



ACADEMIC COUNCIL MEETING MINUTES December 12, 2013

Members:

<u>Council Chair:</u>	Ms. Deena Honan
<u>Council Vice-Chair:</u>	Ms. Cate Sazwan
<u>President:</u>	Mr. Don Gnatiuk Notice of Absence
<u>Vice-President Academics and Research:</u>	Ms. Susan Bangrove Notice of Absence
<u>Deans:</u>	Mr. Chris Laue Dr. Kazem Mashkournia Ms. Jean Nordin Dr. Shirley Pasieka
<u>Academic Staff Association:</u>	Mr. Brian Carreau Ms. Joan Cawthorn Notice of Absence Mr. Garth Finlay Dr. Rene Gadacz Dr. Bruce Galenza Ms. Sheryl Heikel Ms. Deena Honan Ms. Terrah Lindsay Mr. Tom McLeister Mr. Darcy Moss Ms. Cibylla Rakestraw Mr. Brian Redmond
<u>Students' Association:</u>	Mr. Dalen Chmilar Ms. Samara Drewe Notice of Absence Ms. Pamela Durnford Mr. Matthew Ethbridge-Letto Notice of Absence Mr. Hayden Hollowell Mr. Thomas Petersen Ms. Lydia Sadiq Mr. Bruin Speager Mr. Brennan Wilson
<u>Employees' Association:</u>	Ms. Cate Sazwan Ms. Jocelyn Smith Notice of Absence
<u>Alberta Union of Provincial Employees:</u>	Ms. Yvonne Peterson

Community Members:

Ms. Brenda Beaulieu

Guests:

Mr. David Burgess

Dr. Bruce Rutley

Ms. Tracey Vavrek

3721. CALL TO ORDER

The Chair called the meeting to order at 4:02 p.m.

3722. APPROVAL OF AGENDA

MOVED by Ms. Rakestraw; **SECONDED** by Ms. Sazwan that the agenda of December 12, 2013 be approved as presented.

CARRIED

3723. APPROVAL OF MINUTES

MOVED by Mr. Laue; **SECONDED** by Mr. Carreau that the minutes of November 14, 2013 be approved as submitted.

CARRIED

3724. VITAL SIGNS PRESENTATION

Ms. Tracey Vavrek, CEO, Community Foundation of Northwestern Alberta and Dr. Bruce Rutley provided a presentation on the Vital Youth and Young Adults Report.

3725. COMMITTEE REPORTS*CONVOCATION COMMITTEE*

Academic Council received the revised Terms of Reference for the Convocation Committee Grande Prairie Campus for approval. The name of the policy will be changed to *Convocation* Committee. The Purpose will be changed to: *The purpose of the Convocation Committee is to make decisions regarding changes to Convocation Ceremonies.....*

MOVED by Ms. Nordin; **SECONDED** by Dr. Mashkournia that Academic Council accept the Convocation Committee Terms of Reference as amended.

CARRIED

CURRICULUM COMMITTEE

Academic Council received the revised Curriculum Committee minutes of October 16, 2013 for approval.

MOVED by Ms. Nordin; **SECONDED** by Ms. Lindsay that Academic Council accept the revised Curriculum Committee minutes of October 16, 2013 as presented.

CARRIED

In approving the revised October 16, 2013 recommendations of the Curriculum Committee, the following motions were approved:

Arts and Education

NS2030 Aboriginal Ways of Knowing

Motion: Recommend that Academic Council approve a change to the course number from NS2030 to NT2030.

Moved: K. Mashkournia **Seconded:** C. Sanderson

Discussion: Course code of NS is reserved for Nursing courses. NT is reserved for Native Studies courses.

CARRIED

Administration for Aboriginal Organizations

Motion: Recommend that Academic Council approve a change to the program name from Administration for Aboriginal Organizations to Aboriginal Administration Diploma.

Moved: K. Mashkournia **Seconded:** C. Laue

Discussion: This recommendation was made by Advanced Education.

CARRIED

Aboriginal Administration Diploma

Motion: Recommend that Academic Council approve the program course listing for the Aboriginal Administration Diploma changing NS2030 to NT2030.

Moved: K. Mashkournia **Seconded:** D. MacDonald

CARRIED

Science**CS2210 Introduction to PC Hardware and Systems Configuration**

Motion: Recommend that Academic Council approve a change to description for CS2210 to read "This course introduces the fundamentals of PC hardware. Students will open up machines, install devices such as hard drives, I/O cards, video cards as well as memory, CD/DVD ROM drives, install operating systems, explore a variety of different software packages, attach communications equipment and supporting software. Topics include system hardware (e.g. motherboards, processors, storage devices, memory), device drivers, operating systems (e.g. Windows, Linux), troubleshooting and maintenance of LAN (Local Area Network)-based PC, etc."

