OPEN SESSION  

Minutes  

Friday, June 8, 2018  
1:00 – 4:00 p.m.  
Room 9-201, City Centre Campus

Chair: Deborah Saucier  
Vice-Chair: Lynne Honey

Present:  
Raymond Baril  
Nina Bernstein  
Michael Buhr  
Karen Buro  
Colin Campbell  
Wanda Costen  
Debbie Couves  
Nancy Digdon  
Rickard Enstroem  
Pam Farvolden  
Makarand Gulawani

Krista Hanscomb  
Catherine Hedlin  
Andrew Howell  
Robert Irwin  
David Johnson  
Jackie Kent  
Shawna Large  
Colleen Maykut  
Fred McGinn  
Debbie McGugan  
Heather McRae

Susan Mills  
Craig Monk  
Abigail Parrish-Craig  
Paul Prince  
William Richards  
Raina Rudko  
Vince Salyers  
Mike Sekulic  
Masoud Shadnam  
Elizabeth White-MacDonald  
Nataliya Zadorozhna

Alternate Student Members:  
Emma Patterson  
Tansy Spyker

Regrets:  
Sarah Copland  
Allan Gilliland  
Shahidul Islam  
Randy Jenne  
David Johnson

Dave Kato  
Taegan Lloyd  
Audrey Luchianov  
Brian Parker  
Kathaleen Quinn  
Sony Raj  
Lindsey Whitson  
Tara Winsor

Guests/Speakers:  
Roxanne Tootoosis, Indigenous Knowledge Keeper and Facilitator, kihêw waciston  
Mark Arnison, Chair Ad Hoc Committee on Academic Policy Process Review  
David McLaughlin, Executive Director, Institutional Analysis and Planning  
Anthony Norrad, Associate Registrar, Admissions and Transfer  
Roxanne Runyon, Sexual Violence Prevention and Education Coordinator  
Michelle Plouffe, General Counsel and Vice-President, Governance, Diversity and Inclusion  
Calin Anton, Vice-Chair, Committee on Admissions and Transfer  
Stuart MacLean, Associate Vice-President, Facilities  
Jacqueline McLeod, Director, Space Management

AGC Secretariat:  
David Epp  
Irene Hacke, Scribe

1.0 Call to Order

The meeting was called to order at 1:02 p.m.

Deborah Saucier, President, MacEwan University, presented ceremony protocol to Roxanne Tootoosis, Indigenous Knowledge Keeper and Facilitator, kihêw waciston, and requested a blessing for the meeting. R. Tootoosis led a ceremony and prayer in Plains Cree and in English.
Chair Saucier thanked each outgoing AGC member for their service and explained that, in appreciation, each of the books on display will be donated to MacEwan Libraries on behalf of a member.

2.0 Approval of Agenda
Chair Saucier requested the following three proposed changes to the June 8 agenda and called for a vote:

- To change Agenda Item 6.2, Admissions Policy Revisions, from presentation ‘For Decision’ to ‘For Discussion’
- To postpone Agenda Item 7.1.3, Bachelor of Early Childhood Curriculum Studies Admission Criteria
- To add the student named on the Exception List to the List of Spring 2018 MacEwan University Graduands.

— Carried

The Academic Governance Council (AGC) agenda for June 8, 2018, as amended, and the following items on the consent agenda were approved:

- 2.1 AGC Open Meeting Minutes: May 10, 2018
- 2.2 Executive Committee Minutes: May 22, 2018
- 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

AGC-01-06-08-2018
Mover/Seconder: M. Buhr, R. Baril
To approve the Academic Governance Council agenda for June 8, 2018, as amended, and the items on the consent agenda, as presented.
— Carried

3.0 Board of Governor’s Report
Deborah Saucier, President of MacEwan University, presented the Board of Governor’s report.

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

- Spring Convocation is June 19 through 21; members are encouraged to attend.
- A second Indigenous Knowledge-keeper will be hired to keep up with demand. This hiring, funded by the Faculties and Schools, demonstrates the University’s commitment to the Truth and Reconciliation Calls to Action.
- Spring Faculty/Staff Appreciation BBQ will be held June 27.
- President Saucier and Terri Sunjens, kihêw waciston Director, are invited to attend Blue Quills First Nations College graduation this year. Chair Saucier expressed it is an honour to be invited.
- Chair Saucier thanked all AGC members for their service. She was especially happy that Council discussions were thought-provoking, critical, and conducted with respect.

