School of Business Council Meeting
Tuesday, September 6, 2016
1:30 – 3:30 p.m.
Room 9-202 CCC
MINUTES

1.0 Call to Order
The Chair, Dean Elsie Elford, called the meeting to order at 1:36 p.m. Quorum was met.

The Dean clarified quorum of 20 was set for the year at the Executive Committee meeting on August 22nd. As per the revised Bylaws, quorum for School Council shall be one-third of continuing, probationary, and full-time limited-term instructional faculty entitled to vote as of September 1st of each year. Faculty members who are on leave of absence or sabbatical leave are entitled to attend and vote, but shall not be counted when determining the quorum number for the year.

42 of the 58 eligible voting instructional faculty members were in attendance.

1.1 New Members
The Dean welcomed following members:

- Returning member: Darlene Lowe
- New faculty members:
  - Sundeep Bhangoo, Accounting and Finance,
  - Tiffany Schroeder, OB, HRM & MGMT
  - Bruce Thomson, OB, HRM & MGMT
- Students: Erika Bruneau, Shawna Large. Two more students to be selected by SAMU.
- New Staff Members who are resources to Council:
  - Shelly Brownlee, Academic Coordinator
  - Ada Ness, Team Lead, SSC
  - Heather Speers, Research Analyst; Working with L. Wong on Innovation Hub project.
- Advisor members of School Council who were present:
  - Faculty School Advisors: Erin Rennick
  - Academic Advisors: Shawna Jansen, Kimberly Tavares.

Retirement: The Dean thanked Lynn Sugden for his many years of service and wished him all the best in the future.

2.0 Approval of Agenda/ Consent Agenda

MOTION: Moved by Chris Hancock, and seconded by Michael Roberts that the School of Business Council approve the Agenda and Consent Agenda as presented, which includes the following:

2.1 Minutes, School Council Meeting, April 28, 2016
2.2 Executive Committee:

2.2.1 Minutes, Executive Committee, Aug. 22 (For information)
2.2.2 Motion - Annual Report of School Council for AGC
2.2.3 Motion – Executive Committee Revised Terms of Reference (staggered terms)
2.2.4 Motion – Faculty Development Committee Terms of Reference
2.2.5 Motion –Sabbatical Leave Committee Terms of Reference
2.2.6 Motion – Faculty School Advisor Evaluation Criteria
2.2.7 Motion – Department Councils’ Terms of Reference
2.2.8 Motion – Election of School Council Members:
2.2.8.1 Academic Advisors (MSA) (2)

2.3 Business Programs & Curriculum Committee (M. Gulawani, Chair):

2.3.1 Motion –Annual Report 2015-16 and Work plan 2016-17

2.4 Faculty Development/ Sabbatical Leave Committee (E. Elford, Chair)

2.4.1 Motion - Final Annual Report

2.5 Appointment Review and Promotions Committees

2.5.1 Motion – ratification of Dean’s selection of members and alternates (as per Collective Agreement)
(to follow)

2.6 Academic Governance Council Updates - Meeting Synopses – April 19, May 17, June 7

- Chris Hancock proposed two changes to the Agenda/Consent Agenda:

1. Add 2.2.9 – Motion – Nominate Martina King as the new Librarian member of School Council. The
motion had been added as a possible item to the Agenda Package on Google Drive on Sept. 2,
following the request of the Dean, Libraries.

2. Remove Item 2.5 Appointment Review and Promotions Committees and have it added to the Agenda
for the October 4 SoBC meeting.

- Michael Roberts recommended removing item - 2.2.7 Motion – Department Councils’ Terms of
Reference, from the Agenda/Consent Agenda, to be further reviewed by Executive Committee.

SOBC – 02-2016-09-06

MOTION: Moved by Tom Carter and seconded by Noufou Ouedraogo that the Consent Agenda be
amended as noted above. CARRIED

SOBC – 03-2016-09-06

MAIN MOTION: Approve the Agenda/ Consent Agenda, as amended. CARRIED
3.0 Dean’s Update

Enrolment

All programs met enrolment targets for Fall 2016.

