1.0 Call to Order

The meeting was called to order at 5:45 p.m.

2.0 Approval of Agenda/Consent Agenda

The following items were approved on the consent agenda:

- 2.1 AGC Meeting Minutes: November 20, 2012
- 2.2 AGC Meeting Minutes: December 12, 2012
- 2.3 Executive Committee Minutes: December 11, 2012
- 2.4 Academic Schedule 2014-2015
- 2.5 Nominations Committee Report
- 2.6 MacEwan Sabbatical Leave Committee Annual Report 2012-2013 and Work Plan 2013-2014
- 2.7 Student Services Policy Committee Annual Report 2011-2012, Work Plan 2012-2013, & 5-Year Review Cycle
- 2.8 Information and Technology Management Committee Work Plan 2012-2013

It was requested that Consent Agenda Items 2.4 Academic Schedule 2014-2015 and 2.5 Nominations Committee Report be moved onto the agenda under Agenda Item 6.0 Committee Reports, to which AGC consented.

AGC-01-01-22-2013

Moved by L. Blyth, seconded by H. Symonds-Brown THAT Academic Governance Council approve the agenda for January 22, 2013 and the items on the consent agenda, as amended. Carried

2.4 Academic Schedule 2014-2015

[Scree’s note: Consent Agenda Item 2.4 was moved to the Agenda for discussion under 6.0 Committee Reports.]

Mike Sekulic, Chair of the Admissions and Selections Committee, presented the Academic Schedule 2014-2015, as approved by Executive Committee, noting the following correction:

- Remembrance Day in November 2014 is on Tuesday, not Wednesday.
A question arose regarding how the January start of term date compared to academic schedules of other area universities and the Edmonton Public School Board. M. Sekulic noted the January dates are more generous for the approved 2013-2014 and 2014-2015 academic calendars. Issues identified by AGC Executive Committee, including term start and end dates, as well as a defined examination period, are being reviewed.

2.5 Nominations Committee Report

[scribes note: Consent Agenda Item 2.5 was moved to the Agenda for discussion under 6.0 Committee Reports.]

Chris Hancock, Chair of Nominations Committee, reported that, in addition to the original slate of committee nominees presented in the Nominations Committee report, a nomination from the floor was received for the one AGC faculty member vacancy on the Ad Hoc Committee on Teaching Innovation and Excellence. The following slate was presented for approval:

**University Rank and Title Committee** (January 23, 2013 – June 30, 2015)
Gerard Bellefeuille, Assistant Professor, Faculty of Health and Community Studies

**Faculty Evaluation Committee** (January 23, 2013 – August 31, 2013)
Josh Stock, Student, Faculty of Arts and Science

**Ad Hoc Committee on Teaching Innovation and Excellence**
Pat Moore-Juzwishin, AGC faculty member

AGC-02-01-22-2013
Moved by C. Hancock, seconded by R. Meleshko THAT Academic Governance Council elect the slate of nominees for University Rank and Title Committee, Faculty Evaluation Committee, and Ad Hoc Committee on Teaching Innovation and Excellence, as amended in Agenda Item 2.5.
Carried

3.0 Report of the President

David Atkinson, President of MacEwan University, reported on the following items:

- Paul Davidson, President of Association of Universities and Colleges of Canada (AUCC), will be visiting MacEwan University as welcome as a new AUCC member.
- Dr. Ronald Bond, University of Calgary’s former Provost and Vice-President (Academic), will be conducting interviews January 29 and 30, 2013 at MacEwan University as part of the AGC Review. Two open sessions are arranged for AGC members to attend.
- A search to replace former Vice President University Advancement is underway. The focus and title of the position will be changed to Vice President External Relations, encompassing university advancement, community relations, alumni relations, marketing and communications, and government relations.
- Consultations are underway regarding the rebranding process. A general opportunity to participate will be available for those who have not received an invitation.
- Kevin Shufflebotham, new Executive Advisor to the President, was introduced.

4.0 Board of Governors Report

David Atkinson, President of MacEwan University, noted the Board of Governors report was included in the meeting package.

