## 1.0 Call to Order
The meeting was called to order at 5:45 p.m.

## 2.0 Approval of Agenda/Consent Agenda
The following items were approved on the consent agenda:
- 2.1 AGC Meeting Minutes: April 26, 2011
- 2.2 Executive Committee Minutes: April 8, 2011
- 2.3 Special Needs Educational Assistant Certificate Admission Criteria

**AGC-01-05-24-2011**
Moved by L. Cook, seconded by J. Minaker THAT Academic Governance Council approve the agenda for May 24, 2011 and the items on the consent agenda as presented.

**Carried**

## 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 will be co-hosting the Association of Canadian Community Colleges Annual Conference with Northern Alberta Institute of Technology and NorQuest College from June 5-7, 2011.
- At its May 12, 2011 meeting, the Board approved the Comprehensive Institution Plan (CIP) for 2011/12 to 2013/14 for submission to the Minister of Advanced Education and Technology. The Board’s approval of the accompanying University Budget for 2011/12 includes a balanced budget for 2011/12 with deficits projected for the following two years.
4.0 Report of the Provost and Executive Vice President Academic

Susan May, Associate Vice President Academic and Research, presented the report of the Provost and Executive Vice President Academic:

- MacEwan has submitted the proposals for the two new majors in the Bachelor of Commerce program (Human Resource Management and Marketing) to Advanced Education and Technology. These proposals are now going through the systems coordination review; a request has also been made for an expedited Campus Alberta Quality Council program review.
- Spring 2011 convocation will be held June 23 and 24, 2011. AGC members were reminded to contact the Registrar’s Office if they would like to attend. It was noted that this will be the first graduating class for the Bachelor of Science in Nursing.
- Paul Byrnes’s retirement celebration will be held June 28, 2011, 3:00 p.m. to 5:00 p.m. in the Heart of the Robbins, Robbins Health and Learning Centre.
- Faculty Development Day will be held August 31, 2011. The incoming MacEwan President, David Atkinson, will provide an address at the lunch.
- Prior to the June 13, 2011 AGC meeting, a reception will be held to acknowledge the new recipients of the interim title of Assistant Professor.

Academic Governance Council welcomed David Drohan to his first AGC meeting as Students’ Association Vice President Academic.

5.0 Committee Reports

5.1 Executive Committee

5.1.1 Academic Governance Council Review

Ron Meleshko, Vice-Chair of Academic Governance Council, noted that a review of AGC is required according to the AGC Bylaws, which state, “Council will review its mandate and bylaws 3 years following initial implementation” (section 16.0). Executive Committee established a Task Team for this purpose, which would also incorporate recommendations from the Ad Hoc Committee on Faculty/School Councils. The Task Team’s mandate, composition and time frame were provided for information.

AGC members raised a number of points in regards to the scope and composition of the Task Team, including:

- That the review as stipulated in the Bylaws should be established by AGC, including the membership of a committee struck for such a purpose
- In terms of composition, it was suggested that current (not past) AGC members be included; the inclusion of a support/supervisory staff member was suggested
- A limited review of the effects of the establishment of Faculty/School Councils on AGC’s bylaws, including the impacts on AGC’s committee structure, could be undertaken by a task team established by AGC Executive Committee. This is pending approval of the recommendations of the Ad Hoc Committee on Faculty/School Councils.

It was suggested that further discussion is required at AGC regarding the mandate and scope of AGC’s review as required by AGC’s Bylaws.

AGC-02-05-24-2011

Moved by T. Huckell, seconded by C. Anton THAT AGC direct the Executive Committee to establish an AGC Review Task Team for the purpose of reviewing the effect of the establishment of Faculty/School Councils on the AGC Bylaws.

Carried
AGC-03-05-24-2011
Moved by T. Huckell, seconded by R. Alam THAT the AGC Review Task Team consist of the following composition:

- Chair of AGC
- Vice-Chair of AGC
- 3 current AGC members
- 2 AGC Committee Chairs
- Academic Governance Officer

Carried

5.2 Nominations Committee

5.2.1 AGC Vice-Chair
C. Hancock, Chair of the Nominations Committee, informed AGC that the term of AGC Vice-Chair ends August 31, 2011. A call for nominations for Vice-Chair for 2011-2012 was sent via e-mail, with no nominations received. Rafat Alam, Instructor, Anthropology, Economics and Political Science, Faculty of Arts and Science was nominated and elected by acclamation.

