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: April 23, 2013
   • 2.2 AGC Special Session Minutes: May 9, 2013
   • 2.3 Executive Committee Minutes: April 2, 2013
   • 2.4 Nominations Committee Report
   • 2.5 Academic Planning and Priorities Committee Terms of Reference
   • 2.6 Admissions and Selections Committee - Disability Management Admission Criteria

AGC-01-05-21-2013
Moved by C. Hancock, seconded by B. Parker THAT Academic Governance Council approve the agenda for May 21, 2013 and the items on the consent agenda, as presented. Carried

3.0 Report of the President
David Atkinson, President of MacEwan University, reported on the following items:
   • The deadline for MacEwan University feedback on the Government of Alberta’s Letter of Expectation is August 31, 2013. A general call will be sent out to the University to solicit comments on the current Letter of Expectation.
   • The 2013-2014 MacEwan University budget and Comprehensive Institutional Plan will be sent to Strategic and Resource Planning Advisory Committee the week of May 27, 2013 for review and then to AGC in June.
4.0 Board of Governors Report
The Board of Governors Report was distributed with the AGC meeting package.

5.0 Report of the Provost and Vice President Academic
John Corlett, Provost and Vice President Academic, reported on the following items:
- Rationale behind centralization of support services/administrative functions was presented, which would allow Faculties/Schools to focus on their core academic mandate by centralizing non-academic service and administration (e.g. online courses, marketing and communications, student recruitment) and shifting the centre of program change to the Deans.
- The academic rank and title timeline does not allow for adequate adjudication of applications for this and next year, due to the fact that many areas still did not have their standards in place. Most universities have a deadline of October for receiving individual titling applications, to allow for a longer adjudication period.
  - Departments/areas were asked to complete their Standards for Academic Rank and Title by December 31, 2013, if they had not already done so, in order to resolve this issue.

6.0 Committee Reports
6.1 Strategic and Resource Planning Advisory Committee
6.1.1 School of Continuing Education
Alan Vladička, Co-Chair of Strategic and Resource Planning Advisory Committee (SRPAC), presented the Committee’s recommendations for the School of Continuing Education and identified issues for consideration when developing the structure and operations of the new School, for AGC’s endorsement. The following points arose during discussion:
- Have the issues identified been investigated yet?
  - It is difficult to determine the market demand without a specific product to test. The basic operation of continuing education is that courses/programs are not mounted unless there is an expectation of a return on investment.
- What funding model will be used when offering the distance education courses through the new School?
  - Existing funding models will not be revised in the first year of operation. In future, funding models will be market-driven.
- Has research been conducted regarding the trend towards free online continuing education versus traditional continuing education?
  - MacEwan University is the largest contributor to Campus Alberta, with 5,000 students taking MacEwan courses online. Most students who complete online education also want the credential that goes along with the learning, and it is uncertain if free massive open online courses will be able to provide credentials. Employers recognize the quality of a MacEwan University credential.
- D. Atkinson noted that the intention was to start modestly, by immediately offering legacy courses/programs through a School of Continuing Education, such as English as a Second Language, Academic Preparation, Conservatory of Music courses, and Minerva Institute courses, and to add more courses/programs once the School is established.
  - It was emphasized that the Faculties/Schools will control the course/program content development, and the School of Continuing Education would offer support in delivery of many of the courses coming out of the Faculties/Schools. The School is interested in delivery, not authority.
  - A School of Continuing Education would also assist MacEwan University in bolstering its connection with the community.
- Will the Faculty of Health and Community Studies (FHCS) continue to provide distance education delivery for the Centre for Professional Nursing?
  - In reference to the Cram report, it was noted that the consultant advised to keep that program separate from the proposed School for now. A structure must first be in place before the new
School can handle the bulk of continuing education offerings. The vision is that the new School would eventually take over that distance education delivery, too.