Annual Reports – Faculty Evaluation

The Dean reminded faculty that Annual Reports are due September 15.

Sabbatical Leave

The Dean informed faculty if they are thinking of applying for Sabbatical leave, all applications are due to Paul Martin, Faculty Development Coordinator, CAFÉ by September 30.

Budget Process

Budget process is now underway with the Budget Advisory committee having been established.

Academic priority items emerged from the Summit and further discussions will be held to determine what will be presented at the Budget Advisory Committee. Presentations to the Committee from all faculties and schools will take place in November and results will be received in January 2017.

Deans’ Council

The Deans’ Council meetings will be held weekly, normally on Monday. Items that used to go to the Executive Council will now go to the Dean’s Council for discussion. The Deans will be more involved and participate in more robust discussions.

4.0 Presentation: Open Education Resources (Katelyn Garlough, VP Academic, SAMU)

Katelyn provided information and shared her research on OER’s - the use of open textbooks. Katelyn asked faculty for their feedback and thoughts on Open Educational Resources. She will compile a report once she has received feedback from all of the Faculty and School Councils and will then present them to AGC for their feedback.

What is an OER? Open educational resources (OERs) are any materials used for learning and teaching that are open to everyone. They have the ability to be edited, improved, and shared. This is done through open licenses, such as Creative Commons and are free for students to use. Students can download or print them for a cheap cost. It also helps instructors (don’t have to worry about licenses) because they can go in and adapt it and use a resource to fit with their courses.

Comments and questions received from faculty and staff:

- Randy Jenne posed the question: What would a typical student pay for textbooks for 5 courses per term?
- Students responded that costs can range anywhere from $500 to $1000 for textbooks.
Debbie McGugan, Dean of Libraries is meeting with representatives from our library, CAFÉ and representatives from the U of A to discuss a joint initiative to host a “textbook sprint”. It would involve having faculty from both institutions collaborating to create an undergraduate open textbook.

Mike Annett noted that publishers are increasing their offerings by making online interactive resources available for study guides for students, with pop up quizzes, tests and PPT. These features help instructors guide students with their studies or comprehensive questions. Are these features available in open textbook?

Katelyn responded that not all these features are available but the more we become engaged the more resources will become available. It is a bit of work for faculty as they will have to go in, review the textbook, make changes and adapt it to their courses. It can be a benefit as you can fine-tune it to your course and make it more relevant to your students within that course itself.

Randy Jenne posed the question: What is the intellectual property of copyright with the open textbooks?

Katelyn responded that under the creative commons licensing, there is a website that is directed to different creative commons with a variety that you can choose from. The instructor can choose completely open or you can choose not completely open. It allows the instructor to go in and remake it and it allows the student to recopy it or download it at no cost.

Raina Rudko added that instructors have a process for using copyright materials in the classroom where the publisher offers the option to have a course-pack booklet made with just the relevant chapters needed for the course. They sell it to students at a reduced costs. She suggested that Katelyn reach out and speak to publishers to see what different options that they may have to offer. Publishers can be flexible and open to many different ideas and can be empathic to students in trying to keep the costs down.

Sundeep Bhangoo suggested there would have to be a change in the process as textbooks would not be able change for present courses as there would have to be a revision of the MCS, which would take effect later. He also mentioned that accounting textbooks could be considered an investment as you may use the same resources as you go further into your CPA.

Debbie McGugan mentioned that the library has just launched a pilot project – it has acquired at least one copy of most required textbooks for courses being offered at CCC. These textbooks are available for a two hour loan from the CC Library Reserve Collection. This was in response to student demand and the high cost of textbooks.

The Dean stated there was a new hire in CAFÉ, Kim Peacock, Academic technology coordinator with experience in OER development and would be a good contact for resources.

