



## MINUTES OF THE ACADEMIC COUNCIL MEETING November 16, 2006

### Members:

Council Chair: Mr. Bruce Macdonald

Acting President: Mr. Doug Hart

Acting Vice President Academic: Dr. Scott McAlpine

Registrar: Mr. Don Brown

Dean of Business Dr. Rick Erlendson

Alternate: Ms. Jane Friesen

Academic Staff Association:

Dr. George Ding

Dr. Weixing Tan - (Absent)

Dr. Laurie Nock

Ms. Dianne McDonald

Ms. Jean Nordin

Ms. Teresa Evans – (Notice of Absence)

Ms. Karen Kennedy

Ms. Joan Godbout

Ms. Liz Richard – (Notice of Absence)

Alternate: Ms. Marsha Zalik

Students' Association:

Mr. Carl Edozien

Ms. Jennifer Fisher

Ms. Amanda Ford

Ms. Dong Hui (Serina) Cia

Ms. Rebecca Hussey – (Notice of Absence)

Mr. Rory Tarant - (Absent)

Ms. Melissa O'Brien

Ms. Krista Chanin – (Notice of Absence)

Mr. Jared Elzinga - (Absent)

Ms. Mirrah McIntyre – (Notice of Absence)

Employees' Association:

Ms. Jill Thomson

Ms. Rosemary Kay

Ms. Katalin Ormay

Community Members:

Mr. Dennis Fedeyko

Ms. Janet Longmate – (Notice of Absence)

**3299 CALL TO ORDER**

The Chair called to order the meeting at 4:00 p.m.

**3300 AGENDA**

**MOVED** by Dr. Erlendson, seconded by Mr. Edozien the agenda be approved, as presented.

**CARRIED**

**3301 MINUTES OF OCTOBER 12, 2006**

The Chair called for errors or omissions in the October 12, 2006 Minutes. A typographical error was noted.

**MOVED** by Ms. Cai, seconded by Ms. Ormay the minutes of the meeting of October 12, 2006 be approved.

**CARRIED**

It was noted that the tabled motion (Item 3292 – Curriculum Committee Terms of Reference) has yet to be discussed at the Deans Committee. Mr. Hart will bring back information on this item to the December 7, 2006 meeting of Council.

**3302 INCREASED ACCESS TO POST SECONDARY EDUCATION**

Mr. Hart circulated the Boards End statements, for information, which shows what the College is doing to increase access to post secondary education. He noted that an “on site” Arts degree completion is the priority. Accessibility options, current initiatives, opportunities and barriers to degrees, certificates and diplomas were highlighted.

The Campus Alberta System Vision that was shared at the Council of Presidents was circulated for information to make Council aware of the post secondary climate in Alberta. The Senior Academic Officers will be responding to this vision.

Mr. Hart spoke to the need of all institutions in Grande Prairie working towards meeting the learners’ needs.

Dr. McAlpine presented information showing the number of students from the North that were attending post secondary institutions in the South in 1995 (currently being updated to 2005/2006 academic year data). It shows that a lot of northern students are going south due to limited accessibility to a broad menu of degree completion opportunities and geography.

**3303 ACADEMIC POLICY REVIEW*****Grading Policy***

Members received the revised Grading Policy for approval.

**MOVED** by Mr. Brown, seconded by Mr. Hart that Academic Council approve the revisions to the Grading Policy, as amended.

**MOVED** by Ms. McDonald, seconded by Dr. Erlendson to amend the motion to replace “work” in the policy statement with “academic performance”.

**CARRIED**

**MOVED** by Mr. Brown, seconded by Ms. Thomson to amend the motion by adding “Records Management Policy” to the Cross-Referenced Policies section.

**Amendment to motion CARRIED**

*Mr. Brown noted the following changes are requested due to requirements of the Alberta Freedom of Information and Protection of Privacy (FOIP) Act:*

**MOVED** by Mr. Brown, seconded by Dr. Ding to amend the motion by removing from Item 4.1 “Final exams are destroyed after six months”, and; adding a new Item 5.0 “Any exams and assignments (e.g. final exams) that are not intended to be returned to students will be retained in accordance with the Alberta Freedom of Information and Protection of Privacy (FOIP) Act for at least one year from the end of the month in which the exam period falls. After the appropriate retention period, these documents will be destroyed in a secure manner.”

**Amendment to motion CARRIED**

**CARRIED**

***Student Rights and Responsibilities Policy***

Members received the revised Students Rights and Responsibilities Policy for approval.

**MOVED** by Ms. Friesen, seconded by Dr. McAlpine that Academic Council approve the revisions submitted to the Student Rights and Responsibilities Policy, as amended.

**MOVED** by Mr. Hart, seconded by Dr. Erlendson to amend the motion by rephrasing the policy to read “student responsibilities” rather than “instructor’s rights”.

