OPEN SESSION
Minutes

Chair: Deborah Saucier
Vice-Chair: Lynne Honey

Present: Nina Bernstein
Michael Buhr
Karen Buro
Sarah Copland
John Corlett
Debbie Couves
Nancy Digdon
Rickard Enstroem
Pam Farvolden
Allan Gilliland
Makarand Gulawani
Krista Hanscomb
Catherine Hedlin
Andrew Howell
Robert Irwin

Shahidul Islam
Randy Jenne
David Johnson
Dave Kato
Shawna Large
Robbie Lepp
Taegan Lloyd
Audrey Luchianov
Colleen Maykut
Heather McRae
Fred McGinn
Debbie McGugan
Susan Mills
Robert Irwin

Brian Parker
Abigail Parrish-Craig
Paul Prince
Kathaleen Quinn
Sony Raj
William Richards
Raina Rudko
Vince Salyers
Mike Sekulic
Masoud Shadnam
Elizabeth White-Macdonald
Lindsey Whitson
Tara Winsor
Nataliya Zadarozhna

Student Alternate: Emma Patterson
Regrets: Raymond Baril
Elsie Elford
Spiros Sakellariou

Guests and
Speakers: Ion Bica, Chair, Academic Planning and Priorities Committee
Marg Leatham, Chief of Staff, Office of the President
Jenny McGrath, Chair, MacEwan Committee on Internationalization
David McLaughlin, Executive Director, Institutional Analysis and Planning
Paul Sopcak, Academic Integrity Officer, Student Affairs
Roxanne Tootoosis, Indigenous Knowledge Keeper and Facilitator, kihêw waciston

AGC Secretariat: Kim Warkentine
David Epp
Irene Hacke (Scribe)

1.0 Call to Order
The meeting of Academic Governance Council (AGC) was called to order at 5:01 p.m.

AGC Chair, Deborah Saucier, introduced Roxanne Tootoosis, Indigenous Knowledge Keeper and Facilitator of kihêw waciston. D. Saucier presented R. Tootoosis with the protocol and requested she offer a blessing for the meeting, that everyone should have open minds and positive thoughts. The protocol was accepted and R. Tootoosis graciously explained the protocol and led a ceremony and prayer in both the Plains Cree language and in English.

2.0 Approval of Agenda/ Consent Agenda
The Chair presented the agenda for November 28, 2017 for approval. The following items on the consent agenda were approved:

- 2.1 AGC Open Meeting Minutes: October 24, 2017
- 2.2 Executive Committee Minutes: November 7, 2017
- 2.3 Faculty of Arts and Science Curriculum Changes
- 2.4 Faculty of Nursing Curriculum Changes
- 2.5 School of Business Curriculum Changes
Moved by M. Shadnam, seconded by K. Buro, to approve the agenda for November 28, 2017 and the items on the consent agenda, as presented. Carried

3.0 Board of Governors’ Reports
Deborah Saucier, President, MacEwan University, reported that the Board of Governors’ (Board) Reports of September and October were included in the meeting package, and gave a brief review of the Board’s actions.

4.0 Report of the President
Deborah Saucier, President, MacEwan University, reported on the following:

- Dean Elsie Elford, was acknowledged and thanked in absentia, for her 15 years of leadership as Dean of the School of Business and her many highly valuable contributions to the School, the University, and the Council, since joining MacEwan in 1992.
- D. Saucier expressed that she felt honored to attend the convocation of MacEwan’s Class of 2017 Fall graduates, at which she noticed the outstanding support and celebration of the graduates and their achievements. She expressed her gratitude to work in a place that has such very strong support of our students, and offered thanks to all.
- D. Saucier will start a second blog about Indigenous issues, to discuss ways in which the University has already started to address the Calls to Action by the Truth and Reconciliation Commission.
- From November 29 to December 6, 2017, President Saucier will:
  - Speak on a panel at the Conference Board of Canada on Indigenizing the academy;
  - Co-host a session with Universities Canada on governance and institutional autonomy; and,
  - Attend the City of Edmonton Economic Summit, with the Mayor and other Post-Secondary Education leaders in the City.
- On Thursday, the Advanced Education Minister, Marlin Schmidt, will visit MacEwan University to announce the determination on tuition.