5.0 Report of the Provost and Vice-President Academic pro tempore
Craig Monk, Provost and Vice-President Academic pro tempore, offered the following updates:
• Debbie McGugan has agreed to renew her role as Dean of Libraries through June 30, 2019.
• Cynthia Zutter, Associate Vice-President, Research and Teaching, expressed her desire for renewal, and a reappointment process has begun.
• Heather McRae, Dean, School of Continuing Education, expressed her desire for renewal, and a reappointment process will begin soon.
• A search is underway for a third Associate Dean, Faculty of Arts and Science, who would be interim and hold office for the 2018-19 academic year.
• Lynne Honey, Chair and Associate Professor, Psychology, begins a one-year term as Interim Director, CAFÉ on July 1. She will develop programming for the 2018-19 year, consult to learn expectations of CAFÉ, and recommend a governance model. The director search begins July 2019.
• Cynthia Puddu, Assistant Professor, Health and Community Studies, begins a 22-month term as Director, Research Development and Innovation, September 1, 2018. She will support and expand the Board of Governor’s Research Chair program and the Canada Research Chairs program.
• Toward the development of an Integrated Strategic Plan (ISP) for 2019-20 and beyond, a Foundation Plan Development Committee is being formed. Consultation and drafting of the ISP will occur over Winter 2019, with a draft Plan expected to be completed in a year’s time.
• Because programs and curricula are not aligned under the legislative powers of AGC due to its definition in the Post-secondary Learning Act (PSLA), C. Monk proposes re-engaging legislative governance to be able to introduce changes. Another possible change could be to re-establish the Provost in a more active role in AGC.
• C. Monk would like to see AGC used much more as a forum for discussing issues of interest as described in section 4.1.1 of the AGC Bylaws. Discussions of important, difficult conversations can provide leadership and guidance in day-to-day processes of the academy.

Questions were invited and the following points arose in the discussion:

• Since expectations and a new model of CAFÉ were discussed, is it fair to understand that there are some existing problems?
  o Though C. Monk would like to share the review report further, the charter specifies limits of confidentiality, and it cannot be shared more widely. While CAFÉ has done fabulous things, a renewal of its mission should be considered by the University community.
  o The Provost is accountable for the activities in CAFÉ.
• What decisions went into the development of AGC at the time of its establishment? Is there interest among its members for a review of AGC’s current structure?
  o The first AGC met in Jan 2009. Some legislative requirements in the PSLA as to structure, chairs and other matters, were involved in AGC’s development. Should Government wish to change the University to have a GFC, which may happen, it would mean opening the PSLA. Then, the question of a review would become prescriptive and important.
  o More on the possible change from AGC to GFC will be known in late October, when the next legislative session is held.
• It was suggested the topic of reviewing AGC be discussed by AGC to bring to light, not only to potential changes, but to where AGC has come as a Council, and what its responsibilities are in the Baccalaureate and Applied Studies Institution sector of the PSLA.
• C. Monk invited members to write to him directly with any thoughts or questions.
6.0 Presentations

6.1 Academic Policy Process Review Report and Recommendation
Mark Arnison, Chair of the Ad Hoc Committee on Academic Policy Process Review (APPR), and David McLaughlin, Executive Director, Institutional Analysis and Planning, presented APPR’s review report and its recommendation of an Academic Policy Committee.

AGC-02-06-08-2018
Mover/Seconder: R. Irwin, A. Parrish-Craig
To approve the creation of a new Academic Policy Committee as an Academic Governance Council standing committee, effective Fall 2018.
— Carried

6.2 Admissions Policy Revisions
Tony Norrad, Associate Registrar, Admissions and Transfer, presented revisions to the Admissions policy.

The following points arose in discussion:
• Though the policy explicitly prohibits admission interviews, one Faculty holds auditions. This appears to be in opposition to the policy.
  o The Admissions and Transfer office, is satisfied that the requirements under section 4.5 allow auditions. Interviews differ from auditions in that they allow a conversation.
• If an applicant’s primary language is English, and the student was on an exchange for the last 3 years, would they be required to demonstrate English as their primary language?
  o In 2011, the University moved from using ‘first language’ wording, to ‘primary language’. It does make determinations more challenging, but is not aimed to be onerous.
• Section 5.2.2 talks of further documentations of criminal record or detention checks, but there is nothing else in the procedure about these. Are the checks done at the program level?
  o Yes, the checks are not required for admission, but for practice within programs.
• AGC is responsible for approving admission requirements, has there been any discussion about Faculty/School Councils involvement with approvals?
  o No such discussion was had. The Admissions Office will agree to any process a Faculty/School Council puts forward with the only requirement that this step be completed before the proposal goes to the Committee on Admissions and Transfer (CAT) for approval.
• The Admissions policy and related procedures will be posted for comment on the policy website for 20 days and will be presented for final approval at the July 17, 2018 AGC Executive Committee meeting.