Colin Babiuk noted that as instructors it would be helpful if there were resources that define books that are actually appropriate as open resources as some textbooks are not reliable, almost ‘fiction’. Is there a list of creative commons titles so we don’t spend hours going through each of these textbooks?
Katelyn agreed it could be a bit of a challenge to distinguish between the ones that are really well written and the ones that are not. This is where she felt it would be important for faculty to get involved in the peer review process. Katelyn mentioned there is a list of websites in the document she provided in the package. The biggest one that is used most is OpenStax. The websites listed have a majority of Canadian content in them.

For more information or questions, Katelyn can be contacted at savpacademic@macewan.ca

5.0 Motion - Strategic Plan for Research and Scholarly Activity, 2016-19 (W. Wei)

SOBC-04-2016-09-06

MOTION: Moved by Bruce Thomson and seconded by Tom Carter that the School of Business Council approve the Strategic Plan for Scholarly Activity, 2016-19.

William Wei, Associate Dean, Internationalization and Research, spoke to the motion, giving a quick overview of the Strategic Plan for Research and Scholarly Activity. The goal of the Strategic plan was to: create an environment that fosters quality research and scholarly activity for all faculty. Information was gathered from chairs and all faculty members over the past year to develop a plan with 4 strategic goals. The Strategic Plan for Research and Scholarly Activity, 2016-19 was provided in the package).

The motion was carried.

6.0 Chair’s Updates on Department Councils

This is a new item for each meeting which was proposed by the Executive Committee to help promote collaboration. Chairs will give brief updates of their activities from their Department Council meetings.

6.1 Accounting & Finance (S. Elbarrad, Chair)

- Proposal to suspend enrolment for the Applied Degree program was approved.
- Two new instructors were hired; Sundeep Bhangoo and Ahmed Eissa (who is to start in July 2017)
- In the process of updating CPA competencies in accounting courses.
- Sherif is the new Director of the Institute of Innovation and Management Education (IIME).

6.2 Decision Sciences (R. Enstroem, Chair)

- In the process of changing and updating 21 MCS
- Recruiting for a new faculty member for the department.

6.3 IB, MKTG, Strategy & Law (M. Roberts, Chair)

- Recruiting for new ‘legal’ assistant professor
- INTB 255, Study Tours change has been approved to include all study tours. New locations for study tours become a new section of that course.
An opportunity for a School of Business full-time faculty member to participate in a faculty exchange with the School of Economics in Prague. If this exchange interests you please contact John Alexander in the Dean’s Office by Sept. 23 with any questions (AlexanderJ7@macewan.ca). Details were emailed to all full-time faculty members.

Michael Roberts is the chair for the MacEwan Committee for Internationalization. They are looking for a faculty member to chair Global Awareness Week.

Opportunity for a faculty member to participate in a NAFTA exchange where they would spend one week in Mexico and one week in the US. Let Michael know if you are interested.

6.4 OB, HRM & MGMT (N. Ouedraogo, Chair)

- New full-time faculty members: Bruce Thomson, Dr. Tiffany Schroeder, Shadnam Masoud to be starting (Jan. 2017)
- Recruiting for a full-time faculty member to teach in the HR MGMT program.
- MGMT 312 is now open to B.Com students - originally it was limited to only diploma students.
- ASAC 2016 Conference held here at MacEwan was a great success. Next year the conference will be held in Montreal from May 29 to June 1, 2017.

7.0 ELECTIONS

In the revised Bylaws of School Council, adopted by School Council on April 28 and approved by AGC on June 7, separate Committees of Faculty Development and Sabbatical Leave were re-established. As well, new Terms of Reference for these Committees on the Consent Agenda that were approved earlier in the meeting include staggered terms.

The FACULTY DEVELOPMENT COMMITTEE and the SABBATICAL LEAVE COMMITTEE

The five members of the dissolved Faculty Development/ Sabbatical Leave Committee had been elected a year ago to two-year terms. Executive Committee decided that they would be asked if they wished to continue serving on the two new committees, though now with staggered terms. All five agreed to serve on the two committees, each of which have four members. Two were to serve for two year terms and two for one-year terms - as noted below.

