1.0 CALL TO ORDER
The meeting of Academic Governance Council (AGC) was called to order at 1:00 p.m. The Chair thanked outgoing AGC members:
- Chris Hancock, School of Business faculty member (since 2009)
- Sherif Elbarrad, School of Business faculty member (one term)
- Cory McAuley, Alumnus member (two terms)
- Nina Delling, Support/Supervisory Staff member (since 2013)
- Kate Bowman, Faculty of Nursing faculty member (one term)

The outgoing AGC Chair, President David Atkinson, was recognized for his work with Academic Governance Council since 2011.

2.0 APPROVAL OF AGENDA/CONSENT AGENDA
The Chair presented the agenda for June 6, 2017 for approval. The following items were approved/reviewed on the consent agenda:
- 2.1 AGC Open Meeting Minutes: May 11, 2017
- 2.2 Executive Committee Minutes: May 19, 2017
- 2.3 Faculty of Arts and Science Curriculum Changes
- 2.4 Faculty of Fine Arts and Communications Curriculum Changes
- 2.5 School of Business Curriculum Changes
- 2.6 School of Continuing Education Curriculum Changes
Moved by D. Kato, seconded by B. Richards to approve the agenda for June 6, 2017 and the items on the consent agenda, as presented.

Carried

D. Atkinson vacated the Chair, and A. Parrish-Craig presided.

3.0 BOARD OF GOVERNORS’ REPORT
David Atkinson, President, MacEwan University, reminded that the Board of Governors’ (Board) Report for April 27, 2017 was included in the meeting package. Newly-appointed Board Chair, Ione Challborn, was introduced. She reported that the Board had discussed at length the review process for ConfidenceLine, concluding that it was necessary to provide full support for an approved program first in order to conduct a thorough review of its effectiveness after one year.

4.0 PRESIDENT’S REPORT
David Atkinson, President, MacEwan University, reported on the following items:
• The President’s Newsletter for May 2017 was included in the meeting package.
• Construction planning for the new Students’ Association of MacEwan University building is underway. Construction noise will be most noticeable at the beginning of construction; however, it will be minimized during exam periods. It was confirmed that traffic would be disrupted on 109 Street during construction, and the 109 street pedway will be closed for four weeks over the summer.
• The keys for the new Centre for Arts and Culture are scheduled to be handed over to MacEwan University on June 27, 2017, with plans to be fully operational by September. The President noted this was an extraordinary project and thanked everyone involved. The Grand Opening is scheduled for the end of September, with the Social Innovation Hub completion anticipated for October.
• The Ministry of Advanced Education is conducting a roles and mandate review of post-secondary institutions.
• The President encouraged faculty to attend Spring 2017 Convocation.
• The President commended AGC for its contribution to the maturity of the University’s governance structure.

A. Parrish-Craig vacated the Chair, and D. Atkinson presided.

5.0 REPORT OF THE PROVOST AND VICE PRESIDENT ACADEMIC
John Corlett, Provost and Vice President Academic (Provost), reported on the University’s response to the 40 recommendations from the organizational review conducted by Campus Alberta Quality Council (CAQC) in 2012, thanking all who provided input and to David McLaughlin, Executive Director, Institutional Analysis and Planning, for compiling the report that is presently being reviewed by CAQC.

6.0 COMMITTEE REPORTS
6.1 COMMITTEE ON ADMISSIONS AND TRANSFER
The AGC Chair requested that the proposed Admission Criteria for all of the programs listed under 6.1 be approved in an omnibus motion, to which Academic Governance Council agreed.

Bob Irwin, Chair, Committee on Admissions and Transfer (CAT), presented the following proposed Admission Criteria, effective Fall 2018, for approval.
• 6.1.1 Theatre Production Diploma
• 6.1.2 Theatre Arts Diploma
• 6.1.3 Fine Art Diploma
• 6.1.4 Early Learning and Child Care
• 6.1.5 School of Business: Bachelor of Commerce, Paralegal Studies Diploma, and Asia Pacific Management Diploma
• 6.1.6 Library and Information Technology Diploma
• 6.1.7 School of Business: Accounting and Strategic Measurement Certificate and Diploma, Business Management Certificate and Diploma, Business Management Diploma – Insurance and Risk
Management Major, Human Resources Management Certificate and Diploma, Office Assistant Certificate, and Travel Diploma

The following points arose during discussion:

- **Regarding 6.1.2 Theatre Arts Diploma:** B. Irwin clarified that CAT recommended that the requirement for a High School diploma not be removed at this time, with the understanding that the criterion be revisited once the program has finalized its structure, in order to align with the direction of the University.
- B. Irwin clarified that programs must consult with the Office of the University Registrar on how to evaluate additional Admission Criteria.
- **Regarding 6.1.3 Fine Art Diploma:** B. Irwin noted that terms were used that are recognized within the Fine Art discipline.
- **Regarding 6.1.7 Office Assistant Certificate:** Tony Norrad, Associate Registrar, Admissions and Transfer, confirmed that the Police Information Check requirement reflected the approved standardized wording.