6.3 Sexual Violence Policy Revisions
Roxanne Runyon, Sexual Violence Prevention and Education Coordinator, presented the proposed revisions to the Sexual Violence policy for AGC approval. Michelle Plouffe, General Counsel and Vice-President, Governance, Diversity and Inclusion, was on hand to help with questions.

Highlights of R. Runyon’s presentation were:
• The revisions provide clarity, especially on two important areas, the first is understanding disclosure versus complaint so that responsibilities are understood: Disclosure is the sharing of information about sexual violence with a member of the MacEwan University community. Complaint is the sharing of information for the purpose of filing a report under policy.
• The second is understanding the First Responder’s role and responsibilities; to receive disclosure and connect to resources to provide options. The policy states first responders cannot take action against the informing person, and if an imminent or ongoing risk to community safety exists, there is a requirement to pass information on to Security Services or to the Sexual Violence Response Coordinator. The procedures also outline support for first responders, both in their roles and for themselves. 

The topic was opened for discussion and the following points arose:

• Section 3.3.6 of the procedures regarding an investigator: This section was intentionally left open because there could be any number of people who will investigate, including a Dean if the survivor is faculty. There is a sexual response team, and there is a guide with a criterium for when the University is to go outside of campus for an investigator.

• Section 5.5.2, in bundling ‘policy, the collective agreements and law’, it appears to muddy the waters between policy and law.
  o There is a close relationship between policy and law and there are instances where a breach of policy aligns with a breach of law (such as involving a minor).

• An inconsistency between policy and procedure was noted where, in the policy, it is stated the first responder will refer to the law, while in the procedure, it is stated the first responder will refer to the law only if the survivor desires.

• Can the policy ensure that the support offered to first responders are registered psychologists or other trained professionals? There is a risk associated with paraprofessional treatment, especially in trauma, and crisis debriefing could have counter-productive and dangerous effects. It is hoped these procedures would not be mandated unless and until validated.
  o Hiring of professionally trained staff, a social worker and a full-time psychologist in the Sexual Violence Response Coordination office is in progress. As well, MacEwan Wellness and Psychological Services is available to faculty and staff.

• Regarding broad language about people in a condition of unconsciousness or being unable to speak, what about people with standing conditions such as cerebral palsy?
  o This language is broadened from what was before, it is in alignment with the criminal code, and the aim is to be inclusive.

• Does the survivor have a role in the investigation?
  o There are circumstances where a report will go forward even though the survivor does not make a complaint. The onus is on the University; if anyone in the community is at risk, there is an obligation to investigate. Although, if the complainant is not the survivor, it is rare that it would go forward.

• The Sexual Violence Policy revisions will be posted for comment on the policy website.

6.4 Fall Term Break Extension

• Jackie Kent, Vice-President Academic of Students’ Association of MacEwan University, presented for discussion a draft proposal to implement a week-long Fall Term Break for 2019. J. Kent explained the full week is beneficial as two extra days will give students time for a mental health break, to get help with studies, and visit family.

The following points arose in discussion:

• The week-long break makes the break between Fall and Winter terms shorter; some would prefer the guarantee of a longer break around Christmas.
• Should everyone agree, the majority of students prefer an earlier start, before Labour Day, if necessary.
• It was suggested to engage Institutional Analysis and Planning (IAP) to see what might be learned. For instance, in the Faculty of Nursing, a set number of clinical hours must be met.
• IAP offered to link information it has already in possession; however, students must know this information will be published.
• It would allow more confidence to know how many students and who want the week-long break, such as 100 percent of music students want this, or 100 percent of social students do not. And bringing the data to AGC early in the Fall will avoid further delay.
• A 61 percent rate from students is low, it is concerning to not know what the other students think of this possibility, and perhaps should they not want it, that is a large percentage.
• It must be considered, whether there is programming in Fall term that is in condensed format, for which missing a week greatly impacts this program, such as a 12-week program. English as an Additional Language, is a four-month term, already condensed from a five-month.
• It was noted, no opposition to this proposal was voiced, just the desire for more information.
• President Deborah Saucier offered to arrange a meeting to confirm what data is wanted and determine a tool to get more students from a wider spectrum.
• It was suggested students poll faculty and students, ask their department/program information, if a condensed or 12-week program or has certain requirements to take into consideration, to determine how best to schedule the break, and then present it to AGC in the Fall.