**Amendment to motion CARRIED**

**MOVED** by Ms. Zalik, seconded by Ms. Nordin refer the Student Rights and Responsibilities Policy back to the Committee for rewording as noted in the previous motion prior to voting on the main motion.

**Amendment to motion CARRIED**

## **TABLED**

### **Student Misconduct: Plagiarism and Cheating Policy**

Members received the revised Student Misconduct: Plagiarism and Cheating Policy for approval.

**MOVED** by Mr. Brown, seconded by Dr. McAlpine that Academic Council approve the revisions submitted to the Student Misconduct: Plagiarism and Cheating Policy, as amended.

*Moved* by Dr. Erlendson, seconded by Ms. Friesen to amend the motion to change "Vice President, Academic" to "appropriate Dean" in Item 3.3 and in the "Responsibility for Implementation" section.

**Amendment to motion CARRIED**

*Moved* by Dr. Nock, seconded by Dr. McAlpine to amend the motion by inserting the word "accurately," before the word "explicitly".

**Amendment to motion CARRIED**

**MOVED** by Ms. McDonald, seconded by Ms. Friesen to amend the motion to change all the references to the word "cheating" to "intellectual dishonesty".

**Amendment to motion DEFEATED**

## **CARRIED**

### **Examinations Policy**

Members received the revised Examinations Policy for approval.

**MOVED** by Mr. Brown, seconded by Dr. Erlendson that Academic Council approve the revisions submitted to the Examinations Policy, as amended.

**MOVED** by Ms. Friesen, seconded by Dr. Erlendson to amend the motion by moving the footnotes into the "Cross-Referenced Policies" section.

**Amendment to motion CARRIED**

## **CARRIED**

**Course Outline Policy**

Members received the revised Course Outline Policy for approval.

**MOVED** by Mr. Brown, seconded by Dr. McAlpine that Academic Council approve the revisions submitted to the Course Outline Policy.

**MOVED** *Mr. Hart, seconded by Ms. Ormay to amend the motion to make the sentence "If time is required....with the Travel Policy." as Item 1.8 and renumber the policy accordingly.*

**Amendment to motion CARRIED**

**TABLED****3304 COMMITTEE REPORTS*****Curriculum Committee Minutes of October 31, 2006***

Academic Council received the minutes of the October 31, 2006 Curriculum Committee meeting.

**MOVED** by Mr. Brown, seconded by Ms. Zalik that Academic Council approve the recommendations in the minutes of the October 31, 2006 Curriculum Committee meeting.

**CARRIED**

In approving the recommendations of the Curriculum Committee, the following changes to curriculum were approved.

**Administrative Technology**

Addition of a Statute of Limitations on Advanced Standing in Administrative Technology programs wherein only software training completed within the three years prior to admission to Administrative Technology will be considered for advanced standing.

**Human Services**

Course name changes as follows: HS1000 2(2-0-0) Human Relations: Self and Others to Interpersonal Communications, HS1203 1(1-0-0) Interpersonal Competence Interpersonal to Communication in the Workplace, CD2080 2(2-0-0) Personal Development II to Interpersonal Communications II, and HS2440 3(3-0-0) Lifespan Studies to Human Development: Birth Through Adolescence.

**Nursing**

Pending Alberta Advanced Education approval change in hours and credits as follows: OR4020 2(0-0-8) 32 hours, Nursing Skills Lab to 2(0-0-32) in one week, OR4040 8(0-0-31) 310, Clinical Practicum to 10(3-0-31) 340 hours in 10 weeks,

OR4030 2(10-0-0) 70 hours, Perioperative Nursing and Surgical Interventions to 5(12.5-0-0) 75 hours in 6 weeks, and OR4010 3(25-0-0) 90 hours, Perioperative Nursing Theory to 7(15-0-0) 105 hours in 7 weeks.

Arts and Education

Addition of French as a Second Language Education Certificate pending Alberta Advanced Education approval and pending approval for the transfer of FR2540 and ED4450 through the Alberta Transfer System.

Business Administration

Deletion of AC4240 3(3-0-0) UT Management Accounting II and AC4260 3(3-0-0) UT Management Accounting III from the calendar.

Ms. Thomson asked if Academic Council has authority over academic decisions before they are considered externally. For example, would changes in curriculum go directly to Advanced Education and PRS before then have been considered by Academic Council? She requested that Council confirm/clarify the procedure for Academic decisions. This item will be discussed at the December 7, 2006 meeting of Council.

**3305      ADJOURNMENT**

**MOVED** by Dr. Ding, seconded by Ms. Ormay to adjourn.

**CARRIED**

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Bruce Macdonald, Chair

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Anna Perra, Records

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