- Some students are registered in traditional programs that offer certain courses online. Concern was expressed that it would become more complicated with the School of Continuing Education delivering the online courses and FHCS delivering the in-class courses.
- Continuing education is often perceived as only offering non-credit, professional development courses. How will MacEwan University market its credentialed programs that are first-choice/first-career programs?
  - The School of Continuing Education could expedite the delivery of the programs, but ownership will always remain with the Faculties/Schools.
- Has the business model been developed?
  - While the business model has not yet been defined, the new School must at a minimum be revenue-neutral, with the goal of generating revenue. One-time funding for start-up costs will be provided by the University, with the proviso that if the new School of Continuing Education does not generate revenue, it is likely that the School will not continue.
  - A business model will emerge as the School is established. Someone must also be put in charge of implementing the School of Continuing Education.
- Would online course pricing ever be lower than for in-classroom courses?
  - No, that would cause the University to compete against itself.
- It was noted that MacEwan University is the only university in Canada that does not operate a School of Continuing Education.

AGC-02-05-21-2013
Moved by P. Roccia, seconded by T. Costouros THAT Academic Governance Council endorse the proposal to establish a School of Continuing Education and recommend that the issues identified in Agenda Item 6.1.1 be given due consideration by the University administration in developing the structure and operations of the new School.

Carried

6.2 MacEwan Curriculum Committee
6.2.1 Economics – Program Change
Kathaleen Quinn, Vice-Chair, MacEwan Curriculum Committee, presented a recommendation for approval for the Bachelor of Arts in Economic program of study change, effective September 1, 2014, allowing students majoring in Economics to enjoy a program with increased flexibility and a greater focus on employable skills.

AGC-03-05-21-2013
Moved by R. Meleshko, seconded by D. McFadyen THAT Academic Governance Council approve the curriculum changes to the Bachelor of Arts in Economics Program, effective for September 2014 intake, as recommended by the MacEwan Curriculum Committee (April 15, 2013), as presented in Agenda Item 6.2.1.

Carried

6.3 Academic Policies Committee
6.3.1 Policy C2070: Academic Standing
Mark Arnison, Acting Chair of Academic Policies Committee, presented revisions to Policy C2070: Academic Standing, effective May 22, 2013, for approval. The revisions would allow students who are placed on probation in a final term, but have otherwise achieved all graduation requirements, to have the probation requirement removed to allow graduation. The following points arose during discussion:
- Was there discussion regarding redefining academic probation based on cumulative measurement rather than term-by-term measurement?
  - This revision redefines academic standing, by deeming that a student will not be on probation if they meet the program’s exit requirements. The policy only applies when a student applies to graduate.
• If the University is going to temporarily solve the problem per the proposed revision to the policy, there is already a temporary solution in place where the Deans may approve exceptions.
  o Many Deans are uncomfortable with the current process whereby they approve exceptions for students to graduate if they are on probation in their final term. It was felt that a policy should be in place for that situation.
• It was agreed that the revision solved the problem the Committee was asked by AGC to solve.
• J. Corlett remarked that he was in favour of using cumulative measurement, and he committed that further discussion between himself, the University Registrar, and Academic Policies Committee would be arranged.

AGC-04-05-21-2013
Moved by K. Hood, seconded by D. Roy THAT Academic Governance Council approve revised Policy C2070: Academic Standing, effective May 22, 2013, as recommended by the Academic Policies Committee (April 19, 2013), as presented in Agenda Item 6.3.1. Carried

6.4 Executive Committee

6.4.1 Nominations Committee Membership
Chris Hancock, Chair of the Nominations Committee, called for nominations from the floor for one student member to sit on the Academic Governance Council Nominations Committee for a one-year term. The following nomination was received from the floor: Ryan Roth, Students’ Association Vice President Academic.

AGC-05-05-21-2013
Moved by M. Milner, seconded by T. Costouros THAT Ryan Roth, Students’ Association Vice President Academic, be appointed to the Nominations Committee of the Academic Governance Council for a one-year term, from May 22, 2013 to April 30, 2014. Carried

David Atkinson, Chair of the Executive Committee, explained that a call for nominations for one faculty member, with a list of eligible current and incoming Academic Governance Council members, to serve on the AGC Nominations Committee for a two-year term (September 1, 2013 - August 31, 2015) had been sent out on May 1, with a deadline of May 16, 2013 at noon. It was reported that two nominations were received: Teresa Costouros, Curriculum Coordinator, Insurance and Risk Management, School of Business, and Peter Roccia, Assistant Professor, Bachelor of Communication Studies, Centre for the Arts and Communications. Due to there being more nominations (2) than vacancies (1), an election by secret ballot was held at the meeting. The votes were then tabulated at the recess. Faculty member Teresa Costouros was elected for a two-year term.

