

**Minutes of the Fifteenth Council Meeting – 11-12 December 2006**  
**Athabasca University, Athabasca (11 December),**  
**Commerce Place, Edmonton (12 December)**

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**Council**

Present: Ron Bond (Chair), Michael Faulkner, Dianne Kieren, Garry McKinnon, Peter Meekison, Leo Mos, Doug Owsram (Monday only), Cliff Soper, Lucille Walter, Keith Ward, Mo Watanabe

**Secretariat** Marilyn Patton (Director), Guy Germain (Manager)

**Guests** Dr. Frits Pannekoek, Dr. Margaret Haughey, Dr. Dietmar Kennepohl, Ms. Helen Mayes (for agenda item 7)  
Dr. Gerry Kelly (for agenda item 4 – via teleconference)  
Dr. Peter Krueger (for agenda item 10 – via teleconference)  
Dr. Joan Bottorff (for agenda item 11 – via teleconference)

***Monday, 11 December 2006***

The Chair welcomed members to the fifteenth meeting of the Campus Alberta Quality Council.

**1. Approval of minutes – 15-16 September 2006**

It was MOVED and SECONDED that the 15 and 16 September 2006 minutes, as amended, be adopted.

CARRIED

**2. CAQC Chair and Secretariat report**

The Chair briefly reviewed the Chair and Secretariat report and provided updates on several issues, including an update on the Centre for Higher Education Research and Development (CHERD) symposium attended by Doug Owsram and Marilyn Patton, and the International Network of Quality Assurance Agencies in Higher Education (INQAAHE) conference being held in Toronto in April, 2007.

Council also discussed a proposed affiliation between two private university colleges and AGREED that, should the affiliation agreement proceed, the institutions must provide Council with a transition plan, particularly with respect to current students in degree programs.

**3. Follow-up items**

At the September 2006 meeting, members had agreed to the appointment of a Vice-Chair.

It was MOVED and SECONDED that Council name Dr. Keith Ward as Vice-Chair, effective 1 January 2007 to 31 December 2009.

CARRIED

At the request of the Alberta Universities Association (AUA), CAQC, the Secretariat and representatives of the Ministry have been working with AUA to establish submission templates and review processes for degree proposals and changes to approved degrees. At the September 2006 meeting, Council agreed to use the templates and review processes on a pilot basis of up to two years and to conduct an initial assessment of the pilot in 2007. Council's Chair discussed the evaluation and indicated that Council members and the AUA would soon see a draft.

Members expressed concern about the number of proposals that Council is currently reviewing as well as the number that may soon be referred. They suggested strategies on how the workload and expectations of applicants might be handled.

#### **4. DeVry Institute of Technology-Calgary – consideration of the report of the Comprehensive Evaluation Team**

As CAQC has taken over the monitoring of the degree programs approved on recommendation of its predecessor, the Private Colleges Accreditation Board, in June 2005 CAQC notified DeVry-Calgary that it would be conducting a comprehensive evaluation in the 2006-07 academic year. The Institute's self-study was received in July 2006 and an external evaluation team conducted a site visit in September.

After general discussion and identification of questions, Dr. Gerry Kelly, Chair of the comprehensive review team, joined the meeting by telephone to answer questions on the comprehensive team report and the institution's response to it. After Dr. Kelly's departure, and discussion of both the team's report and the DeVry-Calgary's response to it,

It was MOVED and SECONDED that Council reaffirm the approval of DeVry Institute of Technology-Calgary's existing baccalaureate degree programs.

CARRIED

Members AGREED to the expectations to be included in the letter to DeVry-Calgary conveying the outcome of the comprehensive evaluation.

#### **5. Draft release of information policy**

At the September 2006 meeting, Council had agreed that it would develop its own release of information policy and would send the draft policy to stakeholders for feedback. Members proposed refinements to the draft and AGREED that a draft should be sent to the Department's Legislative Services branch for comment with respect to FOIP. These would then be considered at the February 2007 meeting for approval. Following approval by Council, the Policy would be forwarded to stakeholder groups for discussion in the system.

#### **6. CAQC subcommittee reports**

##### **a) Degree and Nomenclature Subcommittee**

The Chair provided an update on the work of the subcommittee, and announced that the subcommittee has three new external members. The next meeting of the subcommittee is scheduled for 12 December, following Council's meeting.