AGC-02-06-06-2017
Moved by R. Lepp, seconded by C. Hedlin to approve the proposed changes to Admission Criteria, effective Fall 2018, as presented in agenda item 6.1.

Carried

6.2 RESEARCH COUNCIL

6.2.1 Research Strategic Plan

Sandy Jung, outgoing Chair, Research Council, and Cynthia Zutter, Vice-Provost, presented the draft Research Strategic Plan 2017-2020 (the Plan), for discussion. The following points arose during discussion:

- **Regarding Goal 1, implementation strategy 4:** Craig Monk, Dean, Faculty of Arts and Science, stated that he supported the Plan, except for the section regarding initiating and preparing an application for an external Canada Research Chair (CRC), noting that the resulting faculty position would be inconsistent, on workload, with the current Collective Agreement. He recommended that more thorough discussion be held regarding this item before deciding to include it as an implementation strategy in the Plan.
  - S. Jung noted that the wording was softened from previous versions, and it does not specify that an application for a CRC would be submitted. Research Council will need to determine whether or not the University has the infrastructure to support a CRC and if it fits within the mandate.
- **Regarding Goal 2: providing guidance and opportunities for student research:** It was clarified that Research Council cannot develop curriculum, but could provide structure, resources, and possibly funding. Some programs already offer courses in this regard, but more resources are required to develop models for all Faculties/ Schools to follow. One possibility would be to have senior students assist with development of the courses to test out their research. It may not work for all disciplines, however.
- **Regarding Appendix A: Definition of Scholarly Activity (Scholarship):** Will Appendix A be part of the Plan when finalized?
  - S. Jung suggested that a caveat could be added in the Plan to state that Appendix A may change depending on definitions in the Collective Agreement.
- Should a point be included regarding faculty working in consultation with government that may result in policy or regulation change; and if so, would it fit under goal 4 or goal 5?
  - Research Council can provide advice or a structured process for that, but it may cross into other areas’ responsibilities. C. Hancock will send an email regarding this item to S. Jung.
- AGC members were encouraged to provide further feedback directly to S. Jung, C. Zutter, or incoming Research Council Chair, Adi Tcaciuc.
- A final draft of the Plan will be presented to AGC for approval in Fall 2017.
6.3 EXECUTIVE COMMITTEE
6.3.1 President’s Medal – Change to Terms of Reference
Abigail Parrish-Craig, Executive Committee member, presented a recommendation to approve the amendment to the President’s Medal Academic Excellence and Student Leadership Terms of Reference, effective June 7, 2017. The following points arose during discussion:
- It was clarified that the University was under no obligation to award a President’s Medal.
- The President noted that it would be unusual to award more than two Medals.
- It was noted that in the six years since the inception of the President’s Medal, this was the first time there was such an instance.

AGC-03-06-06-2017
Moved by T. Lade, seconded by R. Jenne to approve the amendment to the President's Medal Academic Excellence and Student Leadership Terms of Reference, effective June 7, 2017, as presented in agenda item 6.3.1.
Carried

6.3.2 AGC Committees Nominations Slate
Abigail Parrish-Craig, Executive Committee member, presented the following AGC committees nominations slate:

Faculty members

Academic Planning and Priorities Committee
(two-year term: July 1, 2017 – June 30, 2019)
Required category
Tim Williams, Public Safety and Justice Studies, Faculty of Health and Community Studies

Committee on Admissions and Transfer
(three-year term: July 1, 2017 - June 30, 2020)
Open category
Cynthia Gundermann, Nursing Lab Resource Professional, Clinical Simulation Centre, Faculty of Nursing – Professional Resource Faculty member

Student member – for information
The Students’ Association of MacEwan University informed the AGC Secretariat of a student appointment to Student Services Committee, for information:

Student Services Committee
(term: May 1, 2017 – August 31, 2018)
Harman Khinda, student, Bachelor of Science, Faculty of Arts and Science

AGC-04-06-06-2017
Moved by D. Kato, seconded by C. Hancock to approve the faculty nominees for Academic Planning and Priorities Committee and Committee on Admissions and Transfer, as presented in agenda item 6.3.2.
Carried

6.3.3 AGC Vice-Chair Nominations
Abigail Parrish-Craig, Executive Committee member, explained that a call for nominations for the AGC Vice-Chair, with a list of eligible AGC members as of September 1, 2017, was sent to all new and continuing AGC members via email on May 25, with a closing deadline of the June 6, 2017 AGC meeting. One nomination from Lynne Honey, Faculty of Arts and Science, was submitted during the regular nominations period.
Moved by D. McGugan, seconded by R. Lepp that Lynne Honey be appointed as Vice-Chair of Academic Governance Council for a one-year term beginning September 1, 2017 and ending August 31, 2018, or until a successor is elected.