6.5 Nominations Committee

6.5.1 AGC Vice-Chair
David Atkinson, Chair of Academic Governance Council (AGC), explained that a call for nominations for one eligible current or incoming member of AGC, from the list provided, to serve as Vice-Chair of Academic Governance Council for a one-year term (September 1, 2013 - August 31, 2014) had been sent out to AGC members May 1, with a deadline of May 16, 2013 at noon. It was reported that Chris Hancock, Instructor, Management Studies, School of Business, submitted a nomination form during the regular nominations period.

AGC-06-05-21-2013
Moved by P. Roccia, seconded by M. Milner THAT Chris Hancock, Instructor, Management Studies, School of Business, be appointed as Vice-Chair of the Academic Governance Council for a term beginning September 1, 2013 and ending August 31, 2014, or until a successor is elected. Carried
6.5.2 Executive Committee Membership
Chris Hancock, Chair of the Nominations Committee, explained that a call for nominations for two faculty members and one Dean, with a list of eligible current and incoming Academic Governance Council members, to serve on the AGC Executive Committee for a one-year term (September 1, 2013 - August 31, 2014) had been sent out on May 1, with a deadline of May 16, 2013 at noon. Nominations from the floor were sought, because no nominations for the Dean member were received during the regular nomination period. The following nomination was received from the floor: Elsie Elford, Dean, School of Business.

AGC-07-05-21-2013
Moved by D. Roy, seconded by R. Meleshko THAT Elsie Elford, Dean, School of Business, be appointed to the Executive Committee of the Academic Governance Council for a term beginning September 1, 2013 and ending August 31, 2014, or until a successor is elected.

Chris Hancock, Chair of the Nominations Committee, called for nominations from the floor for one student member to sit on the Academic Governance Council Executive Committee for a one-year term. The following nomination was received from the floor: Ryan Roth, Students’ Association Vice President Academic.

AGC-08-05-21-2013
Moved by T. Costouros, seconded by R. Ginther THAT Ryan Roth, Students’ Association Vice President Academic, be appointed to the Executive Committee of the Academic Governance Council for a one-year term from May 22, 2013 to April 30, 2014.

Carried

It was reported that Rose Ginther, Chair, Arts and Cultural Management, Centre for the Arts and Communications, Ron Meleshko, Chair, Computer Science, Faculty of Arts and Science, and Peter Roccia, Assistant Professor, Bachelor of Communication Studies, Centre for the Arts and Communications, had submitted a nomination form during the regular nomination period as faculty members to sit on Executive Committee for a one-year term (September 1, 2013 - August 31, 2014). Due to there being more nominations (3) than vacancies (2), an election by secret ballot was held at the meeting. The votes were then tabulated at the recess. Faculty members Rose Ginther and Ron Meleshko were each elected for a one-year term.

AGC-09-05-21-2013
Moved by S. Manouchehri, seconded by M. Sekulic THAT all ballots used in committee elections at the May 21, 2013 AGC meeting be destroyed by the AGC Secretariat after the next scheduled meeting of AGC.

6.6 Admissions and Selections Committee
6.6.1 Bachelor of Arts - Admission Criteria
Mike Sekulic, Chair of Admissions and Selections Committee, presented revised Bachelor of Arts Admission Criteria, effective for Fall 2014 intake, for approval.

AGC-10-05-21-2013
Moved by R. Meleshko, seconded by S. Manouchehri THAT Academic Governance Council approve the Bachelor of Arts Admission Criteria, effective for the Fall 2014 intake, as recommended by the Admissions and Selections Committee (May 1, 2013), as presented in Agenda Item 6.6.1.