FACULTY DEVELOPMENT COMMITTEE

1. Teresa Costouros, Two Years
2. Raina Rudko, Two Years
3. Sylvia Leskiw, One Year
4. Khalaf Al-Jarrah, One Year

Also, Vickie Nie, the Sessional Member of the former Faculty Development/ Sabbatical Leave Committee, was elected a year ago to serve a two-year term. Vickie will serve one more year on the new Faculty Development Committee.
SABBATICAL LEAVE COMMITTEE

1. Teresa Costouros, Two Years
2. Raina Rudko, Two Years
3. Sylvia Leskiw, One Year
4. Lyle Benson, One Year

SOBC-05-2016-09-06

MOTION: Moved by Carla Lemaire and seconded by Etayankara (Murli) Muralidharan that School of Business Council elect full time faculty members to the Faculty Development Committee and the Sabbatical Leave committee, as noted above.

The motion was carried.

WORKLOAD REVIEW PANEL

The nominations below were received from the floor. Victor Bilodeau could not be present but prior to the meeting had indicated his willingness to be nominated. He was nominated by Chris Hancock, Vice Chair.

1. Victor Bilodeau
2. Murli Muralidharan
3. Greg Springate
4. Khalaf Al-Jarrah
5. Patti Callaghan
6. Randy Jenne
7. Lyle Benson

SOBC-06-2016-09-06

MOTION: Moved by Noufou Ouedraogo and seconded by Teresa Costouros that the School of Business Council elect the members of the Workload Review Panel as noted above.

The motion was carried.

VICE CHAIR, SCHOOL OF BUSINESS COUNCIL & EXECUTIVE COMMITTEE

Term: Sept 1, 2016 to Aug 31, 2018 or until a successor is selected.

The following nomination of a continuing faculty member was received from the floor:

1. Bob Graves

SOBC-07-2016-09-06

MOTION: Moved by Carla Lamaire and seconded by Raina Rudko that the School of Business Council elect Bob Graves as the Vice Chair for School of Business Council and Executive Committee.

The motion was carried.
EXECUTIVE COMMITTEE
The nominations below were made from the floor. Staggered terms (two with two-year terms, and two with one-year terms) were to be determined following the meeting.

1. Teresa Costouros
2. Michael Roberts
3. Shankar Subramani
4. Bruce Thomson

SOBC-08-2016-09-06
MOTION: Moved by Rohit Jindal and seconded by Etayankara (Murli) Muralidharan that the School of Business Council elect faculty members for Executive Committee as noted above.

The motion was carried.

BUSINESS PROGRAMS AND CURRICULUM COMMITTEE
Term: Sept 1, 2016 to August 31, 2018 or until a successor is selected.

The nominations below were made from the floor. Dal Pirot and Stephanie Ibach were unable to be present, but prior to the meeting had indicated their willingness to be nominated. They were nominated by Vice Chair, Chris Hancock.

BPCC has had staggered terms for a few years, which is why three of the seven faculty positions were up for election this year.

1. Dal Pirot
2. Stephanie Ibach
3. Patti Callaghan

SOBC-09-2016-09-06
MOTION: Moved by Tom Carter and seconded by Chris Hancock that the School of Business Council elect faculty members to the BPCC Committee as noted above.

The motion was carried.

8.0 New Business
Teresa Costouros informed faculty members of a new contract with an international cohort for Insurance and Risk Management has been signed. It is designed for 20 students from India to complete a two year program of study to start Fall of 2017. Final details will be worked out over the next year.
9.0 Announcements

Institutional Learning Outcomes

Greg Springate informed faculty members that there would be a survey coming out from the Institutional Learning Outcomes working Group of APPC. He encouraged members to partake in survey and in focus groups.

Convocation

The Dean informed faculty members that Fall Convocation will be on November 15. A GroupWise invitation is to follow.

