1.0 *Call to Order*

The meeting was called to order at 5:45 p.m.

The Chair welcomed David Drohan, who as of May 1, 2011 will be a member of AGC as Students’ Association Vice President Academic.

2.0 *Approval of Agenda/Consent Agenda*

The following items were approved on the consent agenda:

- 2.1 AGC Meeting Minutes: January 25, 2011
- 2.2 Executive Committee Minutes: December 13, 2010
- 2.3 Dissolution of Ad Hoc Committee on Faculty Standards
- 2.4 Policy C5010: Admissions
- 2.5 Bachelor of Applied Human Services Administration Program Admission Criteria
- 2.6 Travel Diploma Program Admission Criteria

It was requested that item 2.7 Bachelor of Commerce Admission Criteria be removed from the Consent Agenda.
Moved by R. McQuatt, seconded by P. Byrne THAT Academic Governance Council approve the agenda for March 15, 2011 and the items on the consent agenda as amended in Item 2.0. 

3.0 Board of Governors Report and Report of the President
Paul Byrne, President and CEO of Grant MacEwan University reported on the following items:

- MacEwan’s new president, Dr. David Atkinson, will take the position on July 1. Dr. Atkinson visited MacEwan at the beginning of March which included a reception (March 8, 2011) where he was formally introduced to the MacEwan community.
- The Honourable Greg Weadick has been named as the new Minister of Advanced Education and Technology. The Ministry has confirmed that there will be no new funding for MacEwan for the next two years.
- Two new Board of Governors members will be named soon through Order in Council, providing further financial and human resources expertise to the Board.
- The University Services Centre is slated to open by the end of April. It is an open concept space that has capacity for 200 employees.

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:

- The Ministry is viewing the completion of the University Services Centre (USC) favourably and will provide “lights-on funding” for the USC.
- The Ad Hoc Committee on Faculty/School Councils will be holding open sessions at various campuses March 30 to April 1 to inform and receive feedback regarding Faculty/School Council structures. Information on the sessions will be emailed to AGC members and will be available on the AGC website.
- AGC nominations will begin March 21, 2011. Information and nomination forms will be available on the Elections page of the AGC website.
- The AGC website has been updated with a new interface as part of phase 2 of the MacEwan web redevelopment plan.

5.0 Committee Reports

5.1 MacEwan Curriculum Committee
5.1.1 Program Suspension: Accounting and Strategic Measurement Diploma: Co-operative Education Major Program Suspension
Davar Rezania, Chair of the MacEwan Curriculum Committee (MCC), presented MCC’s recommendation of the Accounting and Strategic Measurement Diploma: Co-operative Education Major Program suspension for AGC approval.

Discussion took place surrounding the rationale for the program suspension in relation to student success and program requirements. E. Elford, Dean of the School of Business, replied that to comply with the Canadian Association For Co-operative Education (CAFCE), there were limitations to changes to program requirements. As this is a 2-year diploma rather than a 4-year degree, the program was sending students out on placement after only four months of study, limiting the effectiveness of the workplace learning experience. In contrast, the degree program gives students more options and time for workplace readiness.
AGC-02-03-15-2011
Moved by J.P. Hermano, seconded by B. Boroditsky THAT Academic Governance Council approve the suspension of the Accounting and Strategic Measurement Diploma: Co-operative Education Major program effective September 1, 2012, as recommended by the MacEwan Curriculum Committee as presented in Agenda Item 5.1.1.
Carried

5.1.2 Program Suspension: Insurance and Risk Management Certificate Program Suspension
Davar Rezania, Chair of the MacEwan Curriculum Committee, presented MCC’s recommendation of the Insurance and Risk Management Certificate Program suspension for AGC approval.

AGC03-03-15-2011
Moved by R. McQuatt, seconded by M. Cardinal THAT Academic Governance Council approve the suspension of the Insurance and Risk Management Certificate program effective September 1, 2012, as recommended by the MacEwan Curriculum Committee as presented in Agenda Item 5.1.2.
Carried

5.1.3 Design Studies Diploma Program Change
Davar Rezania, Chair of the MacEwan Curriculum Committee, presented the Design Studies Diploma Program change for AGC approval.

The following points arose during discussion:
- Whether this type of program change was an appropriate matter for AGC to approve or whether it should just be reviewed at MCC.
  - It was requested that this type of question be noted for the scheduled review of AGC.
- Regarding how best to prepare Design Studies students for the workplace, W. Williams, the program Chair, felt that the current internship component often resulted in placements not relevant to the students’ field of study and that the placement was of insufficient length to gain significant experience in design.
- By replacing the internship and lecture series with more focused courses and a portfolio capstone project, it was felt that this would give students a deeper understanding of their field.

