Chair: Janet Paterson-Weir  
Vice-Chair: Ron Meleshko  

Members Present:  
Cristina Anton  
Gerard Bellefeuille  
Leslie Blyth  
Sharon Bookhalter  
Barbara Brady-Fryer  
Barry Boroditsky  
Linda Cook  
Teresa Costouros  
Elsie Elford  
Allan Gilliland  
Craig Gnauck  
Chris Hancock  
John-Paul Hermano  
Cathryn Heslep  
David Higgins  
Kevin Hood  
Travis Huckell  
Robert Irwin  
Shahidul Islam  
Mark Jacober  
Alan Knowles  
Joseph Kubelka  
Willow MacLeod  
Lucille Mazo  
Debbie McGugan  
Russel McQuatt  
Joanne Minaker  
Agnes Mitchell  
Judy Moore  
Joyce Nethercote  
Alice NychoLAT  
Brent Quinton  
Binthi Samuel  
Michael Stock  
Wayne Williams  

Regrets:  
Rafat Alam  
Paul Byrne  

Presenters:  
Susan May, Chair, Academic Policies Committee  
Debbie Styles, Co-Chair, Faculty Evaluation Committee  
Rick Lewis, Chair, MacEwan International Council  
Alan Vladicka, Co-Chair, Strategic and Resource Planning Advisory Committee  

AGC Secretariat: Peter Geller  
Kim Warkentine (Recorder)  

1.0 Call to Order  
The meeting was called to order at 5:48 p.m.  

2.0 Approval of Agenda/Consent Agenda  
The following items were approved on the consent agenda:  
- 2.1 AGC Meeting Minutes: October 12, 2010  
- 2.2 AGC Executive Committee Minutes: September 22, 2010  
- 2.3 Policy E6020: Distinguished Citizen(s)  
- 2.4 Revised High School Mathematics Curriculum and MacEwan Admission Requirements  

AGC-01-11-16-2010  
Moved by J.P. Hermano, seconded by J. Kubelka THAT Academic Governance Council approve the agenda and the items on the consent agenda for November 16, 2010 as presented in Item 2.0.  
Carried  

3.0 Board of Governors Report and Report of the President  
Paul Byrne, President and CEO of Grant MacEwan University was not able to attend the November 16, 2010 AGC meeting and so no report was made. The Board of Governors Report was included in the AGC meeting package.
4.0 Report of the Provost and Executive Vice-President Academic
Janet Paterson-Weir, Provost and Executive Vice-President Academic, reported on the following items:
- Thanks were extended to MacEwan Open House participants. The Open House was held on November 6, 2010.
- Acknowledgements to the organizers and participants of the Fall 2010 convocation (November 10, 2010), with 307 students convocating.
- The Graduate Studies Liaison report entitled Learning Journey was made available at the meeting for the reference of AGC members.
- The strategic planning process for 2011/12 to 2013/14 is underway. The Vice Presidents recently met with the Strategic and Resource Planning Advisory Committee regarding ongoing advice in terms of MacEwan’s goals and priority objectives.

5.0 Nominations Committee
5.1 Honourary Distinguished Citizen Review Committee Members
Chris Hancock, the Chair of the Nominations Committee, requested a nomination for an AGC faculty member for the Honourary Distinguished Citizen Review Committee. Joanne Minaker was nominated.

AGC-02-11-16-2010
Moved by R. Irwin, seconded by K. Hood THAT Joanne Minaker be appointed to the Distinguished Citizen Review Committee for a one-year term.
Carried

5.2 Emeritus Review Committee Members
Two AGC members were required for the Emeritus Review Committee, at least one of whom was required to be a faculty member. Nominations were taken from the floor. Two nominations were received: Michael Stock and Debbie McGugan.

AGC-03-11-16-2010
Moved by S. Islam, seconded by C. Anton THAT Michael Stock and Debbie McGugan be appointed to the Emeritus Review Committee for a one-year term.
Carried

5.3 Committee Membership: Distance and Distributed Education Committee, Faculty Standards Committee
Chris Hancock presented the following nominees for AGC Committees:

Distance and Distributed Education Committee:
- Matthew Parsons, Instructor, Music, Centre for the Arts and Communications for a one year term (ending June 30, 2011).