Carried

6.6.2 Bachelor of Science – Admission Criteria
Mike Sekulic, Chair of Admissions and Selections Committee, presented revised Bachelor of Science Admission Criteria, effective for Fall 2014 intake, for approval.
AGC-11-05-21-2013
Moved by S. Manouchehri, seconded by D. Couves THAT Academic Governance Council approve the Bachelor of Science Admission Criteria, effective for the Fall 2014 intake, as recommended by the Admissions and Selections Committee (January 16, 2013), as presented in Agenda Item 6.6.2.

6.6.3 Correctional Services – Admission Criteria
Mike Sekulic, Chair of Admissions and Selections Committee, presented revised Correctional Services Program Admission Criteria, effective for Fall 2014 intake, for approval. The Admission Criteria would be clarified for applicants who might be eligible for a pardon and will not unintentionally disqualify applicants based on the terminology, “clear Security Clearance.” It was noted that a typo in the Submission of Motion cover page (“Policy Information Check” rather than “Police Information Check”) did not appear in the Admission Criteria.

AGC-12-05-21-2013
Moved by K. Hood, seconded by P. Roccia THAT Academic Governance Council approve the changes to the Admission Criteria for the Correctional Services Program, effective for the Fall 2014 intake, as recommended by the Admissions and Selections Committee (March 13, 2013), as presented in Agenda Item 6.6.3.

6.6.4 English Language Proficiency – First Language Term Change
Mike Sekulic, Chair of Admissions and Selections Committee, presented a term change in the English Language Proficiency admission requirements, for approval. It was recommended that the term “First Language” be replaced with “Primary Language” on MacEwan University application forms and in its calendar.

AGC-13-05-21-2013
Moved by C. Hancock, seconded by B. Parker THAT Academic Governance Council approve replacing the term “First Language” with “Primary Language” on MacEwan University application forms and in its calendar, as recommended by the Admissions and Selections Committee (May 1, 2013), as presented in Agenda Item 6.6.4.

6.6.5 Hearing Aid Practitioner – Admission Criteria
Mike Sekulic, Chair of Admissions and Selections Committee, presented revised Hearing Aid Practitioner Admission Criteria, effective for Fall 2014 intake, for approval.

AGC-14-05-21-2013
Moved by T. Costouros, seconded by C. Gnauck THAT Academic Governance Council approve the changes to the Admission Criteria for the Hearing Aid Practitioner Program, effective for the Fall 2014 intake, as recommended by the Admissions and Selections Committee (April 3, 2013), as presented in Agenda Item 6.6.5.

7.0 Presentation
7.1 Sustainability Planning Process
Chantal Beaudoin, Head of Sustainability, presented the Sustainability Planning Process for information. The Sustainability Planning Process allows for the planning for sustainability to include and engage all areas of the University. The presentation included the summary Terms of Reference for the revamp of the Sustainability Advisory Committee (SAC) and information on the creation of three Sustainability Steering Committees based on each pillar of the Campus Sustainability Plan: Education for Sustainability Steering Committee, Sustainable Operations Steering Committee, and Planning, Administration and Engagement Steering Committee. The following questions arose during discussion:
• What is your major project for the 2013-2014 academic year?
  o SAC and its subcommittees will have different priorities and will be reviewing MacEwan University's Corporate Sustainability Plan to outline strategic actions.
• Has a communications plan been developed?
  o Yes. An announcement of vacant committee positions will be in MacEwan Today, and posters will be sent to each department to raise awareness, in addition to SAC members and champions communicating with their departments/areas. Deans and those with the capacity to disseminate the information on the Committees’ activities were also asked to inform their Faculties/Schools about Sustainability initiatives.
• How will SAC initiatives feed into the new Academic Planning and Priorities Committee (APPC)?
  o The Chair of APPC will determine how and when that occurs.

8.0 Question Period
  A question was raised regarding the sale of South Campus. The President reported that MacEwan University will begin leasing space at South Campus in September 2013.

9.0 Future Agenda Items/Next Meetings – June 11, 2013
  The next meeting of AGC is June 11, 2013 at 1:00 p.m. to 4:00 p.m. in Room 9-202 City Centre Campus.

10.0 The meeting adjourned at 7:40 p.m.

Approved by Academic Governance Council
June 11, 2013 (Motion AGC-01-06-11-2013)