

ACADEMIC COUNCIL MEETING MINUTES November 13, 2014

Members:

<u>Council Chair</u>: Mr. Ali Al-Asadi Council Vice-Chair: Mr. Eric Derose

<u>President</u>: Mr. Don Gnatiuk | **Notice of Absence** <u>Vice-President Academics and Research:</u> Ms. Susan Bansgrove | **Notice of Absence**

Deans: Mr. Chris Laue

Mr. Kazem Mashkournia

Ms. Jean Nordin

Dr. Shirley Pasieka | *Notice of Absence*

<u>Academic Staff Association</u>: Mr. Ali Al-Asadi

Mr. Charles Backman Ms. Joan Cawthorn Dr. Rene Gadacz Ms. Sheryl Heikel Ms. Cara Leaf Mr. Darcy Moss

Ms. Cibylla Rakestraw Mr. Brian Redmond Ms. Theresa Suderman

Mr. Jim Wohlgemuth | Notice of Absence

Students' Association: Ms. Sara-Ann Armstrong

Mr. Chance Davies
Mr. Erik Derose
Ms. Samara Drewe
Ms. Kristen George
Ms. Shanai Gies
Mr. Bryce Kuechle
Ms. Katey Pedersen
Mr. Thomas Petersen

Employees' Association: Ms. Megan Ryan-Walsh | Notice of Absence

Ms. Shawnna Boyd Ms. Cate Sazwan

Alberta Union of Provincial Employees: Ms. Monica Macdonald | Notice of Absence

<u>Community Members</u>: Ms. Brenda Beaulieu | *Notice of Absence*

3773. CALL TO ORDER

The Acting Chair called the meeting to order at 4:03 p.m.

3774. APPROVAL OF AGENDA

The Committee approved the agenda of November 13, 2014 with the deletion of item 6.1.

CARRIED

3775. APPROVAL OF MINUTES

The committee approved the minutes from October 9, 2014 with amendment of Ms. Gies and Ms. Pedersen not in attendance.

CARRIED

3776. ACADEMIC COUNCIL COMMITTEE ELECTIONS

A list of additional nominees was received from the Nominating Committee.

ACADEMIC COUNCIL

The additional nominees for Academic Council are: Charles Backman, Brian Carreau, Ray Savage, and Kerry Cleave.

MOVED by Ms. Boyd; **SECONDED** by Mr. Petersen that Council approve the additional members of Academic Council for 2014-2015 as: Charles Backman, Brian Carreau, Ray Savage, and Kerry Cleave.

CARRIED

ANIMAL CARE COMMITTEE

MOVED by Mr. Laue; **SECONDED** by Ms. Pedersen that the Chair of Animal Care Committee is Amber Moskalyk. Katey Johnston is the ACC Coordinator and Fairview Campus Instructor Involved in Animal Use. Katey Johnston cannot be listed twice in this committee.

CARRIED

CO-CURRICULAR COMMITTEE

The additional nominee for the Co-Curricular Committee is: Matt Bain.

MOVED by Ms. Heikel; **SECONDED** by Mr. Kuechle that Council approve the additional member of the Co-Curricular Committee for 2014-2015 as: Matt Bain.

CARRIED

CONVOCATION COMMITTEE

The additional nominees for the Convocation Committee Grande Prairie Campus are: Anna Lapointe, Lynne Ness, and Brian Parlee.

MOVED by Ms. Boyd; **SECONDED** by Mr. Davies that Council approve the additional members of the Convocation Committee for 2014-2015 as: Anna Lapointe, Lynne Ness, and Brian Parlee.

CARRIED

CURRICULUM COMMITTEE

The additional nominees for the Curriculum Committee are: Jeremy Peters and Mohammad Amin.

MOVED by Ms. Drewe; **SECONDED** by Mr. Davies that Council approve the additional members of the Curriculum Committee for 2014-2015 as: Jeremy Peters and Mohammad Amin.

CARRIED

MOVED by Mr. Savage; SECONDED by Ms. Sazwan that Council approve the amendment of removing Cindy Nychka and replacing with Brett Dillman.

CARRIED

DISTANCE EDUCATION COMMITTEE

The additional nominees for the Distance Education Committee are: Chris Watson and Craig Rode.

MOVED by Ms. Rakestraw; **SECONDED** by Ms. Armstrong that Council approve the additional members of the Distance Education Committee for 2014-2015 as: Chris Watson and Craig Rode.

CARRIED

MOVED by Ms. Rakestraw; SECONDED by Mr. Davies that Council approve the amendment of an additional nominee Susan Klassen as representative from Animal Sciences.

