

CAMPUS ALBERTA QUALITY COUNCIL

Minutes of the Third Council Meeting - 11 February 2005 CAQC Secretariat Boardroom, Commerce Place (2:00 pm)

Council

Present: Doug Owram (Chair), Michael Faulkner, Dianne Kieren, Garry McKinnon, Cliff Soper, Lucille Walter, Keith Ward, Mo Watanabe, Dan Gaynor

Absent: Peter Meekison, Adel Sedra

Secretariat

Present: Marilyn Patton (Director), Guy Germain (Manager)

Guest: Dr. J. Frideres (for agenda #1)

The Chair welcomed members to the third meeting of the Campus Alberta Quality Council. This was a teleconference meeting, with several members attending in person.

1. Grant MacEwan College – continued consideration of an application for a 4-year Bachelor of Arts (9 majors), a 4-year Bachelor of Arts in Child and Youth Care, and a 4-year Bachelor of Science in Nursing

Grant MacEwan College (GMC) is seeking authority to offer the following degree programs:

- Bachelor of Arts in Child and Youth Care
- Bachelor of Arts (Majors: Anthropology / Economics / English / History / Philosophy / Political Science / Psychology / Sociology / Classical Studies)
- Bachelor of Science in Nursing

Dr. Jim Frideres was present at the meeting to answer questions on the evaluation team report and the College's response to it.

Upon his departure, it was AGREED that the Chair would write to MacEwan indicating that although program reviews would begin, the reviews would address some remaining issues.

It was MOVED and SECONDED that the Bachelor of Arts in Child and Youth Care degree program proposal be moved to the program evaluation stage.

CARRIED

Council members AGREED that a two member team for the Nursing program evaluation would be acceptable.

It was MOVED and SECONDED that Dr. Ryan, Dr. Fisher and Dr. Horsburgh be declared as chairs of their respective program evaluation teams.

CARRIED

Members also AGREED that the Chair and Director be delegated the power to recruit the remaining members of the program evaluation teams.

2. Approval of minutes – 13-14 December 2004

Three minor revisions were suggested to the minutes.

It was MOVED and SECONDED that the 13-14 December 2004 Council Minutes be adopted, as amended.

CARRIED

3. CAQC Chair and Secretariat report

The Chair briefly reviewed the Chair and Secretariat report, and responded to members' questions.

4. Graduate degrees

As *the PCAB Accreditation Handbook* does not deal with graduate programs, Council's Chair wrote to the Vice Presidents, Academic (VPA) of the four universities in Alberta on 12 October 2004 requesting help in establishing assessment standards for graduate programs, as well as ongoing monitoring processes. Suggestions from the universities were received with thanks.

Based on the information provided by the universities, the draft organizational assessment standards specific to graduate programs that were provided at the December 2004 meeting were modified and presented to members for discussion and/or adoption.

Further refinements were proposed and members AGREED to adopt the organizational assessment standards for graduate programs as a provisional work in progress, with the understanding that the Secretariat and Chair would provide further revision to reflect members' comments.

5. Concordia University College of Alberta – continued consideration of an application for a Master of Management in Information Systems Security

It was MOVED and SECONDED that Dr. Shamsul Alam be ratified as the evaluator for the organizational evaluation of Concordia University College of Alberta with respect to its application for a Master of Management in Information Systems Security.

CARRIED

Members AGREED that the revised graduate organizational assessment standards be provided to Concordia, and that the College be given the opportunity to provide further evidence with respect to the assessment standards. Members also AGREED that the Chair would inform Concordia of the evaluator's name.

6. Non-resident degrees

Council continued its discussion of an appropriate process for approval of degrees from non-resident institutions. It AGREED to continue the discussion at its April meeting.

7. Executive summary of program proposals – suggestions for template

At its December 2004 meeting, Council decided that a template for the necessary information to be included in an executive summary for program proposals would be helpful. A draft template, prepared by a subcommittee, was presented for Council's consideration.

Council AGREED that the Secretariat and subcommittee would continue work on a form which would be posted on the website when finalized without having to bring it back for Council's approval.

8. University of Calgary Bachelor of Arts in International Indigenous Studies program

This item was added by the Chair subsequent to the agenda being forwarded.

In anticipation of the proposal being referred to the Council, members AGREED that the Chair ask the University of Calgary to provide its program approval process; quality assurance/periodic review policy/practice; and its general policy/practice regarding faculty with respect to both instructor qualifications and tenure/continuing appointments. Further, it AGREED that the University of Alberta, the University of Lethbridge and Athabasca University also be asked to file these policies with Council so that a copy would be available should they seek fully expedited reviews of program proposals in the future.

The meeting was adjourned at 3:55 pm.

The next scheduled meeting of Council has been tentatively set for 8 and 9 April 2005, with a possible all day meeting on 8 April at NAIT.