AGC-04-03-15-2011
Moved by J. Minaker, seconded by D. Roy THAT Academic Governance Council approve curriculum changes to the Design Studies diploma program effective September 1, 2012, as recommended by the MacEwan Curriculum Committee (14 February 2011) as presented in Agenda Item 5.1.3.
Carried

5.2 Academic Policies Committee
5.2.1 Policy C2010: Prior Learning Assessment and Recognition
Susan May, Chair of the Academic Policies Committee, presented for approval the revised policy C2010: Prior Learning Assessment and Recognition (PLAR). It was noted that this was part of the 5-year policy review cycle, but that it may require review in the future depending on the outcome of the province’s current PLAR initiative.

It was noted that a correction was required to 4.3.2, as follows:

Credit earned through challenge exams shall be recorded on transcripts in the same way that credits are normally transcripted for credit courses, but will not be included in calculation of
grade point average or course load. Other forms of PLAR shall be recorded on transcripts with the alternate grade code of CR (Completed Requirements).

It was noted that the Implications section in the Submission of Motion was similarly incorrect in not reflecting the correct clause as above.

The following points arose during discussion:

- How PLAR is recognized in the case of foreign students. It was explained that the policy was not about transfer credit but that all students could undertake PLAR where it is available.
- How PLAR is determined: under section 2.1 it stipulates that the actual assessment must be done by a subject matter expert.
- How often can PLAR assessment happen: this is up to the program as there are no institution-wide procedures for this.

AGC-05-03-15-2011
Moved by R. Irwin, seconded by T. Costouros THAT Academic Governance Council approve Policy C2010: Prior Learning Assessment and Recognition, effective September 1, 2011, as recommended by the Academic Policies Committee (January 11, 2011) as amended in Agenda Item 5.2.1.

Carried

5.3 Admissions and Selections Committee
5.3.1 Bachelor of Child and Youth Care Program Admission Criteria
Stefanie Ivan, Chair of the Admissions & Selections Committee, presented the Bachelor of Child and Youth Care admission criteria for approval. It was noted that the immunizations records requirement had been removed and that C2070 had been added to the probationary category.

Discussion ensued regarding the Probationary Admission criteria, including whether the wording should be more specific. S. Ivan suggested that a review of all Probationary Admission criteria may be helpful.

It was agreed that the Criteria would be sent back to Admissions and Selections Committee for further review.

The motion was withdrawn.

5.3.2 Early Learning and Child Care Diploma Program Admission Criteria
Stefanie Ivan, Chair of the Admissions & Selections Committee, presented the Early Learning and Child Care Program admission criteria for approval.

AGC-06-03-15-2011
Moved by K. Hood, seconded by M. Stock THAT Academic Governance Council approve the changes to the admission criteria for the Early Learning and Child Care Diploma Program, effective for the Fall 2012 intake of the program, as recommended by the Admissions and Selections Committee February 16, 2011 and presented in Agenda Item 5.3.2.

Carried
5.4 Strategic and Resource Planning Advisory Committee

5.4.1 Comprehensive Institutional Plan, 2011/12 to 2013/14: Academic Section

A. Vladicka, Co-Chair of the Strategic and Resource Planning Advisory Committee (SRPAC), noted that the Committee reviewed the draft Comprehensive Institutional Plan (CIP), 2011-12-2013/14 and are recommending that AGC endorse the draft CIP and recommend to the Board of Governors for approval. AGC had previously reviewed and endorsed the Goals and Priority Objectives at its January 25, 2011 meeting. Several sections are still to be completed, including Financial and Budget Information, which has been delayed due to the timing of the announcement of the provincial budget.

A number of points were raised and clarification provided, as follows:

- **Priority Initiatives section:**
  - In response to questions regarding the Access Performance Outcomes (in the Priority Initiatives: Access section) and how this will impact on the development of future programming it was noted that these priorities reflect the exploration of possibilities within MacEwan’s current focus. Recent agreements with Olds College and Grande Prairie Regional College are examples of provincial partnerships that build on existing programs to increase access to rural and northern learners.
  - In terms of “rationalizing low demand programs” (Access Performance Outcome 6), it was noted that within the current fiscal constraints MacEwan needs to consider how best to achieve programming at a sustainable level.
  - In response to a question regarding the future growth of online credentials and whether MacEwan is better off developing this on its own, it was noted that while this is a fast growing area, partnering with other institutions through eCampus Alberta provides quality assurance and also remains the most cost-effective.
  - In response to a question regarding the longer term goal of the Single Sustainable Campus (p. 16) and the shorter term needs with the University “nearing the limit of its physical capacity” (p. 12) it was noted that the details regarding facilities planning will be in the Resource Implications section of the plan (capital plan). As well, with blended learning and increasing utilization of on-line learning a redefinition of space needs is taking place.

- **Core Performance Measures**
  - In response to a question on measuring the graduation employment rate, it was noted that this is based on related employment, which can provide challenges in terms of definitions for some fields of study.
  - It was noted that in addition to the overall number of graduate employment rate provided in this report, MacEwan also provides program-specific graduate employment rates, which can provide a more meaningful measure.
  - It was clarified that the goal of greater than 90% for Graduate Employment Rate is based on the target set by the Ministry of Advanced Education and Technology.
  - Regarding the % expenditure on administration, it was clarified that additional information will be provided to the note that compares the current achievement (2009/10) with last year’s achievement (2008/09) expressed using the same methodology.