Carried

6.3.4 AGC Executive Committee Nominations
Abigail Parrish-Craig, Executive Committee member, explained that a call for nominations for six faculty members on AGC Executive Committee, with a list of eligible AGC members as of September 1, 2017, was sent to all new and continuing AGC members via email on May 25, with a closing deadline of the June 6, 2017 AGC meeting. Five eligible nominations were received during the regular nominations period, with one nomination received from the floor. L. Honey had submitted a nomination for the Faculty of Arts and Science faculty member vacancy prior to the meeting; however, since she was elected as AGC Vice-Chair, her nomination was removed in this category. The following faculty members were elected to AGC Executive Committee for a one-year term:

AGC Executive Committee
(one-year term: September 1, 2017 to August 31, 2018)
Faculty of Arts and Science: Bob Irwin
Faculty of Fine Arts and Communications: Bill Richards
Faculty of Health and Community Studies: Catherine Hedlin
Faculty of Nursing: Brian Parker
School of Business: Makarand Gulawani
School of Continuing Education: Michael Buhr
Professional Resource Faculty: Abigail Parrish-Craig

AGC-06-06-06-2017
Moved by F. McGinn, seconded by S. Elbarrad that the slate of faculty nominees be appointed to the Executive Committee of Academic Governance Council for a term beginning September 1, 2017 and ending August 31, 2018.

Carried

Decanal Member
One eligible nomination was received from Craig Monk, Dean, Faculty of Arts and Science, during the regular nominations period for the Decanal membership, for a one-year term: September 1, 2017 to August 31, 2018.

AGC-07-06-06-2017
Moved by C. Hancock, seconded by S. Elbarrad that Craig Monk, Dean, Faculty of Arts and Science, be appointed to the Executive Committee of Academic Governance Council for a term beginning September 1, 2017 and ending August 31, 2018.

Carried

6.3.5 AGC Bylaws and Associate Deans
Abigail Parrish-Craig, Executive Committee member, presented a recommendation that the AGC Bylaws Review Working Group, as part of its final report, recommend to AGC a means by which Associate Deans may seek AGC membership. The following points arose during discussion:

- It was confirmed that there are currently less than 10 Associate Dean positions at the University.
- Craig Monk, Dean, Faculty of Arts and Science, spoke in favour of the motion.
- Heather McRae, Dean, School of Continuing Education, spoke in favour of the motion.

AGC-08-06-06-2017
Moved by C. Hedlin, seconded by D. Kato to request that the AGC Bylaws Review Working Group, as part of its final report, recommend to Academic Governance Council a means by which Associate Deans may seek Council membership, as presented in agenda item 6.3.5.

Carried
D. Atkinson vacated the Chair, and A. Parrish-Craig presided.

7.0 Question Period
The following questions arose:
- When will the Fall and Winter exam schedules be finalized?
  - Mike Sekulic, University Registrar, confirmed that the Fall 2017 exam schedule will be finalized in mid-September.
- The Provost updated AGC on the status of Ministry review of MacEwan University degree proposals.
- Regarding the Outlook migration, the Chief Information Officer will be asked to follow up on an issue where some personal information from PeopleSoft was transferred to public directory areas within Outlook.
- Sherif Elbarrad, Executive Committee member, confirmed that the four major textbook publishers have waived their online assignment fees for all courses that utilize them at MacEwan University.
- The Chair provided an update on the new medical clinic partnership. Medical services will be available on campus through the current provider until the new clinic opens in early 2018.
- The Chair agreed that the May 11, 2017 open AGC minutes, item 5.1.3 Public Safety and Justice Studies proposed Admission Criteria, second bullet, will be clarified by adding the word “Some career management programs require students to have a High School diploma …”

A. Parrish-Craig vacated the Chair, and D. Atkinson presided.

8.0 Future Agenda Items/Next Meeting – September 19, 2017
The next meeting is Tuesday, September 19, 2017 at 5:00-8:00 p.m. in Room 9-201 City Centre Campus.

10.0 The meeting adjourned at 2:20 p.m.

Approved by Academic Governance Council