CARRIED

PROGRAM REVIEW COMMITTEE

The additional nominee for the Program Review Committee is: Mohammad Amin.

MOVED by Ms. Rakestraw; **SECONDED** by Mr. Petersen that Council approve the additional member of the Program Review Committee for 2014-2015 as: Mohammad Amin.

CARRIED

The additional nominees for the Program Review Committee community members are: Ms. Holly Sorgen, Ms. Darlene Repka-Smith, and Ms. Wendy Shyiak.

MOVED by Ms. Pedersen; **SECONDED** by Mr. Al-Asadi that the Academic Council defer voting until the next Academic Council meeting in December where the Nominating Committee can provide more background information for the three community members nominated.

CARRIED

RESEARCH PLANNING COMMITTEE

The additional nominees for the Research Planning Committee are Daryl White, Eric Stromgren, Jeremy Peters, and John Sloan.

MOVED by Ms. Rakestraw; **SECONDED** by Mr. Laue that Council approve the additional members of the Research Planning Committee for 2014-2015 as: Daryl White, Eric Stromgren, Jeremy Peters, and John Sloan.

CARRIED

STUDENT AWARDS COMMITTEE

The additional nominee for the Student Awards Committee is: Connie Korpan.

MOVED by Ms. Pedersen; **SECONDED** by Ms. Gies that Council approve the additional member of the Student Awards Committee for 2014-2015 as: Connie Korpan.

CARRIED

VISUAL ARTS COMMITTEE

The additional nominee for the Student Awards Committee is: Joan King.

MOVED by Ms. Leaf; **SECONDED** by Ms. Pedersen that Council approve the additional member of the Visual Arts Committee for 2014-2015 as: Joan King.

CARRIED

3777. COMMITTEE REPORTS

CURRICULUM COMMITTEE

Academic Council received the Curriculum Committee minutes of October 29, 2014 for approval.

MOVED by Ms. Nordin; **SECONDED** by Ms. Rakestraw that Academic Council accept the Curriculum Committee minutes of October 29, 2014.

CARRIED

In approving the October 29, 2014 recommendations of the Curriculum Committee, the following notions were approved:

Fine Arts

AR4380 Intermediate Special Projects in Studio Disciplines I

Motion:

Recommend that Academic Council approve a change to the calendar description for AR4380 to "Studio based course at the intermediate level as independent study not normally available under existing courses. This course is geared towards the emerging artist who has developed and identified a personal working process through the previous course AR3380. The focus is on self-initiated projects and research supervised by an instructor."

Moved:

J. Murray

Seconded:

C. Backman

CARRIED

AR4390 Intermediate Special Projects in Studio Disciplines II

Motion:

Recommend that Academic Council approve a change to the calendar description for AR4390 to "Studio based course at the intermediate level as independent study not normally available under existing courses for students who already have credit in AR4380. The focus is on self-initiated projects and research supervised by an instructor."

Moved: CARRIED J. Murray

Seconded:

L. Rawluk

DD1170 Digital Imagery II

Motion:

Recommend that Academic Council approve a change to the calendar description for DD1170 changing the note to "Note: Priority will be granted to students enrolled full time in the Visual Arts Program."

Moved:

J. Murray

Seconded:

G. Finlay

CARRIED

DD1380 Design Fundamentals

Motion:

Recommend that Academic Council approve a change to the calendar description for DD1380 to "A studio based introduction to the conceptual and practical concerns of design. Two dimensional design related studies."

Moved:

J. Murray

Seconded:

D. Sawtell

CARRIED

DD2280 Static Media, Bit Map II

Motion: Recommend that Academic Council approve a change to the course name for DD2280 to

Static Media, Bit Map and a change to the calendar description changing the note to "Note: Priority will be granted to students enrolled full time in the Visual Arts Program."

Moved: J. Murray Seconded: D. Sawtell

CARRIED

Science

MA2600 Topics in Mathematics

Motion: Recommend that Academic Council approve the addition of MA2600 Topics in

Mathematics 3(3-2-0) UT Pending 75 Hours to course offerings.

Moved: D. Sawtell Seconded: C. Backman

Discussion: This course will fulfill math requirements for Education students and potentially

provide a math/science component for other non-science programs.

CARRIED

Engineering

Motion:

Recommend that Academic Council approve an addition to the admission requirements for the University Transfer, Engineering program adding "To help with GPRC Engineering students' success, Engineering student applications with a High School average of 70% or higher will be admitted in the order that they were received. Any applicant with a High School average of less than 70% will be put on a waitlist until August 1st and then the ones with the highest GPA will be accepted if space is available. Applicants with a High School average less than 65% must speak with an Engineering advisor before their application can be approved."