- **Enrolment Plan**
  - In terms of a question regarding the Enrolment Plan, clarification was provided that the FLE numbers are from those provided for individual programs, and so is a reflection of the resources that will be available over the next seven years. Overall, MacEwan is maintaining a balance in its program mix, as stated in the Mandate.
some cases, there is a shift from career programs to new degrees (such as the Journalism Diploma and the Applied Degree in Professional Writing with the implementation of the recently approved Bachelor of Communications Studies).

A revision to the Access Performance Outcomes was recommended, to revise Outcome 1 to encompass the potential for certificate and diploma programming as well as degrees, as follows:

Within the Campus Alberta framework, MacEwan will continue partnership agreements to provide program commencement and completion opportunities focused on the rural and northern institutions (Priority Initiatives Section, A. Access, p. 16 of draft CIP).

**AGC-07-03-15-2011**
**Moved by D. Higgins, seconded by J. Moore** THAT Academic Governance Council endorse the draft Grant MacEwan University Comprehensive Institutional Plan 2011/12 to 2013/14 as presented in Agenda Item 5.4.1, and recommend it to the Board of Governors for approval at its April meeting.

**Carried**

5.5 **Research Council**

5.5.1 Terms of Reference
Linda Cook, Research Council member, presented the revised Terms of Reference on behalf of Research Council. Discussion focused on the composition of the Research Council, including whether a broader representation of fields and disciplines was required.

**AGC-08-03-15-2011**
**Moved by R. McQuatt, seconded by D. Roy** THAT Academic Governance Council approve the Research Council Terms of Reference as presented in Agenda Item 5.5.1.

**Carried**

5.5.2 Annual Report and Work Plan
Linda Cook, Research Council member, presented the Research Council’s Annual Report and Work Plan for information. In response to a question, it was noted that Research Council members could apply for internal funding adjudicated by the Research Council, but would remove themselves from the adjudication of any competitions in which they had submitted proposals.

**AGC-09-03-15-2011**
**Moved by L. Blyth, seconded by J. Kubelka** THAT Academic Governance Council accept for information the Research Council Annual Report for 2009-2010 and Work Plan for 2010-2011 as presented in Agenda Item 5.5.2.

**Carried**

5.6 **MacEwan Sabbatical Leave Committee**

5.6.1 Annual Report and Work Plan
Susan May, Chair of the MacEwan Sabbatical Leave Committee, presented the Committee’s Annual Report and Work Plan for information. It was noted that John Friesen would be holding a sabbatical leave information session on May 10, 2011 for those interested in applying.
AGC-10-03-15-2011
Moved by C. Gnauck, seconded by C. Hancock THAT Academic Governance Council accept for information the 2009-2010 Annual Report and 2010-2011 Work Plan of the MacEwan Sabbatical Leave Committee as presented in Agenda Item 5.6.1.
Carried

6.0 Other Business

6.1 Presentation on Faculty Evaluation.
Denise Roy and Debbie Styles, Co-Chairs of the Faculty Evaluation Committee (FEC), and Sarah Jane Flynn, Faculty Evaluation Coordinator, presented information on the work of the FEC. The following information points were noted and discussed:
- The FEC’s scope is limited to instructional faculty.
- Work of the Committee is to implement the requirements of Policy C5065: Instructional Faculty Evaluation
- The revised online faculty evaluation instrument will be used for Winter 2011.
- The response rate average has been between 48% and 56% which is comparable with other universities but is below what the FEC would like to see. To increase the response rate the following changes have been made to faculty evaluation:
  - Number of questions on evaluation forms went from a high of 48 to a minimum of 17, with the ability to add up to 5 questions. A bank of questions is being developed by the FEC.
  - Examining a student incentive program, which is done at some other universities
- In response to the question of how to ensure that students have access to computers to complete evaluations, it was noted that S. Flynn could help faculty to book computer labs for this purpose.
- Regarding the question of evaluation for non-instructional faculty, it was noted that currently the mandate of the FEC does not include C5066: Faculty Evaluation for Non-Instructional Faculty. This is something the Committee is aware of and discussion will continue.

7.0 Question Period
AGC members noted the following:
- Request for presentation on PeopleSoft and academic quality at MacEwan.
- Request for presentation on Academic Quality Assurance and Accreditation.
- A question was asked regarding the timing of the opening of the registration process at midnight and the impact on students.
  
  Note: it was confirmed that with the implementation of on-line registration through PeopleSoft this is no longer an issue.

8.0 Future Agenda Items/Next Meeting – April 26, 2011, Room 9-102, City Centre Campus

9.0 The meeting was adjourned at 8:45 P.M.