AGC-04-05-24-2011
Moved by K. Hood, seconded by S. Islam THAT Rafat Alam be appointed as Vice-Chair of the Academic Governance Council for a term beginning September 1, 2011 and ending August 31, 2012 or until a successor is elected.

Carried

5.2.2 AGC Executive Committee Members
C. Hancock, Chair of the Nominations Committee, informed AGC that the terms of the current faculty members and dean on the AGC Executive Committee ends August 31, 2011. A call for nominations for two faculty members and dean for 2011-2012 were sent via e-mail. At the close of the nominations period one nomination was received from a faculty member (Ron Meleshko, Chair, Computer Science, Faculty of Arts and Science) and one nomination received from a dean (David Higgins, Dean, Faculty of Arts and Science). Bob Irwin, Chair, Bachelor of Arts, General Studies and Education Transfer, Faculty of Arts and Science was nominated for the second faculty member position. All were elected by acclamation.

AGC-05-05-24-2011
Moved by S. Bookhalter, seconded by A. Knowles THAT Robert Irwin, Ron Meleshko and David Higgins be appointed to the Executive Committee of the Academic Governance Council for a term beginning September 1, 2011 and ending August 31, 2012 or until a successor is elected.

Carried

5.2.3 MacEwan Curriculum Committee Membership
C. Hancock, Chair of the Nominations Committee, presented for decision a slate of nominees for MacEwan Curriculum Committee as presented at the April 26, 2011 AGC meeting. Following that meeting it was confirmed that the Composition section of the MCC Terms of Reference (AGC motion AGC-04-01-25-2011) did not specify a minimum number for membership and thus, the AGC’s initial decision to accept the slate would need to be clarified.

The current Committee’s membership includes 10 faculty members, while the revised Terms of Reference (approved by AGC at its January 25, 2011 meeting) only included 8 faculty members. To ensure balanced representation and as a means of transitioning from the previous Committee composition, the Nominations Committee recommended a slate of 5 faculty nominees (plus 1 librarian); therefore, the membership would continue with 10 faculty members in total.
The decision set before AGC was to either accept the slate as presented as an exception to the MCC Terms of Reference or send the decision back to Nominations Committee with the direction to provide a slate of 8 nominees for MCC.

AGC-06-05-24-2011
Moved by D. Roy, seconded by M. Stock THAT Academic Governance Council elect the slate of nominees for MacEwan Curriculum Committee as presented in Agenda Item 5.2.3.
Carried

It was noted that those who opposed the motion were opposed to the principle of exceptions to AGC committee Terms of Reference, not to the nominees presented.

5.3 MacEwan Curriculum Committee
5.3.1 Bachelor of Psychiatric Nursing
B. Richards, Vice-Chair of the MacEwan Curriculum Committee, presented the recommendation from MCC to approve the program proposal for the Bachelor of Psychiatric Nursing. Marion Anderson, Chair of Psychiatric Nursing, and her team were thanked for their work on the proposal.

The following points arose during discussion:

- In response to how to accommodate students with diplomas in Psychiatric Nursing from other institutions, it was noted that the admission requirements require graduates to be from “approved diploma programs.” It was noted that there are two other diploma programs in Psychiatric Nursing in western Canada, both have similar curricula; in addition, these diploma programs, including MacEwan’s, require approval by the College of Registered Psychiatric Nurses of Alberta (CRPNA), further assuring consistency.
- Regarding the “global perspectives” mentioned in the Principles and Learning Outcomes, and whether this would be accomplished by accepting international students in the program, it was noted that the program would welcome international applicants and the admission requirements provide for this category of applicant.
- Regarding the onetime funding allotted to the program, S. Bookhalter, Dean of the Faculty of Health and Community Studies, explained that this funding was allocated to nursing education within the Faculty. It was further noted that the budget projections for the program reflect a cost neutral model (tuition revenue will equal instructional and operational costs).