5.0 Report of the Provost and Executive Vice President Academic

Janet Paterson-Weir, Provost and Executive Vice President Academic, reported on the following items:

- The Psychiatric Nursing degree proposal is being presented to the Campus Alberta Quality Council board on January 30, 2013.
• A Site Review of the Bachelor of Science in Nursing was recently completed. At the exit meeting, the Nursing program received significant accolades, being referred to as “a flagship program.” The reviewers suggested MacEwan University publish its self-study guide and processes.
• Academic Planning and Priorities (APP) Committee consultations are concluded with Faculty/School Councils and affected AGC committees. APP will combine the work of current MacEwan Curriculum Committee, Strategic and Resource Planning Advisory Committee, and Distance and Distributed Education Committee with its additional responsibilities in September 2013. Nominations Committee will put out a nominations call for members in the spring.
• MacEwan University has applied for university status under Tri-Council with the Natural Sciences and Engineering Research Council of Canada (NSERC). University status will provide more competitive, broader-based research funding opportunities.
• MacEwan University won the Outstanding Delegation Award at the National Model United Nations Latin America 2013 Conference in Galapagos Islands, January 11-20, 2013.
• A revised timeline for individual applications for academic rank and title was circulated. An application timeline will be distributed each year. Approved standards for academic rank and title are located on the AGC website, under the Academic Titling tab.

The Chair, on behalf of AGC, thanked Janet Paterson-Weir for her work and leadership on the Academic Governance Council and wished her the best in her retirement.

6.0 Committee Reports
6.1 Academic Policies Committee

6.1.1 Policy C2025: Academic Schedule
Mark Arnison, Acting Chair of Academic Policies Committee, presented revisions to Policy C2025: Academic Schedule, effective May 1, 2013, for approval.

AGC-03-01-22-2013
Moved by D. McFadyen, seconded by E. Elford THAT Academic Governance Council approve the revisions to Policy C2025: Academic Schedule, effective May 1, 2013, as recommended by the Academic Policies Committee (December 7, 2012), as presented in Agenda Item 6.1.1.

Carried

6.1.2 Policy C5055: Research Institutes and Research Centres
Mark Arnison, Acting Chair of Academic Policies Committee, presented Policy C5055: Research Institutes and Research Centres, effective July 1, 2013, for approval. The following points arose during discussion:
• Section 3.5 – Why would a research centre involve external collaboration, but not external institute members?
  o External research institutes are under the constitutions of their own Board of Governors. If MacEwan University were to formally include an external research institute, it would also mean including another governance authority.

AGC-04-01-22-2013
Moved by S. Manouchehri, seconded by D. McFadyen THAT Academic Governance Council approve Policy C5055: Research Institutes and Research Centres, effective July 1, 2013, as recommended by the Academic Policies Committee (November 23, 2012), as presented in Agenda Item 6.1.2.

Carried

6.1.3 Policy C5056: Research Partnerships and Affiliations
Mark Arnison, Acting Chair of Academic Policies Committee, presented Policy C5056: Research Partnerships and Affiliations, effective July 1, 2013, for approval. The following points arose during discussion:
• Section 4.1.4 – Should the Research Office be involved with the responsibility for internal contributions?
• Ultimately, Finance is the administrator of external and internal funds.
• Section 4.1.4 - How does Research Council deal with in-kind internal funds?
  • This policy covers funding received through formal legal contracts with external partners and affiliations.

AGC-05-01-22-2013
Moved by K. Hood, seconded by D. Roy THAT Academic Governance Council approve Policy C5056: Research Partnerships and Affiliations, effective July 1, 2013, as recommended by the Academic Policies Committee (November 23, 2012), as presented in Agenda Item 6.1.3. Carried

6.1.4 Policy C6001: Distinguished Teaching Awards
Mark Arnison, Acting Chair of Academic Policies Committee, presented Policy C6001: Distinguished Teaching Awards, effective July 1, 2013, for approval. The following points arose during discussion:
• Section 3.1 - The policy does not seem to make allowance for sessional faculty to be nominated.
  • Long serving sessional faculty are not precluded from nomination.
  • In some institutions, there is a separate award for sessional faculty.
• Section 4.2.2 – Why would the nomination letters remain confidential and not be made available to the nominees? Nominees should receive a copy of the nomination letters for inclusion in their teaching dossiers and to use in their performance reviews.
• Section 4.3 – Why must nominated faculty accept the nomination?
  • It was clarified that if a faculty member wants to be considered for the award, they must accept the nomination.
• Section 4.3 - Why must nominated faculty supply their teaching dossier to the Award Committee if they accept the nomination? Previously, the merit of a faculty member’s nomination was based on the quality of the nomination provided by the nominator. It was suggested that the point be reworded, to: “In order to be considered further, nominated faculty must accept the nomination.”