Moved: D. Sawtell **Seconded:** G. Pellerin

Discussion: This will result in more successful students completing the program and will help

to ensure the program stays full.

CARRIED

Nursing

MI1330 Medical Microbiology and Infectious Diseases

Motion:

Recommend that Academic Council approve a change to the course name to MI1330 Medical Microbiology for Health Care Professionals and a change to the calendar description, pending university transfer, to "Introductory course in medical microbiology designed for students enrolled in health care related programs. This course begins with basic information on microorganisms (bacteria, viruses, fungi, parasites and prions), the immune system, infection control, transmission of infection, epidemiology,

antimicrobials, disinfection and sterilization. The later part of the course concentrates on infectious diseases caused by pathogenic microorganisms. Notes: Available only to Nursing students."

Moved: L. Rawluk Seconded: J. Murray

Discussion: This change is being made as per changes made at the U of A.

CARRIED

NS1030 Introduction to Nursing Theory

Motion: Recommend that Academic Council approve the addition of NS1030 Introduction to

Nursing Theory 6(3-3-2) UT Pending 120 Hours to course offerings, including a note in the

calendar description that reads "Available only to Nursing students."

Moved: L. Rawluk Seconded: T. Ray

Discussion: The U of A has made changes to their Nursing curriculum. Clinical is being

minimized in year one and increasing in years 2, 3 and 4. 1st year courses will be 14 week courses to make it easier for Nursing students to complete all of their

electives.

The changes will be phased in over the next several years. For 2015-2016, first

year courses will change with all of the changes being completed by 2017-2018.

CARRIED

NS1055 Introduction to Health Assessment

Motion: Recommend that Academic Council approve the addition of NS1055 Introduction to

Health Assessment 4(3-0-3) UT Pending 90 Hours to course offerings, including a note in

the calendar description that reads "Available only to Nursing students."

Moved: L. Rawluk Seconded: J. McLean

CARRIED

NS1410 Interprofessional Health Team Development

Motion: Recommend that Academic Council approve the addition of NS1410 Interprofessional

Health Team Development 3(0-3-0) UT Pending 45 Hours to course offerings, including a

note in the calendar description that reads "Available only to Nursing students."

Moved: L. Rawluk Seconded: D. Sawtell

CARRIED

NS1500 Anatomy & Physiology

Motion: Recommend that Academic Council approve the addition of NS1500 Anatomy &

Physiology 6(6-0-0) UT Pending 90 Hours to course offerings, including a note in the

calendar description that reads "Available only to Nursing students."

Moved: L. Rawluk **Seconded:** T. Ray

CARRIED

NS3415 Using and Interpreting Statistics for Health Research

Motion to TABLE

CARRIED

PZ1515 Pathophysiology

Motion: Recommend that Academic Council approve the addition of PZ Pathophysiology 3(3-3-0)

UT Pending 45 Hours to course offerings, with NS1500 as a prerequisite and including a

note in the calendar description that reads "Available only to Nursing students."

Moved: L. Rawluk Seconded: J. Murray

CARRIED

NS1050 Anatomy

Motion: Recommend that Academic Council approve the deletion of NS1050 Anatomy from

course offerings.

Moved: L. Rawluk Seconded: S. Bansgrove

CARRIED

NS1900 Nursing in Context A

Motion: Recommend that Academic Council approve the deletion of NS1900 Nursing in Context A

from course offerings.

Moved: L. Rawluk Seconded: T. Strasbourg

CARRIED

NS1910 Nursing Practice I

Motion: Recommend that Academic Council approve the deletion of NS1910 Nursing Practice I

from course offerings.

Moved: L. Rawluk **Seconded:** S. Bansgrove

CARRIED

NS1940 Nursing in Context A1

Motion: Recommend that Academic Council approve the deletion of NS1940 Nursing in Context

A1 from course offerings.

Moved: L. Rawluk **Seconded:** T. Ray

CARRIED

NS1950 Nursing Practice II

Motion: Recommend that Academic Council approve the deletion of NS1950 Nursing Practice II

from course offerings.

Moved: L. Rawluk Seconded: J. Murray

CARRIED

PZ1500 Physiology

Motion: Recommend that Academic Council approve the deletion of PZ1500 Physiology from

course offerings.

Moved: L. Rawluk Seconded: S. Bansgrove

CARRIED

Bachelor of Science in Nursing (BScN) Collaborative Program

Motion: Recommend that Academic Council approve the changes to the first year of the Bachelor

of Science in Nursing (BScN) Collaborative program as presented, pending university transfer and changing NS3415 (3) to ST1510 (3), changing EN1201 (3) to EN1201 (3) or equivalent Jr. English (3), changing PY1040 (3) to Behavioral Sciences Elective (3) (PY1040

Recommended).