Social Enterprise and Innovation Hub

Leo Wong and Heather Speers gave a presentation on the Social Enterprise and Innovation Hub project.

- The vision for the hub is a place where students have a place to connect with the community to generate and develop innovative ideas, projects or enterprises that contribute meaningfully to society and the environment.
- The hub will be a combination of collaborative shared spaces as well as programming such as student projects, workshops, and events. The Hub will provide a space where connections can happen.
- Over the course of the next academic year they are piloting this hub in building 6 on the 3rd floor. They have put forward for all of these programs to be housed on the main floor in the new Centre for Arts and Culture.
- The hub will facilitate a program to match students in courses with community projects.
- A mentorship program will be run where faculty or experienced community members will work individually or in teams to mentor hub members.
- The goal of the program is to allow expertise to be shared throughout the community and have successful organizations come out of the hub.
- Please contact Leo Wong or Heather Speers if you have any questions or would like to support the Hub in any way: WongL67@macewan.ca; SpeersH@macewan.ca

Presidential Search

Chris Hancock is a member of the Presidential Search Committee. As part of a comprehensive consultation process, they have invited all members of the university community to provide input and feedback to the search committee through an anonymous online survey or by attending one of a series of town hall sessions. The consultation process is expected to conclude around September 25.

Sexual Violence Prevention Education Committee

Chris Hancock shared that the committee is in the process of creating a men’s program, with further information to follow shortly.

The Sexual Assault Centre in Edmonton also provides training at their centre if you are interested.
Faculty Association Board

Chris Hancock asked faculty members to mention to sessionals that there are two position available for sessionals on the Faculty Association Board.

Post-Secondary Learning Act

Chris Hancock noted that the province has contacted all faculty associations in the province, CAFA, SAFA and all faculty members to put forward position papers on the changes to the Post-Secondary Learning Act. Chris will provide any future updates.

The Dean shared that the memorial service for Misha Bazelevskyy would be held on Thursday, September 8 in the CN Theatre. Everyone is welcome to come and join in the celebration of his life.

10.0 Question/Period/Open Discussion – No questions were asked.

11.0 Future Agenda Item– Appointment Reviews & Promotion Committee (ARPC), Department Council terms of reference.

12.0 Next Meeting – October 4, 2016 at 4:00 pm, Room 9-201

13.0 Adjournment - 2:50 p.m.

SOBC-10-2016-09-06

Adjournment was moved by Lyle Benson. CARRIED

Minutes taken by Darlene Tymchuk.

As approved by School of Business Council at its meeting on October 4, 2016.
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<th>MEMBERSHIP</th>
<th>First Name</th>
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<tr>
<td>Dean</td>
<td>Elsie</td>
<td>Elford</td>
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<tr>
<td>Associate Dean</td>
<td>Gordon</td>
<td>Lucyk</td>
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<td>Associate Dean</td>
<td>William</td>
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1. INSTRUCTIONAL FACULTY

Accounting & Finance

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<tr>
<td>Khalaf</td>
<td>Al-Jarrah</td>
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<td>Sundeep</td>
<td>Bhangoo</td>
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| Department Chair
| Sherif      | Elbarrad     | X       |
| Jim        | Hayes         | R       |
| Stephanie  | Ibach         | R       |
| Joanne     | Loh           | X       |
| Darlene    | Lowe          | X       |
| Michelle   | Malin         | X       |
| Eloisa     | Perez         | R       |
| Odette     | Pinto         | X       |
| Dal        | Pirot         | R       |
| Humayun    | Qadri         | R       |
| Raina      | Rudko         | X       |
| Frank      | Saccucci      | R       |
| Gregory    | Springate     | X       |
| Shankar    | Subramani     | X       |
| Bill       | Venables      | R       |