Moved by R. Roth, seconded by T. Costouros THAT Academic Governance Council approve Policy C6001: Distinguished Teaching Awards, effective July 1, 2013, as recommended by the Academic Policies Committee (October 29, 2012), as presented in Agenda Item 6.1.4.

Moved by C. Blatz, seconded by P. Moore-Juzwishin THAT the following words in Section 4.3 be deleted: “and supply the Award Committee with a teaching dossier.”

AGC-06-01-22-2013
Moved by K. Hood, seconded by S. Manouchehri THAT Policy C6001: Distinguished Teaching Awards be referred back to Academic Policies Committee for revision.

Carried

6.1.5 Policy C6002: Distinguished Research Award
Mark Arnison, Acting Chair of Academic Policies Committee, presented Policy C6002: Distinguished Research Award, effective July 1, 2013, for approval. The following points arose during discussion:
• A concern was raised that the policy does not include probationary faculty.
  • It is a moot point, since faculty need to be continuing for three years and work at MacEwan University for five years before they can be nominated.
• Section 3.3 - Why is there a maximum of one research award per each academic year?
  • In researching awards at other post-secondary institutions, most universities awarded up to two awards each year; however, due to the size of MacEwan University, it was felt that one award per year was appropriate. Also, there is no guarantee that it will be awarded at all some years.
• Section 4.1.2 – Should Research Council be involved in administration of the nomination and selection process?
  • Research Council will establish the selection committee, which may or may not include Research Council members, and will be comprised of internal and external members.
• Section 4.3.2 - Why would the nomination letters remain confidential and not be made available to the nominees? Nominees should receive a copy of the nomination letters for inclusion in their research dossiers and to use in their performance reviews.
  o This point was included, as the policy was developed in conjunction with the Distinguished Teaching Award.
• Section 4.4 - Why must nominated faculty supply their research dossier to the Award Committee if they accept the nomination? Previously, the merit of a faculty member’s nomination was based on the information provided by the nominator.
  o The nominator may not know the extent of the faculty member’s research contributions to their discipline.

**AGC-07-01-22-2013**
Moved by T. Costouros, seconded by H. Symonds-Brown THAT Academic Governance Council approve Policy C6002: Distinguished Research Award, effective July 1, 2013, as recommended by the Academic Policies Committee (October 29, 2012), as presented in Agenda Item 6.1.5.
Defeated

[Scribe’s note: Policy C6002 was referred back to Committee with Policy C6001 to be returned at a future AGC meeting for approval.]

6.2 Admissions and Selections Committee
6.2.1 Bachelor of Applied Human Service Administration Admission Criteria
Mike Sekulic, Chair of Admissions and Selections Committee, presented revised admission criteria for the Bachelor of Applied Human Service Administration degree program, effective for the Fall 2014 intake, for approval.

• Why keep the name of the degree the same, if you are changing the admission criteria?
  o The rationale for dropping the admission criteria of “human service or related field” – every field relates to human service/ activity. The term “human service” was so broad that it did not have any meaningful distinction upon which to base admission decisions, so the term was deleted from the admission criteria. This did not affect the name of the degree program.

**AGC-08-01-22-2013**
Moved by P. Moore-Juzwishin, seconded by K. Hood THAT Academic Governance Council approve the changes to the Bachelor of Applied Human Service Administration admission criteria, effective for the Fall 2014 intake, as recommended by the Admissions and Selections Committee as presented in Agenda Item 6.2.1.
Carried

6.2.2 Bachelor of Music in Jazz and Contemporary Popular Music Admission Criteria
Mike Sekulic, Chair of Admissions and Selections Committee, presented revised admission criteria for the Bachelor of Music in Jazz and Contemporary Popular Music degree, effective for the Fall 2014 intake, for approval. M. Sekulic reported that since submitting the admission criteria to AGC, additional meetings were held to refine and clarify the language, and after consulting with faculty and program areas, resulted in revision of the first paragraph on the last page, to read:

“All applicants must audition. The Graduation recital or Term II Repertoire Jury will be considered the audition for applicants who have completed MacEwan University’s Music Diploma program in the same calendar year as their enrolment in the degree.”