Faculty Standards Committee:
Academic Staff
- Mark Arnison, Instructor, Management Studies, School of Business
- Barbara Brady-Fryer, Instructor, Bachelor of Nursing
- Allan Gilliland, Head, Composition, Music, Centre for the Arts and Communications
- Rose Ginther, Chair, Arts and Cultural Management
- Kevin Hood, Instructor, Correctional Services
- Valla McLean, Professional Resource Faculty, Library
- Cyrus Panjvani, Instructor, Humanities, Faculty of Arts and Science
- Ross Shaw, Instructor, Biology, Faculty of Arts and Science
Deans/Associate Deans

- Sharon Hobden, Associate Dean, Faculty of Health and Community Studies
- Shahram Manouchehri, Associate Dean of Arts, Faculty of Arts and Science

In response to a question regarding the process the Nominations Committee employed to create the slate for the Faculty Standards Committee, it was noted that further nominees were sought following the close of the nominations period so as to consider representation from all four Faculties and Schools as well as professional resource faculty, as per the FSC’s Terms of Reference. While individual nominee’s experience at MacEwan was a factor, the Nominations Committee looked at the overall make up of the committee’s membership, including faculty who teach in different program types, in determining the slate presented to AGC.

AGC-04-11-16-2010
Moved by T. Costouros, seconded by R. McQuatt THAT Academic Governance Council elect the slate of nominees as presented in Agenda Item 5.3.
Carried

6.0 Committee Reports

6.1 Academic Policies Committee

6.1.1 Policy C2025: Academic Schedule
Susan May, Chair of the Academic Policies Committee, presented the revised Policy C2025: Academic Schedule for approval:
- The policy was revised to align with the Enterprise Resource Planning (ERP).
- There would be three semesters in the academic year rather than four: Fall, Winter, and Spring/Summer.
- Tuition rates will be the same for all three semesters.

AGC-05-11-16-2010
Moved by J. Kubelka, seconded by L. Blyth THAT Academic Governance Council approve the revised C2025: Academic Schedule, effective May 1, 2011, as recommended by the Academic Policies Committee (October 5, 2010) as presented in Agenda Item 6.1.1.
Carried

6.1.2 Policy C2050: Attendance
The Chair of the Academic Policies Committee presented revised policy C2050: Attendance for approval.

AGC-06-11-16-2010
Moved by L. Cook, seconded by C. Gnauck THAT Academic Governance Council approve the revised policy C2050: Attendance, effective September 1, 2011, as recommended by the Academic Policies Committee as presented in Agenda Item 6.1.2.
Carried

6.1.3 Policy C2075: Program Time Limits
The Chair of the Academic Policies Committee presented revised policy C2075: Program Time Limits for approval, noting the policy attempts to minimize barriers for students, support curriculum with currency, and comply with quality assurance standards.

Regarding the question of the currency of courses, S. May noted the policy addresses the maximum length of time a student has to complete a program; addressing the issue of stale dating of courses may be required in the future. Extenuating circumstances, situations such as students with disabilities and parental leave were
also discussed; it was noted that individual exemptions to program time limits is covered under section 4.7.

AGC-07-11-16-2010
Moved by S. Bookhalter, seconded by R. Irwin THAT Academic Governance Council approve the revised C2075: Program Time Limits, effective September 1, 2011, as recommended by the Academic Policies Committee as presented in Agenda Item 6.1.3.

Carried

6.1.4 Policy C5020: Auditors of Courses
The Chair of the Academic Policies Committee presented revised policy C5020: Auditors of Courses for approval. In response to a question regarding the expectation that auditors attend classes regularly (2.2) it was noted that auditing may require accommodating specific requests; further, as audited courses appear on transcripts this implies expectations regarding student attendance.

AGC-08-11-16-2010
Moved by T. Huckell, seconded by D. Higgins THAT Academic Governance Council approve the revised C5020: Auditors of Courses, effective September 1, 2011, as recommended by the Academic Policies Committee (September 4, 2010) as presented in Agenda Item 6.1.4.