AGC-07-05-24-2011
Moved by C. Hancock, seconded by C. Anton THAT Academic Governance Council approve the Bachelor of Psychiatric Nursing as recommended by the MacEwan Curriculum Committee (April 18, 2011) and forward the recommendation to the Board of Governors for approval, as presented in Agenda Item 5.3.1.
Carried

5.4 Academic Policies Committee
5.4.1 Policy C2070: Academic Standing
R. Irwin, member of the Academic Policies Committee, presented revised academic policy C2070: Academic Standing for approval. It was noted that this policy, which was recently approved by AGC (January 25, 2011) required further revision to clarify the requirements for students to withdraw. In response to a question related to impact on students in diploma programs it was noted that the revised policy would equally impact all students.
Consent Agenda Item 2.1 - Academic Governance Council Minutes – May 24, 2011

Moved by D. Higgins, seconded by C. Heslep THAT Academic Governance Council approve Policy C2070: Academic Standing, effective September 1, 2011, as recommended by the Academic Policies Committee (May 3, 2011) as presented in Agenda Item 5.4.1.

Carried

5.5 Admissions and Selections Committee

5.5.1 Occupational Health Nursing Certificate Admission Criteria
S. Ivan, the Chair of the Admissions and Selections Committee, presented the revised Occupational Health Nursing Certificate admission criteria. It was noted that NURS 340 was removed as an admission criteria and the English requirement had been reworded. As applicants are directed to the MacEwan calendar website regarding English language proficiency (Additional Admission Criteria), a question was asked whether, as a certificate program for nurses, the requirements were those outlined for certificates and diplomas or for baccalaureate degrees. S. Ivan outlined the process undertaken by the Office of the Registrar to establish and regularly review the requirements for each program and agreed to provide specific information on Occupational Health Nursing for a future meeting. It was also noted by S. Bookhalter, Dean, Faculty of Health and Community Studies, that English Language Proficiency standards for all Nursing programs was under consideration.

AGC-09-05-24-2011
Moved by D. Drohan, seconded by B. Boroditsky THAT Academic Governance Council approve the changes to the admission criteria for the Occupational Health Nursing Certificate program, effective for the Fall 2012 intake of the program, as recommended by the Admissions and Selections Committee March 23, 2011 as presented in Agenda Item 5.5.1.

Carried

5.5.2 Post-Basic Nursing Practice Post-Diploma Certificate: Hospice/Palliative care Major or Gerontology Major Admission Criteria
S. Ivan, the Chair of the Admissions and Selections Committee, presented revised Post-Basic Nursing Practice Post-Diploma Certificate: Hospice/Palliative care Major or Gerontology Major admission criteria for approval. A revised version of the Submission of Motion was distributed, omitting 2. Previous Post-Secondary that was included in error.

AGC-10-05-24-2011
Moved by M. Stock, seconded by A. Nycholat THAT Academic Governance Council approve the changes to the admission criteria for the Post-Basic Nursing Practice Post-Diploma Certificate: Hospice/Palliative care Major or Gerontology Major, effective for the Fall 2012 intake of the program, as recommended by the Admissions and Selections Committee April 20, 2011 and as presented in Agenda Item 5.5.2.

Carried

5.6 Ad Hoc Committee on Faculty/School Councils

5.6.1 Recommendations on Faculty/School Councils
R. Alam, the Co-Chair of the Ad Hoc Committee on Faculty/School Councils, presented the Committee’s recommendations on Faculty/School Councils.

The following points and questions were raised regarding the specific Recommendations on Faculty/School Councils for Grant MacEwan University:

Establishment of Faculty/School Councils:
  • In response to why AGC would need to approve bylaws of individual Faculty/School Councils
(1.1 in Recommendations) it was noted that this fits with the academic governance model of Faculty/School Councils as mainly recommending to AGC, which is the senior academic decision-making body of the university

Composition of Faculty/School Councils:

- Having AGC determine the structure and composition of Councils was questioned (section 3 in Recommendations). Rather, it was suggested that Faculties/Schools should decide on their composition. This could be decided by the Faculty/School at its inaugural meeting.
- Whether to have a structure with all faculty members or elected representatives of faculty (3.1 c)
- Whether to include Librarians, Counsellors and/or other professional resource faculty in the councils’ governing structure (3.1 d).
- Whether to include a separate category for resource members, or other members (e.g. lab instructors). It was noted that the Recommendations (3.1 f) allowed for Faculty/Schools to add members.
- Regarding 3.1 f) of the Recommendations, it was suggested that such members should not be appointed by AGC but decided by the Faculty/School Council.

