 BCom Supply Chain Management Co-op Education Major (Proposed new name: BCom Supply Chain Management Major; eliminates mandatory Co-op, Fall 2017) (R. Enstroem)

• Elsie Elford stated that background information on this item was contained in the School Council package which was shared and distributed electronically. She read the motion:

  **Motion: SOBC-06-04-28-2016**

  “To recommend to Academic Governance Council for approval the name change to the Bachelor of Commerce Supply Chain Management Co-operative Education Major, effective September 1, 2017”.

• Belinda Panganiban moved. Tom Carter seconded.

**Summary**

• Currently the Bachelor of Commerce (BCom) Supply Chain Management Chain Management Cooperative Education Major requires a Co-op (4 course) component. The proposal is to remove the words ‘Cooperative Education’ from the title of the Bachelor of commerce Supply Chain Management Education Major. This is in light of the Bachelor of Commerce program move towards an optional Co-op component for all majors.

• Creating an option to participate in Cooperative education will align with what other Business Schools provide, as few require Cooperative Education. The proposed changes would also positively affect students; some potential Supply Chain applicants already have significant industry experience before entering the major, therefore a Co-op isn’t attractive. Also, Supply Chain students who are unable to secure Co-op opportunities wouldn’t be required to switch to another major.

• The question was called and the vote occurred. Everyone was in favor. No one opposed or abstained. The motion passed.

4.4 Suspension of Bachelor or Applied Business Administration – Accounting (Reallocates resources to co-ops, pursuant to expansion of co-ops to all majors, Fall 2017) (S. Elbarrad)

• Elsie Elford stated that background information on this item was contained in the School Council package which was shared and distributed electronically. She read the motion:

  **Motion: SOBC-07-04-28-2016**

  “To recommend the suspension of the Bachelor of Applied Business Administration – accounting program, effective September 1, 2017, with the intention of program termination”.

• Humayun Qadri moved. Khalaf Al-Jarrah seconded.

• The Department of Accounting and Finance has two programs which are quite similar: 1) The Bachelor of Applied Business Administration –Accounting (BABA), and 2) The Bachelor of Commerce majoring in Accounting. The only significant difference between the two is that the applied diploma has a field study (8 months).

• Merging of the Bachelor Degree, Diploma and Applied Degree has already occurred; eleven courses have been consolidated in the Applied Degree, which are also in the BCom program. BABA has experienced reduced enrollment levels; many diploma students are block transferring to the Bachelor of Commerce (BCom) program directly, or graduating with the Diploma. Only 35 students are enrolled, which is not the optimum number to run the course efficiently.

• With the BCom plan to expand its Co-operative education program to include all majors in 2017, it will be very similar to BABA, and it is not feasible to run two parallel degree-level accounting programs. Alternative options will exist for diploma graduates; they can transfer to other institutions in Alberta that offer an Applied Degree in Accounting such as NAIT, or transfer to the BCom Co-op
program. The department will reallocate the resources from BABA to the BCom Accounting Major, whilst merging courses of the degree and diploma.

- The Accounting and Finance Advisory Committee were consulted on this matter and confirmed their support. They didn’t have a great deal of knowledge about the applied degree, but expressed that their candidate preference selection would be that of a Bachelor of Commerce graduate, as opposed to an applied degree graduate. This sentiment has been echoed by graduates who were experiencing challenges obtaining employment with the Applied Degree Qualification.

- Elsie Elford called for the vote. Everyone was in favor. No one opposed or abstained. The motion passed.

5.0 Proposed Competition Strategy (G. Lucyk)

- The concept for a competition strategy stemmed from the 2015 Academic Summit, as well as the BCom Review. A recommendation was made to continue to expand case competition opportunities, as they provide an enjoyable and worthwhile experience for students.

- A strategy group was formed, comprised of Ali Taleb, Diane Emberg, James Hayes, Michael Leung and Launa Linaker. The group identified an ecosystem of key stakeholders co-responsible for case competition functionality, promotion, advising and engagement: students, student clubs, faculty, advisors and administrative support. Competition opportunities that exist both internally and externally, across different year groups and disciplines, were also identified.

- A master plan for the next five years has been conceived (a copy is in the meeting package), with a strong focus on effective case teaching and developing case analysis. It focuses on how the School of Business can foster support for internal case competitions, and encourage a competitive approach to external competitions. This will better prepare students and enhance MacEwan’s reputation. In retrospect, it was acknowledged more could have done to prepare for past external competitions.