The following questions arose during discussion:

• Would a diploma student who did not do well in their audition be disadvantaged?
  o If a diploma student does not do well in their audition for a certain year, they are welcome to audition again for the next year.
• What if an applicant does very well and does not apply that same year, but in a different year?
  o They would be required to audition again, because the evaluation is only current for the same
    year.
• How would a student who has a music diploma from another institution enter the program?
  o They would enter under the Regular Admission category.

AGC-09-01-22-2013
Moved by K. Hood, seconded by R. Roth THAT Academic Governance Council approve changes
to the Bachelor of Music in Jazz and Contemporary Popular Music admission criteria, effective
for the Fall 2014 intake, as recommended by the Admissions and Selections Committee, as
amended in Agenda Item 6.2.2.

Carried

6.3 Student Services Policy Committee
6.3.1 Revised Terms of Reference
Cathy Davis-Herbert, Chair of Student Services Policy Committee, presented revised Terms of
Reference for approval. The following points arose during discussion:
• It was suggested that Section 6.2 regarding alternates be deleted from the revised Terms of
  Reference, because it contradicted Section 6.1 regarding quorum.
  o A member cannot guarantee attendance by the alternate.
  o If a member chooses an alternate who had never participated in any of the discussions, but
    could vote, that would undermine the principles of democratic debate.
  o Only one other AGC committee currently allows alternates, but it will be subsumed this fall into
    Academic Planning and Priorities Committee, which will not have alternates.

AGC-10-01-22-2013
Moved by J. Withey, seconded by J. Stock THAT Section 6.2 regarding alternates be deleted from
the Student Services Policy Committee revised Terms of Reference.

Carried

AGC-11-01-22-2013
Moved by J. Stock, seconded by T. Costouros THAT Academic Governance Council approve the
Student Services Policy Committee revised Terms of Reference, as amended in Agenda Item
6.3.1.

Carried

7.0 Faculty/School Council Reports
7.1 Centre for the Arts and Communications Faculty Council
7.1.1 CFAC Faculty Name Change
Denise Roy, Chair of the Centre for the Arts and Communications (CFAC) Faculty Council, presented for
approval the recommendation to rename the CFAC Faculty to Faculty of Fine Arts and Communications,
effective July 1, 2013. It was clarified that the term “Fine Arts” is often associated with baccalaureate
education and even though not all of the programs are at that level, research indicated that the term was
used similarly in both universities and colleges.

AGC-12-01-22-2013
Moved by J. Duffy, seconded by R. Meleshko THAT Academic Governance Council approve
Faculty of Fine Arts and Communications as the new name for Centre for the Arts and
Communications, effective July 1, 2013, as recommended by the Centre for the Arts and
Communications Faculty Council, and presented in Agenda Item 7.1.1.

Carried
8.0 Question Period
An update was requested on the status of policy review regarding the ineligibility for graduation of students placed on probationary status in their last semester. M. Sekulic, University Registrar, reported that the review of two relevant policies (C2100: Graduation and C2070: Academic Standing) is in progress. Currently, the deans can request such students be allowed to graduate, but technically, they would graduate on probation.

An update on Canadian Interuniversity Sport (CIS) accreditation was requested. The President commended the athletic department for a remarkable job in preparing for the reviewers’ visit. The reviewers’ report will go forward to the CIS Council in the first week of February 2013, and a vote on admitting MacEwan University to membership will take place in May 2013.

9.0 Future Agenda Items/Next Meeting – March 12, 2013
The next meeting will be held on March 12, 2013 at 5:45 p.m. - 8:45 p.m. in Room 9-202, City Centre Campus.

10.0 The meeting adjourned at 7:00 p.m.

Approved by Academic Governance Council
March 12, 2013 (AGC Motion 01-03-12-2013)