



## ACADEMIC COUNCIL MEETING MINUTES November 13, 2014

### Members:

<u>Council Chair:</u>	Mr. Ali Al-Asadi
<u>Council Vice-Chair:</u>	Mr. Eric Derose
<u>President:</u>	Mr. Don Gnatiuk   <b>Notice of Absence</b>
<u>Vice-President Academics and Research:</u>	Ms. Susan Bangrove   <b>Notice of Absence</b>
<u>Deans:</u>	Mr. Chris Laue Mr. Kazem Mashkournia Ms. Jean Nordin Dr. Shirley Pasieka   <b>Notice of Absence</b>
<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   <b>Notice of Absence</b>
<u>Students' Association:</u>	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
<u>Employees' Association:</u>	Ms. Megan Ryan-Walsh   <b>Notice of Absence</b> Ms. Shawna Boyd Ms. Cate Sazwan
<u>Alberta Union of Provincial Employees:</u>	Ms. Monica Macdonald   <b>Notice of Absence</b>
<u>Community Members:</u>	Ms. Brenda Beaulieu   <b>Notice of Absence</b>

**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 Shyak.

**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**

**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. Bangrove

**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. Bangrove

**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**





**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. 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

**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.”

**Moved:** G. Finlay  
**CARRIED**

**Seconded:** D. Sawtell

### 3778. ACADEMIC POLICIES

#### *GUIDELINES FOR ACADEMIC SCHEDULE POLICY*

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

**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. Pasioka thanked the committee for doing their due diligence.

**3781. ADJOURNMENT**

The meeting was adjourned at 5:30 p.m.

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Mr. Ali Al-Asadi  
Chair

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Ms. Carol Rae  
Records

<b>3773.</b>	<b>CALL TO ORDER.....</b>	<b>2899</b>
<b>3774.</b>	<b>APPROVAL OF AGENDA.....</b>	<b>2899</b>
<b>3775.</b>	<b>APPROVAL OF MINUTES.....</b>	<b>2899</b>
<b>3776.</b>	<b>ACADEMIC COUNCIL COMMITTEE ELECTIONS.....</b>	<b>2899</b>
<b>3777.</b>	<b>COMMITTEE REPORTS.....</b>	<b>2901</b>
<b>3778.</b>	<b>ACADEMIC POLICIES.....</b>	<b>2908</b>
<b>3779.</b>	<b>OPEN DISCUSSION .....</b>	<b>2908</b>
<b>3780.</b>	<b>ADJOURNMENT .....</b>	<b>2909</b>