Carried

6.2 Faculty Evaluation Committee
6.2.1 Annual Report and Work Plan
Debbie Styles, Co-Chair of the Faculty Evaluation Committee (FEC) presented the Committee’s Annual Report and Work Plan for information.

As follow up to the request made at the October 12, 2010 AGC meeting for an update regarding faculty evaluation tools, the FEC plans to provide an update to AGC in the new year. In the meantime, the FEC has determined that the existing faculty evaluation instruments will continue to be used for the Fall 2010 term. Work will continue in terms of communicating and consulting with faculty as the FEC moves forward with the development of on-line faculty evaluations.

Discussion of the work of the FEC included:
- Student response rates: since 2006, average at 48% to 56% which is consistent with other universities, although lower than the target rate
- In terms of peer review of teaching it was noted that the material on the web site and workshops are seen as valuable; as well, the Faculty Evaluation Office maintains a list of peer reviewers.
- It was noted that as the FEC’s Terms of Reference does not include consideration of non-instructional faculty evaluation, was this being considered? Currently the FEC’s scope is faculty evaluation processes for teaching faculty.

AGC-09-11-16-2010
Moved by C. Hancock, seconded by S. Bookhalter THAT Academic Governance Council accept for information the Faculty Evaluation Committee 2009-10 Annual Report and the 2010-11 Work Plan as presented in Agenda Item 6.2.1.

Carried

6.3 MacEwan International Council
6.3.1 Annual Report and Work Plan
Rick Lewis, Chair of the MacEwan International Council, presented the Council’s Annual Report and Work Plan for information. In response to a question regarding the role of faculty on the MIC and the development
of international memoranda of understanding (MOUs) between MacEwan and other universities, it was noted that while MOU’s may originate from a number of sources it is often internal contacts that provide the best sources; faculty can propose institutional agreements through their respective deans.

AGC-10-11-16-2010
Moved by C. Gnauck, seconded by C. Heslep THAT Academic Governance Council accept for information the MacEwan International Council 2009-10 Annual Report and the 2010-11 Work Plan as presented in Agenda Item 6.3.1.

Carried

6.4 Strategic and Resource Planning Advisory Committee
6.4.1 Annual Report and Work Plan
Alan Vladicka, Co-Chair of the Strategic and Resource Planning Advisory Committee, presented the Council’s Annual Report and Work Plan for information. In providing an overview of the Committee’s activities during its first year of operations and the Work Plan for this academic year, he noted that the cycle for the Committee’s input into the strategic plan is taking place earlier this year, with initial recommendations coming forward to AGC in January.

AGC-11-11-16-2010
Moved by A. Gilliland, seconded by J. Kubelka THAT Academic Governance Council accept for information the Strategic and Resource Planning Advisory Committee 2009-10 Annual Report and the 2010-11 Work Plan as presented in Agenda Item 6.4.1.

Carried

7.0 Other Business
7.1 Academic Schedule 2011-12 & 2012-13
Janet Paterson-Weir, Chair of Academic Governance Council, presented the Academic Schedule for 2011-12 and 2012-13 for information, as approved by the AGC Executive Committee. The 2011-12 Schedule was previously approved but was revised as a result of the implementation of the new ERP; the 2012-13 Academic Schedule is provided as it is to be approved two years in advance of publication. It was highlighted that the start of the academic year had been moved to September in order to align with the Academic Schedule policy and system requirements.

8.0 Question Period
The following topics were discussed by Council members:

- Suggestion that guidelines for AGC committees be developed regarding informing the University community of their work, such as posting information on the MacEwan website.
- It may be beneficial for AGC to consider how MacEwan approaches the evaluation of courses for transfer credit. It was noted that there is a Transfer Articulation Working Group looking at aspects of this issue. It was suggested that this may be a topic for a future presentation and discussion.

9.0 Future Agenda Items/Next Meeting – January 25, 2011, 9-102, City Centre Campus

10.0 The meeting was adjourned at 7:25 p.m.