- Gordon acknowledged faculty who have been involved in case competitions this year: Mark Arnison, Ali Taleb, Leo Wong, Makarand Gulawani, Raina Rudko and Jim Hayes, and encouraged engagement going forward. He also advocated pro-active student selection for case competitions. It was recommended that the matter be discussed further at Department Council meetings.

Discussion

- Patti Callaghan highlighted a relevant course, Business 350 - Critical Thinking on Case Analysis, taught by Ali Taleb, which has a limited enrollment of 30.

6.0 Aboriginal Education Forum – Next Steps

(B. Graves spoke on behalf of Michael Roberts)

Background

- The School of Business formed an informal Aboriginal Education Committee, chaired by Michael Roberts. The Committee consisted of School of Business faculty, staff and other MacEwan University representatives including Judy Iseke, the Director of Aboriginal Programs and Services, and Krista Hanscomb, Student Advisor at the Aboriginal Education Centre. The Committee organized an Aboriginal Education Forum which took place on March 24, 2016.

Forum

- The forum went well, with two panels producing excellent discussion points. Panel One was titled ‘Building a Quality Environment for Aboriginal Learners’ and included the following participants:

Moderator: Lisa Weber, Lawyer, member of the Metis Education Council; Deputy Chief Adjudicator, Indian Residential Schools Adjudication Secretariat

1. Vincent Steinhauer, President, Blue Quills University (nuhelot’îne thaiyots’î nistameyimâkanak), Treaty Six Territory (St. Paul).
2. Ms. Kory Wilson, Executive Director, Indigenous Initiatives & Partnerships, British Columbia Institute of Technology, Burnaby; Chair, National Indigenous Education Committee of Colleges and Institutions Canada.
3. Sherri Chisan, Director of Programs, Blue Quills University – now nuhelot’îne thaiyots’î nistameyimâkanak, Treaty Six Territory (St. Paul).
4. Judy Iseke, Director, Aboriginal Education and Services, MacEwan University

Panel Two was titled “The Path Towards Indigenization” and included the following participants:

Moderator: Karen MacKenzie, President & CEO, MacKintosh Consulting; Former MacEwan Business program chair.

1. Shauneen Pete, Associate Professor & Executive Lead, Indigenization, Office of the President, University of Regina.
2. Nicole Bourque-Bouchier, CEO & Co-Owner, the Bouchier Group; 2016 Dr. Charles Allard Chair in Business.

Outcome

- It is the Committee’s hope that the Forum instilled an element of optimism in the Indigenous community that MacEwan is working towards something meaningful. A report on the Forum was being penned and will be made available; it may be particularly informative to those who were not in attendance. The report will be circulated amongst participants to ensure that they are comfortable with its content prior to distribution.

- The Committee currently operates with the blessing of the Dean’s Office, but there is no formal process yet for Faculties/Schools to participate in the University’s Indigenous initiatives. The idea of bringing a mandate to School Council for approval was discussed by the Committee, but it was concluded that this would be premature. The initiative is currently in a state of evolution and the School of Business’ future input is dependent on the decisions made by Academic Governance Council (AGC), and the Board of Governors.

- Elsie Elford invited anyone who would like to get involved in the process to contact Michael Roberts or Bob Graves.

7.0 Motion – Ad Hoc Bylaw Committee (B. Graves on behalf of Chris Hancock).

- Elsie Elford read the motion and explained that amending the Bylaws requires a Special Resolution, which requires a two-thirds majority to pass.

  Motion: SoBC-08-04-28-2016
  
  “To recommend to Academic Governance Council for approval the Revised Bylaws School of Business Council”.


Background

- In Fall 2015, School Council approved a motion establishing an Ad Hoc Bylaws Review Committee, which was to dissolve upon approval by AGC of School Council’s Revised Bylaws. The Committee consisted of Chris Hancock and Michael Roberts, who are both members of the Executive Committee, as well as Bob Graves, Raina Rudko, Randy Jenne and Jennifer Bowerman. Since Fall 2015 the Committee met four times and corresponded by email.

- On January 5, 2016, the Terms of Reference of the Committee were approved by School Council. At that meeting, a brief update was given regarding Bylaw revisions. Feedback was called for and received.