4.1 MacEwan University Annual Report 2016-2017
David McLaughlin, Executive Director, Institutional Analysis and Planning, and Marg Leathem, Chief of Staff, Office of the President, presented the MacEwan University Annual Report 2016-2017 for AGC’s recommendation to the Board of Governors for approval. The following points arose in the discussion:

- Regarding the format of enrollment numbers, there are inconsistencies in decimal places.
  - Going forward, the plan is to use three decimal places since the ministry requires it, and it makes sense for consistency.
- Calculation in reporting of expenditure of administration is defined by Advanced Education in terms of what is in the expenditure column for administration. The institutional report numbers included in administration include other areas according to the Advanced Education formulas.
- Why is there one report in one system, when KPI’s are reported as program costs, but the financial info is in another, different format. Why not use one format?
  - This complies with the Ministry’s requirements.
- Enrollment: Program applications are 5,000 more than the number of unique applicants. What does this mean?
MacEwan University has an application process to multiple programs. When applying, students can identify two programs. If they are not accepted in one, the other becomes activated. An individual can actually apply up to six times in one year, assuming application access points in the term.

- Student Satisfaction: 89 percent is less than previous years – what was the drop?
  - There are different instruments that measure slightly different things, the baccalaureate survey (restricted to degrees) and the student satisfaction survey (more general); those numbers fluctuate every year, but they have typically been between 93-95 percent, so it is a significant drop.

**AGC-02-11-28-2017**  
Moved by R. Lepp, seconded by C. Hedlin to recommend the MacEwan University Annual Report 2016-2017 to the Board of Governors for approval.  
Carried

### 5.0 Report of the Provost and Vice President Academic

John Corlett, Provost and Vice President Academic, reported on the following item:

- Speaking to instances in academia of people and institutions that recently became famous for issues relating to academic freedom, J. Corlett expressed wonder of the direction MacEwan University, as an institution, may take on this matter. The following arose from the discussion:
  - Instructors are afraid to talk to their students and discuss sensitive issues as there are high-profile examples of professors being threatened.
  - To the larger point: An instructor should not be afraid to speak to students as long as the instructor speaks in a respectful way.
  - If it is a matter of a discipline meeting, the instructor can suggest the student might want to bring someone as support. When instructors discipline students for academic misconduct, students absolutely can bring someone from SAMU with them.

### 6.0 Committee Reports

#### 6.1 Academic Planning and Priorities Committee

**6.1.1 Disability Studies: Leadership and Community diploma program suspension extension**

Ion Bica, Chair, Academic Planning and Priorities Committee, presented the request to extend program suspension of Disability Studies: Leadership and Community diploma program for final approval.

**AGC-03-11-28-2017**  
Moved by A. Parrish-Craig, seconded by B. Parker, to approve the extension of suspension to the Disability Studies: Leadership and Community program, effective for July 1, 2018 – June 30, 2023, as presented in agenda item 6.1.1.  
Carried

**6.1.2 Terms of Reference**

Ion Bica, Chair, Academic Planning and Priorities Committee (APPC), presented the revisions to the APPC Terms of Reference for final approval. The following questions arose from the discussion:

- The even versus odd number of voting members with regards to the case of a tie vote was noted.
  - Robert’s Rules of Order address this matter.
- Why would non-voting staff members be elected by the AGC and not appointed?
o Staff members elected by AGC would be subject to nominations from the floor, if the terms stated they are appointed by AGC, they could not be subject to nominations from the floor.

AGC-04-11-28-2017
Moved by F. McGinn, seconded by B. Richards to approve the changes to the Academic Planning Priorities Committee Terms of Reference, effective November 29, 2017, as presented in agenda item 6.1.2.
Carried by the majority; with one vote in opposition.

6.2 MacEwan Committee on Internationalization

6.2.1 Terms of Reference
Jenny McGrath, Chair, MacEwan Committee on Internationalization (MCI) presented the committee’s revised Terms of Reference for final approval.

AGC-05-11-28-2017
Moved by H. McRae, seconded by V. Salyers, to approve the changes to the MacEwan Committee on Internationalization Terms of Reference, effective November 29, 2017, as presented in agenda item 6.2.1.
Carried

6.3 Executive Committee

6.3.1 Academic Integrity Policy and Academic Misconduct Procedure
Paul Sopcak, Academic Integrity Officer, Student Affairs, presented on major changes to the Academic Integrity Policy and Academic Misconduct Policy for AGC’s discussion. The Chair encouraged substantive discussion at this meeting, so that progress could be made on the policy draft for a final discussion at the Council’s January meeting.