Decision Sciences

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<tr>
<td>Mark</td>
<td>Arnison</td>
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<tr>
<td>Teresa</td>
<td>Costouros</td>
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| Department Chair
| Rickard    | Enstroem    | X       |
| Subhadip   | Ghosh       | X       |
| Muhammad   | Hossain (LOA)| |
| Randy      | Jenne       | X       |
| Rohit      | Jindal      | R       |
| Mico       | Kurilic (LOA)| |
| Sylvia     | Leskiw      | R       |
| Ryan       | Orchard     | R       |
| Joong      | Son         | X       |
| Sheila     | Steinhauer-Mozejko | R |
| Allan      | Wesley      | R       |

IB, MKTG, Strategy & Law

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<td>Fernando</td>
<td>Angulo Ruiz (SAB)</td>
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| Colin   | Babiuk            | X  
| Patti   | Callaghan         | X  
| Tom     | Carter            | X  
| Bob     | Graves            | X  
| Makarand| Gulawani          | X  
| Travis  | Huckell           | X  
| Brian   | Keller            | X  
| Carla   | Lemaire           | X  
| Etayankara (Murli) | Muralidharan | X  
| Albena  | Pergelova (SAB)   |  
| **Department Chair** |                |  
| Michael | Roberts           | X  
| Ali     | Taleb             | X  
| Leo     | Wong              | X  
| **OB, HRM & MGMT** |                |  
| Mike    | Annett            | X  
| Lyle    | Benson            | X  
| Victor  | Bilodeau          | R  
| Evandro | Bocatto (LOA)     |  
| Dianna  | Dempsey           | X  
| Norene  | Erickson          | X  
| Chris   | Hancock           | X  
| Charles | Keim              | X  
| Launa   | Linaker           | X  
| **Department Chair** |                |  
| Noufou  | Ouedraogo         | X  
| Belinda | Panganiban (SAB)  |  
| Joan    | Patrick           | R  
| Alan    | Riley             | X  
| Tiffany | Schroeder         | X  
| Masoud  | Shadnam (start Jan. 2017) |  
| Bruce   | Thomson           | X  
| Bruno   | Vanasse (LOA)     |  

**2. VOTING MEMBERS**

**Faculty School Advisors**

| Karyn | Hall | R  
|-------|------|---
| Cheryl| Kuehn| R  
| Janice| Miller| R  
| Patrick| Morris| R  
| Erin  | Rennick| X  
| Jonathan| Schieman| R  

**Academic Advisors**
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<td>Shawna</td>
<td>Jansen</td>
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<td>Kimberly</td>
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<td>Jacqueline</td>
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<td><strong>Students</strong></td>
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<td>Eva</td>
<td>Revitt</td>
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<td><strong>3. NON-VOTING</strong></td>
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<td>(Ex Officio)</td>
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<tr>
<td>President or designate</td>
<td>David</td>
<td>Atkinson</td>
<td>R</td>
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<tr>
<td>Provost &amp; Vice President or designate</td>
<td>John</td>
<td>Corlett</td>
<td>R</td>
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<tr>
<td>Dean of Libraries or designate</td>
<td>Debbie</td>
<td>McGugan</td>
<td>X</td>
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<tr>
<td>University Registrar or designate</td>
<td>Mike</td>
<td>Sekulic</td>
<td>X</td>
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<td><strong>Resources</strong></td>
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<tr>
<td>Director, Finance &amp; Business Ops</td>
<td>Rob</td>
<td>Dean</td>
<td>X</td>
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<tr>
<td>Project Coordinator</td>
<td>Bob</td>
<td>Butler</td>
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<td>Academic Coordinator</td>
<td>Shelley</td>
<td>Brownlee</td>
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<tr>
<td>Cooperative Education Coord.</td>
<td>Sebastian</td>
<td>Panciuk</td>
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<td>Ada</td>
<td>Ness</td>
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<td>Administrative Assistant</td>
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<td>Research Analyst</td>
<td>Heather</td>
<td>Speers</td>
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<td>Academic QA Coordinator</td>
<td>Ken</td>
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<td>AGC Secretariat</td>
<td>Kim</td>
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<td>Vice Provost</td>
<td>Cynthia</td>
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