Moved: L. Rawluk Seconded: G. Pellerin

CARRIED

Perioperative Nursing

Perioperative Nursing

Motion: Recommend that Academic Council accept the changes to the "Other" requirements for

the Perioperative Nursing program as presented.

Moved: L. Rawluk Seconded: D. Sawtell

CARRIED

Office Administration

OA1210 Administrative Procedures I

Motion: Recommend that Academic Council accept the changes to the calendar description for

OA1210 Administrative Procedures I to "This modularized course covers the

fundamentals of working in a professional office. Topics to be covered include: filing fundamentals, human relations, management of work, time and resources using traditional procedures, organizational structure and office layout, telephone and front

line reception, machine transcription, and handling traditional mail."

Moved: G. Finlay **Seconded:** D. Sawtell

CARRIED

OA1140 Microsoft Excel, Core Level

Motion:

Recommend that Academic Council accept the changes to the calendar description for OA1140 Microsoft Excel, Core Level to "A basic business math module will emphasize a range of mathematical calculations used in business. Students will use Excel to create a broad range of applications using skills that include: creating worksheets, formatting, cell reference formulas, PMT functions, other statistical functions, charts, integrations, data sort, data filter, and database functions."

Moved: G. F

G. Finlay Seconded: J. McLean

CARRIED

OA1430 Simply Accounting for Small Business

Motion:

Recommend that Academic Council accept a change to the name for OA1430 Simply Accounting for Small Business to OA1430 Sage 50 for Small Business and a change to the calendar description to "This is an introduction to Sage 50 Accounting (formerly Sage Simply Accounting), an integrated accounting software for small business. Students will complete practical applications involving basic to advanced concepts in the general journal, accounts payable, accounts receivable, payroll, inventory, orders, quotes, deposits, tax remittances, and bank reconciliations. Students will be expected to complete modules requiring conversion and setup of paper records to Simply Accounting. Upon completion of the course, students will have the skills to work in an office that uses all the basic applications of Sage Accounting."

Moved: G. Finlay **Seconded:** J. McLean

CARRIED

OA2081 Comprehensive Records Management

Motion to TABLE CARRIED

OA2230 Desktop Publishing

Motion: Recommend that Academic Council accept a change to the prerequisites for OA2230

Desktop Publishing to OA2280 or OA1080.

Moved: G. Finlay **Seconded:** D. Sawtell

CARRIED

OA2430 QuickBooks for Small Business

Motion to TABLE CARRIED

Unit Clerk

Unit Clerk

G. Finlay

Motion: Recommend that Academic Council accept a change to calendar description for the Unit

Clerk program adding "Length of Time to Complete the Program: The curriculum is designed to be taken over eighteen weeks. Students should complete the program within two years of initial admission to the program. Application for an extension to the program along with a plan for completion must be submitted to the Chairperson for review by the Student Academic Review Committee."

D. Sawtell

Moved: CARRIED

3778. ACADEMIC POLICIES

GUIDELINES FOR ACADEMIC SCHEDULE POLICY

Academic Council received the Guidelines for Academic Schedule Policy for approval.

Seconded:

MOVED by Ms. Nordin; **SECONDED** by Ms. Sazwan that Academic Council discuss the Guidelines for Academic Schedule Policy.

Discussion occurred regarding the concerns and questions that departments have brought forward around the fee schedule.

MOVED by Ms. Nordin that Academic Council approve the Guidelines for Academic Schedule Policy with an amendment that "normally" be added to the wording and that Fairview Campus will be amended to "Fairview Campus / School of Trades, Agriculture and Environment". **SECONDED** by Ms. Sazwan.

Voting for approval was held by a majority vote:

Approved: 15 Opposed: 6

By a majority vote, Academic Council approved the Guidelines for Academic Schedule Policy be approved with the above noted amendments.

3779. ACADEMIC SCHEDULE

Academic Council members are to send concerns to Ms. Nordin.

Discussion occurred regarding the new calendar and important dates.

3780. OPEN DISCUSSION

Mr. Petersen reminded the committee that this is not a rubber stamp committee.

Mr. Savage thanked everyone for a productive meeting.

Ms. Pasieka thanked the committee for doing their due diligence.

81.	ADJUOURNMENT	
	The meeting was adjourned at 5:30 p.m.	
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	Mr. Ali Al-Asadi	Ms. Carol Rae
	Chair	Records

3773.	CALL TO ORDER	2899
3774.	APPROVAL OF AGENDA	2899
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