7.0 Committee Reports

7.1 Committee on Admission and Transfer
Calin Anton, Vice-Chair of the Committee on Admissions and Transfer (CAT) presented the following proposals for approval:

7.1.1 English Language Proficiency Requirements Recommendations

AGC-03-06-08-2018
Mover/Seconder: H. McRae, R. Irwin.
To approve the changes to the English Language Proficiency requirements, effective the 2019-2020 academic year, as presented.
— Carried

7.1.2 Theatre Arts Diploma Admission Criteria Review
These criteria align with current practice of the University. While a change in requirements for mature students seems as though more is added than others, it is actually less.

AGC-04-06-08-2018
Mover/Seconder: W. Richards, R. Baril
To approve changes to the Theatre Arts Diploma admission criteria, effective Fall 2019, as presented.
— Carried

7.2 Executive Committee

7.2.1 AGC Vice-Chair Election
Lynne Honey, Vice-Chair, AGC Executive Committee, conducted an election for the 2018-2019 AGC Vice-Chair.
Mover/Seconder: L. Honey, C. Hedlin
That Raymond Baril be appointed as Vice-Chair of Academic Governance Council for a one-year term beginning September 1, 2018 and ending August 31, 2019, or until a successor is elected.
— Carried

7.2.2 AGC Executive Committee Election
Lynne Honey, Vice-Chair, AGC Executive Committee, conducted an election for the 2018-2019 AGC Executive Committee members.

Mover/Seconder: L. Honey, A. Howell
That Wanda Costen, Kevin Hood, Robert Irwin, Annetta Leatham, Peter Myhre, Raina Rudko, Lindsey Whitson, and Randi Ziorio-Dunlop, be appointed to the Academic Governance Council Executive Committee for a term beginning September 1, 2018 and ending August 31, 2019.
— Carried

7.2.3 AGC Committees Nominations Slate
AGC reviewed the list of names of students appointed by the Students’ Association of MacEwan University (SAMU) to AGC and AGC standing committees, presented for information.

7.2.3 ConfidenceLine Report
AGC Executive Committee received and accepted the ConfidenceLine Review Report, indicated its satisfaction with ConfidenceLine’s functioning in its first year of operation, expressed support for ConfidenceLine’s continued operation, and agreed that the report would remain confidential at the executive level.

8.0 Faculty and School Councils

8.1 Faculty of Nursing Council Bylaws
Vince Salyers, Dean, Faculty of Nursing, proposed changes to the Faculty Council’s Bylaws.

Mover/Seconder: V. Salyers, F. McGinn
To approve the proposed changes to the Faculty of Nursing Council Bylaws, effective for the 2018-2019 academic year, as presented.
— Carried

8.2 School of Business Council Bylaws)
Wanda Costen, Dean, School of Business, presented the Faculty Council’s Bylaws for approval.

Mover/Seconder: W. Costen, R. Rudko
To approve the School of Business Council Bylaws, effective September 1, 2018, as presented.
— Carried

8.3 Faculty of Health and Community Studies Curriculum Changes
Fred McGinn, Dean, Faculty of Health and Community Studies, proposed curriculum changes in a single omnibus motion, effective for the academic year indicated, as presented.
Mover/Seconder: F. McGinn, W. Richards
To approve the Faculty of Health and Community Studies curriculum changes in a single omnibus motion, effective for the academic year indicated, effective Fall 2019, as presented.
— Carried

9.0 Campus Master Plan
Stuart MacLean, Associate Vice-President, Facilities, and Jacqueline McLeod, Director, Space Management, presented the Campus Master Plan for information.

Since many objectives of the Single Sustainable Campus Plan were met, a new Master Campus Plan that provides a 20- to 30-year horizon, with a focus on the first 10 years, is now needed. Facilities is finalizing the Master Campus Plan, and this will be brought to the Board of Governors. With Board approval, the Plan will be implemented.

The following points arose in the discussion:

- Concern was expressed about the possible closure of parking lots.
  - Where there are presently surface parking lots, the plan locates underground parking lots, with the possibility of multiple levels below ground.
- The plan is intended for a campus that benefits from a transformed downtown that has attracted a lot of downtown residents, many of whom are faculty, staff, and students.
- Current surface parkade and University Service Centre will be transformed into green space.
- There will be no reduced use of pedways, rather, increased alternatives will be offered.
- It was advocated for a walkable campus through January and February.
  - Exterior changes will enhance the use of campus in Winter.
- The greater idea is to make buildings and campus more permeable (easier to access).
- The current amphitheatre is now underutilized and will be reanimated.

10.0 Question Period
No questions were posed.

11.0 Future Agenda Items/Next Meeting September 25, 2018
The next meeting is September 25, 2018.

13.0 The meeting adjourned at 3:50 p.m.