- On April 14, 2016 The Committee held a pre-meeting to consult with members of School Council on the proposed Bylaw revisions. Three key topics arose from that meeting, resulting in proposed amendments to the Revised Bylaws in relation to: 1) Students, 2) Advisors, and 3) Quorum.

Student Members

- The Committee had proposed that the School Council student membership number double from two to four. The change would be consistent with other Schools and Faculty Councils. At the pre-meeting, the idea of proportional student representation from each department was discussed. However, the idea was dismissed as not feasible, as a number of BCom students are undeclared.

  Motion: SoBC-09-4-28, 2016

- Bob referred to the projected slide with the proposal and read a motion to approve an amendment to add the sentence noted in red below:

  Article 5.1.7
  "Up to four students from the School of Business. The students’ Association will select the student members, who will serve for the balance of the academic year for which each is selected. In keeping with article 2.4, the Students’ Association is encouraged to select student members who will represent the diversity of the School of Business”.

- Victor Bilodeau moved. Mark Arnison seconded.
• Debbie McGugan explored the definition of ‘diversity’, by stating that it could be interpreted as program or cultural diversity. Bob Graves clarified that ‘diversity’ is not a hard requirement, but has been included to serve as a more general reminder to the Association to include students from different genders, departments, and programs.

• Joan Patrick mentioned that the Student’s Association often encounters difficulty fielding participants. She asked if the Committee has addressed this amendment directly with the Student’s Association. Bob Graves confirmed that the Committee hadn’t discussed it with the Student’s Association, as it is not a fixed rule, more a guideline; ultimately it would be the Association’s responsibility to manage the selection process.

• Elsie Elford called for the vote. Everyone was in favor. No one opposed or abstained. The motion passed.

Advisor Members

• Bob Graves read Article 5.1.3 on a projected slide, emphasizing the term ‘academic’ that exists in the current wording of the Bylaws:

“All continuing, probationary, and full-time limited-term academic staff of the School of Business”.

• Bob proceeded to read the proposed Article 5.1.6. which was on a projected slide:

“Two Academic Advisors, elected as determined by School Council, to serve for the balance of the academic year for which she or he is elected. The Academic Advisor may serve two continuous terms”.

• The Committee recommended the interpretation of the Collective Agreement followed by AGC and other Faculty and School Councils wherein “Academic Staff” includes Faculty School Advisors (though this interpretation is not required by the Post-secondary Learning Act).

• Currently, there are six School of Business Faculty School Advisors who would therefore be entitled to be members on School Council: Karyn Hall, Cheryl Kuehn, Janice Miller, Patrick Morris, Erin Rennick and Jonathan Schieman.

• Bob explained that with article 5.1.6 as it is, there would also be two more Advisors, who are members of MacEwan Staff Association, resulting in a current total of 8 Advisors.

Discussion:

• Patti Callaghan asked why ‘academic staff’ was used, and not ‘faculty’. Guest Kim Warkentine, of the AGC Secretariat, explained that this reflects the terminology used in the Post-secondary Learning Act. It is also the way that it is written in the AGC Bylaws. Using the term ‘faculty’ would be different from ‘staff’. Elsie Elford explained that differentiating Bylaws terminology from that used in AGC standards and legislation could result in inconsistencies.

• Raina Rudko sought clarification on whether the Council has been including advisors when counting quorum. Bob Graves confirmed that advisors were not included, as they have been non-voting. Under this proposal, they would become voting.

• Bob Graves raised the question of whether the two MSA Academic Advisors should be included as members of School Council.

• Gordon Lucyk voiced a concern that it could create an issue of equity if the diploma programs would not have any representation. Elsie Elford clarified that anyone could attend School Council, similar to AGC, but she emphasized that voting is the relevant discussion point.

• The consensus was not to change the proposed sections 5.1.3 and 5.1.6.

Quorum

• The Revised Bylaws proposed by the Ad Hoc Bylaws Review Committee would change quorum from 50% of voting members to one-third of voting members.

• The Committee has also proposed to increase the number of sessional faculty members from two to four, and to make Academic Advisors voting members. In both cases, there would no longer be a requirement for one from a diploma program and one from a degree.

• Joan Patrick noted that the proposed composition would include eight advisors, and four students, all with votes. If quorum were to be lowered as was proposed, there could be fewer instructional faculty members present, possibly shifting the balance when it comes to decision making.
The topic of quorum was discussed at length at the pre-meeting on April 14, 2016, during which three alternatives were developed. Bob read three options displayed on the overhead-projected slide:

- One-third of the voting members
- One-third of continuing, probationary, and full time limited-term instructional faculty.
- One-half of the voting members (status quo).