Chair/Vice-Chair:
- It was suggested that Co-Chairs be considered, such as a dean/designate and faculty member (4.1).

The following general points were raised:

- In response to whether those members on Faculty/School Councils would automatically be members of AGC, it was explained that this had not yet been planned for.
- The potential relationship between Councils and AGC was discussed, including whether program proposals would go directly from Councils to AGC. It was noted that this would need to be considered in terms of looking at the AGC committee structure with the implementation of Faculty/School Councils.
- Some members expressed concern that Councils might add additional layers; it was noted that Faculties and Schools currently have committee structures that will need to be considered with the establishment of Councils.
- Disparate composition of Councils across Faculties and Schools might affect the efficiency and efficacy of the system as business would move forward differently.
- The composition of Councils should reflect clarity of purpose.
- In response to the question of how department councils will fit into the Faculty/School Council’s structure, it was noted that this was beyond the mandate of the Ad Hoc Committee on Faculty/School Councils, although noted as a future consideration.
- The committee structure would be determined by each Faculty/School Council (see 2.3).

The following motion was amended, moved by C. Anton, seconded by R. Irwin, and carried by the members, to have section 3 of the Recommendations on Faculty/School Councils revised to read as follows: Composition and quorum of the Faculty/School Council will be decided by the Faculty/School at its inaugural meeting.

Moved by T. Huckell, seconded by K. Hood THAT Academic Governance Council approve the Recommendations for Faculty/School Councils for Grant MacEwan University as presented in Attachment 1 of Agenda Item 5.6.1.

The AHC FSC Co-Chair agreed to take the Report and Recommendations back to the Committee to consider AGC’s suggestions and concerns. It was noted that the Committee would present its final report at the June 13, 2011 AGC meeting.
AGC-11-05-24-2011
Moved by R. Irwin, seconded by D. Higgins, THAT Academic Governance Council refer the motion back to the Ad Hoc Committee on Faculty/School Councils to report back for the June 13, 2011 Academic Governance Council meeting. Carried

Note: as the Recommendations were referred back to Committee for further consideration, AGC did not vote on the main motion (including the approved amendment). AGC will then consider the Ad Hoc Committee for Faculty/School Council’s revised Recommendations at its next meeting.

5.7 Distance and Distributed Education Committee
5.7.1 Annual Report and Work Plan
L. Feist, the Chair of the Distance and Distributed Education (DDE) Committee, presented the Committee’s annual report and work plan for information.

During the presentation the following points were noted:
- The Committee reviewed and adopted a definition of distance and distributed education.
- Faculty interested in using SafeAssign, a plagiarism detection software, can contact Roger Davis, Academic Integrity Officer, for more information.
- As Blackboard CE8 will not continue to be supported, the Committee, in collaboration with ITS, will evaluate potential Learning Management Systems (LMS) for implementation in 2013.
- DDE will look at the Committee’s role in blended learning at MacEwan.
- The Online Course Development and Maintenance Fund are now administered through the corresponding Faculty/School.

AGC-12-05-24-2011
Moved by C. Gnauck, seconded by C. Anton THAT Academic Governance Council accept for information the 2010-11 Annual Report and 2011-12 Work Plan for the Distance and Distributed Education Committee as presented in Agenda Item 5.7.1. Carried

6.0 Question Period
The following was noted:
- MacEwan will have an official spot in this year’s Pride Parade (June 11, 2011). AGC members were encouraged to participate.
- An agenda item on a presentation on Academic Quality Assurance and Accreditation will be scheduled for next academic year.
- The June 2011 AGC meeting will be held 1:00 p.m. to 5:00 p.m. on Monday, June 13, 2011 in room 7-146/7-187, City Centre Campus.

7.0 Future Agenda Items/Next Meeting – June 13, 2011 – City Centre Campus

8.0 The meeting was adjourned at 9:05 P.M.