The following points arose during discussion:

- The policy addresses student academic misconduct; student research work is not under this policy.
  - Anything students get credit for, falls under this policy. Volunteer work does not, so a student volunteering in a lab, does not fall under this. Also, if a student is hired to do research, does not fall under this policy.
- In the Policy, Section 2.1: It is written, success and failures are ‘gained fairly’. Suggest editing, as failures are not gained.
- Is there a definition of “severe”?
  - In the Policy under Section 2.0 Definitions, the definition of “severe” is included. It is deception, fraud, falsification, cheating…; and examples can be added on the website.
- There are other forms of obtaining an unfair advantage, such as gift-giving to faculty.
  - This could be added in the procedures, or on the website, to further understanding.
- Is there a definition for “balance of probabilities, preponderance of evidence”?
  - Balance of probabilities, preponderance of evidence, something more likely than not to be the case, usually expressed as 51 percent, so if it is more likely than not that a violation has occurred, faculty are required to bring that forward.
  - The definition can be added.
- In the Policy, Section 5.1.1.5, Student Responsibilities, it lists clarifying with instructing faculty on having others help them with their papers. It is under Student Responsibility, but it seems faculty should provide expectations around their assignments, what is required and not required. Writing is a public business, it is designed to be read and have others collaborate and assist with writing.
There must be responsibility in both areas. There is a faculty piece where it says it is the faculty’s responsibility, it cannot be overstated that students also have the responsibility to clarify. There must be a balanced responsibility.

Whether writing collaboration in a course is allowed or not allowed should be very explicit in the syllabus.

On the collaborative idea, with certain courses, it is part of the course for students to make evaluations. To make an evaluation, students must hear and critique each other’s music scores. It is the responsibility of the instructor to make that clear at the beginning.

• Why was it decided to move from a committee to a panel with the Dean for a final decision?
  o A Dean is the head of the Faculty/School, and in this role, they must ensure the academic integrity of their Faculty/Schools. Therefore, it is within the Dean’s duties and power to have a say on these issues.

• It was suggested to change the wording in this policy from 14 calendar days to 10 working days for clarity especially when there are University closures like winter break.

• Student aiding and abetting another student’s misconduct is not mentioned in the Policy Section 5.1.1.3, Student Responsibilities, Refraining from attempts to Obtain an Unfair Advantage. Perhaps it should say, “obtain or provide…”
  o In the Policy definition of Academic Misconduct, it is listed, “helping or attempting to help another person commit an act of Academic Misconduct.”

7.0 Question Period
Chair Deborah Saucier opened the question period and the following questions arose:

• Is it expected that there will be extended sessional appointments?
  o Individuals who have a concern about extended sessional appointments should discuss this with the Faculty Association.

• In the Annual Report, Sources of Revenue for MacEwan University, it seems only parking generates a lot of revenue. Would the University consider decreasing parking rates?
  o Parking rates can be decreased, but if they are, it then becomes a taxable benefit for everyone at the University, whether they park here or not. So, it is deliberately priced at a point where it is not a taxable benefit.

• Regarding the MacEwan Annual Report and connecting with community; has the University considered offering Plains Cree language for credit?

• Has there been any discussion about the decrease in student satisfaction as mentioned in the Annual Report?
  o The Council should discuss student satisfaction at another time, when there is better data than is available now. This topic is exactly what this Council should put their thinking to and find ways to understand these survey results.
  o M. Shadnam offered that students in his course performed projects where they acted as consulting groups and asked students about specific concerns about MacEwan University.
  o How does MacEwan University’s rating compare to other universities, specific to shorter degrees, is it because students get jobs at the end?

8.0 Future Agenda Items/Next Meeting January 23, 2018
The next meeting is Tuesday, January 23, 2018 at 5:00 p.m. – 8:00 p.m. in Room 9-201.

10.0 The meeting adjourned at 6:51 p.m.

Approved by Academic Governance Council
January 23, 2018 (motion AGC-01-01-23-2018)