The second option (b) would ensure that instructional faculty would have proportionally dominant role in School Council. If there is a larger number of Advisors (8), and students (4), full-time continuing faculty would still dominate in numbers.

**Discussion**

- Noufou Ouedraogo spoke in favour of the status quo, saying it strengthened the legitimacy of academic decision-making. The goal should remain promotion of faculty attendance.
- Sheriff Elbarrad endorsed option b. He said that it is a more plausible option in terms of instructional full-time faculty dominating and making academic decisions. Noufou Ouedraogo echoed Sherif’s opinion, that if quorum was to be lowered one-third, it should consist of instructional full-time faculty members.

**Motion: 10-04-2016**

Bob Graves moved the following amendment to the draft Bylaws:

“That quorum be changed to one-third of continuing, probationary, and full time limited-term instructional faculty”.

Bob Graves moved. Mark Arnison seconded.

**Discussion**

- Belinda Panganiban asked why the ‘one-half option’ wouldn’t be desirable. Bob explained that it would mean one-half of voting members who attend are counted, regardless of who they are. The ‘one-third’ (option b) would ensure that instructional faculty would always remain dominant. It would also increase the likelihood of meeting quorum. It is similar to quorum at AGC: AGC Bylaws 12.7.4 Quorum is established at 27 members, 17 of whom shall be Academic Staff members.
- Joan Patrick made a comment that the numbers would approximately be the same. Bob Graves noted that, for example, the absence of students at today’s meeting would not have affected quorum. Joan stated that potentially there could be no non-instructional faculty in attendance to reach quorum. Bob Graves confirmed that was true.
- Teresa Costorouss voiced that it is better to steer towards decisions being made by instructional faculty, as opposed to non-instructional faculty.
- Belinda Panganiban asked whether those who fall outside of option (b) have voting rights. Bob Graves confirmed that they will not be counted for quorum, but will still have voting rights.
- Bob Graves again read proposed amendment(option b):

  “to change to one-third of continuing, probationary, and full time limited-term instructional faculty”.

- The voted was called. 18 people were in favor of the amendment. The amendment passed.
- Bob Graves referred back to main motion with amendments. Elsie Elford called the vote. A two-thirds majority were in favor: 28 were in favour, 3 abstained, and 2 were opposed. The Revised Bylaws as approved by School Council will be submitted to AGC for final approval.

**8.0 Chair’s Updates on Department Councils**

- As time was limited, Elsie Elford requested that the Chairs distribute their updates in writing after the meeting.
- The agenda items New Business’ as well as and ‘Future Agenda Items’ were also skipped due to time constraints.

**9.0 Announcements (Council Members)**

ASAC 2016 Conference (Noufou Ouedraogo)
MacEwan School of Business will host the 2016 Administrative Association of Canada Conference (ASAC) June 4-6, 2016, at the Shaw Conference Centre. The Doctoral Consortium and Case Track will take place on Saturday, June 4, 2016. There have been 344 papers submitted, inclusive of 13 papers by MacEwan School of Business faculty, 274 of which have been accepted.

Noufou acknowledged the organizational contributions made by fellow conference Co-Chair Etayankara Muralidharan (Murli), as well as Rory O’Neill, the Events and Communications Consultant for the School of Business. He requested that anyone who would like to help out with the conference contact either himself, Murli or Rory.

President’s Medal (Mike Sekalic)

The nomination deadline for President’s Medal nomination is April 29, 2016 for Spring Convocation. The deadline for Fall Convocation is October 8. Nominations should be submitted ahead of the recipient selection process. Some nominations have already been received.

Research Showcase and Employee Recognition Event (Rob Dean on behalf of W. Wei)

The School will be hosting a research showcase event on the morning of May 27, 2016. The event will be followed by lunch and a School of Business employee celebratory recognition event in afternoon, to honour faculty and staff reaching 5, 10 and 15 year milestones. Invitations have been sent to School of Business faculty and staff.

10.0 Adjournment

Motion: 11-04-28-2016

A motion to adjourn was made by Etayankara Muralidharan (Murli). The meeting adjourned at 5:35 pm.

Scribe: Claire Duggan