Moved: L. Rawluk **Seconded:** K. Mashkournia

Discussion: The previous course description was outdated. This change brings it up to date.

CARRIED

Nursing

5.1 through 5.11 MOTION TO TABLE by S. Pasieka

Health Care Aide Certificate

Motion: Recommend that the Curriculum Committee approve this new program in principle as per the New Program Launch Process.

Moved: L. Rawluk **Seconded:** K. Mashkournia

Discussion: This program is a GPRC program based on an Alberta Health and Wellness program.

Issues for consideration:

- Credit allocations vs hours for courses. We need to be mindful of the cost to students. Students pay certain fees per course so if a course is 0.5 credits, students will pay the same fee as they would for a 3 credit course.
- Hours on some course outlines provided do not match the hours on the curriculum forms.
- Course outlines contain directions to page numbers in the calendar but are incorrect. Please refrain from using specific page numbers.
- Will there be papers written for these courses and if yes, is there a citation style required or will this be left to instructor discretion?
- This is a blended learning program. Does this need to go through eCampus?
- Admission requirements mention a fluency in English. What does these mean and by whose standards will this be determined?
- Caution for part time studies. If students take HC1010 and HC1020 are they automatically considered for admission?

CARRIED

Early Learning and Child Care**Early Learning and Child Care**

Motion: Recommend that Academic Council approve a change to the Program Progression for the Early Learning and Child Care Program to read "Students who fail two courses worth two or more credits in a semester will be placed on academic probation for the following semester. Students who fail any practicum course more than once will not be allowed to continue on the program."

Moved: K. Mashkournia **Seconded:** D. MacDonald

CARRIED

TA1232 Fetal Alcohol Spectrum Disorder

Motion: Recommend that Academic Council approve the removal of the prerequisites for TA1232 Fetal Alcohol Spectrum Disorder.

Moved: T. Ray **Seconded:** D. MacDonald

CARRIED

TA1237 Autism Spectrum Disorder

Motion: Recommend that Academic Council approve the removal of the prerequisites for TA1237 Autism Spectrum Disorder.

Moved: T. Ray **Seconded:** G. Pellerin

CARRIED

Office Administration**OA2090 Internet Technology**

Motion: Recommend that Academic Council approve the removal of prerequisites for OA2090 Internet Technology.

Moved: S. Pasieka **Seconded:** K. Mashkournia

Discussion: The justification for removing prerequisites, "No prerequisites necessary" is not enough information for this committee to make this decision. Department representative not present to speak to this request.

MOTION TO TABLE

Moved: P. Coristine **Seconded:** L. Rawluk

CARRIED

OA2101 Professional Communications

Motion: Recommend that Academic Council approve the removal of prerequisites for OA2101 Internet Technology.

Moved: S. Pasieka **Seconded:** D. MacDonald

Discussion: Current prerequisites similar in content to this course and not necessary as prerequisites.

CARRIED

OA2270 Microsoft Excel Expert

Motion: Recommend that Academic Council approve a change in the prerequisites for OA2270 Microsoft Excel Expert from OA2610, OA1140, OA1150 or equivalent to OA1140.

Moved: S. Pasieka **Seconded:** D. MacDonald

Discussion: OA2270 is an Excel course and does not require OA1150 Microsoft Access as prerequisite. OA2610 does not exist anymore.

CARRIED

OA2290 Microsoft Access Expert

Motion: Recommend that Academic Council approve a change in the prerequisites for OA2290 Microsoft Access Expert from OA2610, OA1140, OA1150 or equivalent to OA1150.

Moved: S. Pasieka **Seconded:** D. MacDonald

Discussion: OA2290 is an Access course and does not require OA1140 Microsoft Excel as prerequisite. OA2610 does not exist anymore.

CARRIED

Physical Education and Kinesiology

PA1180 Instruction in the Basics of Soccer

PA1450 Instruction in the Basics of Golf

PA1600 Instruction in the Basics of Gymnastics

PA1800 Instruction in the Basics of Canoeing and Kayaking

PA1810 Instruction in the Basics of Cross Country Skiing

Motion: Recommend that Academic Council approve the deletion of PA1180 Instruction in the Basics of Soccer, PA1450 Instruction in the Basics of Golf, PA1600 Instruction in the Basics of Gymnastics, PA1800 Instruction in the Basics of Canoeing and Kayaking, and PA1810 Instruction in the Basics of Cross Country Skiing from course offerings.

Moved: R. Kardas **Seconded:** C. Sanderson

Discussion: These courses have not been offered in some time and the resources do not exist to offer them in the future.

CARRIED

Academic Council received the Curriculum Committee minutes of November 20, 2013 for approval.

MOVED by Ms. Nordin; **SECONDED** by Ms. Sazwan that Academic Council accept the Curriculum Committee minutes of November 20, 2013 as presented.

CARRIED

In approving the November 20, 2013 recommendations of the Curriculum Committee, the following motions were approved:

Business Administration

Item withdrawn

BA2000 Seminar in Business Policy

Motion: Recommend that Academic Council approve a change to the course name from BA2000 Seminar in Business Policy to BA2000 Contemporary Issues in Business.

Moved: P. Coristine **Seconded:** S. Pasieka

Discussion: This new course name better reflects the contents of the course.

CARRIED

BA2090 Marketing Strategy

Motion: Recommend that Academic Council approve a change to the course name from BA2090 Marketing Strategy to BA2090 Marketing Project Management.

Moved: P. Coristine **Seconded:** S. Pasieka

Discussion: This new course name better reflects the contents of the course.

CARRIED

Item withdrawn**Item Withdrawn**

Fine Arts

Item withdrawn**AR3150 Painting I**

Motion: Recommend that Academic Council approve the deletion of AR3150 Painting I from course offerings.

Moved: K. Housego **Seconded:** K. Mashkournia

Discussion: This course has never been offered. It was created as part of a Bachelor of Fine Arts program that never ran.

CARRIED**Item withdrawn****Item withdrawn****Item withdrawn**

Animal Sciences

AH248 Procedural Review I

Motion: Recommend that Academic Council approve the removal of prerequisites for AH248 Procedural Review I and the addition of a Note that reads "Students must pass all courses in Fall Term".

Moved: C. Mizzi **Seconded:** C. Laue

Discussion: This change is being made to accommodate online registration.

CARRIED**AH340 Anesthesiology**

Motion: Recommend that Academic Council approve a change in prerequisites for AH3480 Anesthesiology from AH141, AH142, AH241, and AH246 to AH141, AH174, AH241, AH246, and AH249.

Moved: C. Mizzi **Seconded:** C. Laue

Discussion: The course(s) removed as prerequisites are no longer offered.

CARRIED**AH342 Laboratory Procedures II**

Motion: Recommend that Academic Council approve a name change from AH342 Laboratory Procedures II to AH342 Laboratory Procedures and a change to the prerequisites from AH141, AH142, AH220, AH221 and AH241 to AH141, AH174, AH241, and AH249.

Moved: C. Mizzi **Seconded:** C. Laue

Discussion: The course(s) removed as prerequisites are no longer offered.

CARRIED

AH344 Applied Immunology

Motion: Recommend that Academic Council approve a change in prerequisites for AH344 Applied Immunology from AH141, AH142, AH 221, and AH241 to AH141, AH241, and AH249.

Moved: C. Mizzi **Seconded:** C. Laue

Discussion: The course(s) removed as prerequisites are no longer offered.

CARRIED

AH446 Procedural Review II

Motion: Recommend that Academic Council approve the removal of prerequisites from AH446 Procedural Review II and the addition of a Note that reads "Students must pass all courses in Fall Term".

Moved: C. Mizzi **Seconded:** J. McLean

Discussion: This change is being made to accommodate online registration.

CARRIED

AH447 Practicum

Motion: Recommend that Academic Council approve the removal of prerequisites from AH447 Practicum and the addition of a Note that reads "To register in AH447 student must have successfully completed all courses in the AHT curriculum with a minimum GPA of 2.0".

Moved: C. Mizzi **Seconded:** J. McLean

Discussion: This change is being made to accommodate online registration.

CARRIED

AH481 Field Trip

Motion: Recommend that Academic Council approve that for AH481 Field trip the prerequisites be removed, a note be added that reads "Students must be enrolled in second year Animal Health Technology courses" and that "The field trip may include attendance at the Animal Health Technologist conference and/or tour of veterinary clinics and related facilities. Students will be expected to cover field trip personal expenses" be added to the calendar description.

Moved: C. Mizzi **Seconded:** C. Laue

Discussion: This change is being made to accommodate online registration and to clarify expectations for this course.

CARRIED

Turfgrass Equipment Technician

SM260 Turfgrass Equipment Theory

SM265 Turfgrass Equipment Shop

TGT150 Shop Theory

TGT155 Shop Practice

TGT158 Computerized Inventory Management

TGT160 Basic Engine Fundamentals

TGT165 Advanced Engines
TGT170 Welding and Fabricating
TGT180 Power Transmission Systems
TGT210 Hydraulic Systems
TGT220 Electrical Systems
TGT230 Irrigation and Sprayer Components
TGT240 Cutting Units
TGT250 Field Trip
TGT255 Work Experience
TGT260 Power Golf Carts

Motion: Recommend that Academic Council approve the deletion of SM260 Turfgrass Equipment Theory, SM265 Turfgrass Equipment Shop, TGT150 Shop Theory, TGT155 Shop Practice, TGT158 Computerized Inventory Management, TGT160 Basic Engine Fundamentals, TGT165 Advanced Engines, TGT170 Welding and Fabricating, TGT180 Power Transmission Systems, TGT210 Hydraulic Systems, TGT220 Electrical Systems, TGT230 Irrigation and Sprayer Components, TGT240 Cutting Units, TGT250 Field Trip, TGT255 Work Experience, and TGT260 Power Golf Carts from course offerings.

Moved: C. Laue

Seconded: K. Mashkournia

CARRIED

Turfgrass Equipment Technician

Motion: Recommend that Academic Council approve the deletion of the Turfgrass Equipment Program from program offerings.

Moved: C. Laue

Seconded: C. Sanderson

CARRIED

Additions

OA2090 Internet Technologies

Motion: Recommend that Academic Council approve the deletion of prerequisites for OA2090 Internet Technologies.

Moved: R. Savage

Seconded: S. Pasioka

Discussion: These prerequisites are not required for this course.

CARRIED

RESEARCH PLANNING COMMITTEE

Academic Council received the Research Planning Committee minutes of November 4, 2013 for approval.

MOVED by Dr. Mashkournia ; **SECONDED** by Mr. Petersen that Academic Council accept the Research Planning Committee minutes of November 4, 2013 as presented.

CARRIED

STRATEGIC ENROLMENT RETENTION TEAM

Academic Council received the Strategic Enrolment Retention Team minutes of September 30, 2013 for approval.

MOVED by Dr. Mashkournia ; **SECONDED** by Ms. Nordin that Academic Council accept the Strategic Enrolment Retention Team minutes of September 30, 2013 as presented.

CARRIED

Academic Council received the Strategic Enrolment Retention Team minutes of October 16, 2013 for approval.

MOVED by Dr. Mashkournia ; **SECONDED** by Mr. Redmond that Academic Council accept the Strategic Enrolment Retention Team minutes of October 16, 2013 as presented.

CARRIED

Academic Council received the Strategic Enrolment Retention Team minutes of October 31, 2013 for approval.

MOVED by Dr. Mashkournia ; **SECONDED** by Ms. Rakestraw that Academic Council accept the Strategic Enrolment Retention Team minutes of October 31, 2013 as presented.

CARRIED

STUDENT AWARDS COMMITTEE

Academic Council received the Student Awards Committee minutes of February 6 and 7, 2013 for approval.

MOVED by Ms. Nordin ; **SECONDED** by Dr. Mashkournia that Academic Council accept the Student Awards Committee minutes of February 6 and 7, 2013 as presented.

CARRIED

3726. INSTRUCTOR EMERITUS

Academic Council received the nomination for Instructor Emeritus for Ms. Cindy Carter for approval.

MOVED by Dr. Pasieka; **SECONDED** by Ms. Lindsay that Ms. Cindy Carter be approved for Instructor Emeritus as presented.

CARRIED

Academic Council received the nomination for Instructor Emeritus for Mr. Doug Frattini for approval.

MOVED by Dr. Pasieka; **SECONDED** by Ms. Rakestraw that Mr. Doug Frattini be approved for Instructor Emeritus as presented.

CARRIED

Academic Council received the nomination for Instructor Emeritus for Ms. Dolly McArthur for approval.

MOVED by Dr. Pasieka; **SECONDED** by Dr. Mashkournia that Ms. Dolly McArthur be approved for Instructor Emeritus as presented.

CARRIED

3727. OPEN DISCUSSION

Ms. Sadiq advised the following Students' Association events have successful occurred: the second family event; evening clubs; Science Open House. Upcoming events including: a used book sale is scheduled for January; preparing for elections for the 2014/15 academic year.

Ms. Rakestraw advised that the Marketing Strategies class presented a cheque for \$7,619 to the Swan City Rotary Club for help support numerous projects in Southern Ethiopia.

Academic Council still has a vacancy for a second community member. Any suggestions should be forwarded to B. Johnston.

3728. ADJOURNMENT

The meeting was adjourned at 5:04 p.m.

Ms. Deena Honan
Chair

Ms. Barb Johnston
Records

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