**b) Academic Staff Subcommittee**

The Chair introduced a draft document titled *Standards on academic staff* as a working document of principle. Council members considered the draft and suggested further changes.

It was MOVED and SECONDED that the draft standards on academic staff, as amended, be approved in principle and forwarded to stakeholders for comment.

CARRIED

**c) 3-year Review Subcommittee**

The subcommittee, which was struck at Council's September 2006 meeting to coordinate the review of Council after three years of operation, is meeting on 12 December, following Council's meeting. The subcommittee will provide a status report at Council's February 2007 meeting.

**d) Proposal Review Standing Committee**

The Chair introduced the purpose of this committee which was struck as a result of the September 2006 discussion of some expedited review processes. The committee's draft terms of reference were distributed.

It was AGREED that Council adopt the terms of reference of the Proposal Review Standing Committee.

**7. Athabasca University presentation and discussion**

Athabasca University's President, Frits Pannekoek, provided an introduction to the University, its history and its proposed future. Vice-President Academic, Margaret Haughey, described the University's internal program approval and periodic review processes, and noted a number of proposed degree-granting initiatives. A question and answer period followed.

**8. Athabasca University - continued consideration of a proposal for a Doctor of Distance Education**

Athabasca University is seeking approval for its first doctoral program, a Doctorate in Distance Education. At its 15 June 2006 meeting, Council considered the report of the evaluation team, the desk review of the international reviewer, and Athabasca's response to the report. At that meeting, it agreed to continue discussion of Athabasca University's doctoral program in Distance Education at a subsequent meeting once further information was provided by the University.

Following discussion of the additional information submitted by Athabasca University in support of its proposal, Council CONFIRMED the recommendation of the program evaluation team that the name of the proposed program be a Doctor of Education in Distance Education.

It was MOVED and SECONDED that the Council recommend that the Minister of Advanced Education approve Athabasca University's Doctor of Education (EdD) in Distance Education.

CARRIED

Members AGREED to the issues to be addressed in the outcomes letter to the University, including its expectations with respect to monitoring.

### **9. University of Lethbridge – consideration of a 4-year Bachelor of Music (Music Technology)**

The University of Lethbridge is seeking authority to offer a Music Technology major in its approved 4-year Bachelor of Music program. As the institution requested a fully expedited review of its application, Council first considered this request.

It was MOVED and SECONDED that Council accept the request from the University of Lethbridge for a fully expedited review of its proposed 4-year Bachelor of Music with a major in Music Technology program.

CARRIED

Following discussion of the proposal, it was MOVED and SECONDED that Council would reserve its decision on a recommendation pending receipt of an external review of the program (to be engaged by the University) and its response to that review.

CARRIED

### **10. NAIT - consideration of the report of the Organizational Evaluation Team**

The Northern Alberta Institute of Technology (NAIT) is seeking approval to offer 4-year Bachelor of Technology in the field of Applied Science and Engineering Technology with four majors. According to Council's procedures, the proposal is subject to a full review (organizational and program evaluation).

Dr. Peter Krueger, Chair of the organizational evaluation team, joined the meeting by telephone to answer questions on the evaluation team report and the institution's response to it.

After Dr. Krueger's departure and discussion of both the team's report and NAIT's response to it, it was MOVED and SECONDED that the Bachelor of Technology program be moved to the program evaluation stage.

CARRIED

It was further AGREED that Council will direct its Bachelor of Technology program evaluation team to address several issues relating to the organizational review.

### **11. Mount Royal College - consideration of a 4-year Bachelor of Nursing**

Mount Royal College is seeking approval for a 4-year Bachelor of Nursing, its first degree program that has been referred to the Council. Dr. Joan Bottorff, Chair of the program evaluation team, joined the meeting via teleconference to answer questions on the evaluation team report and the College's response to it.

After Dr. Bottorff's departure and following discussion of the proposal, it was MOVED and SECONDED that the Council recommend that the Minister of Advanced Education approve Mount Royal College's 4-year Bachelor of Nursing degree program.

CARRIED

Members AGREED to the issues to be addressed in the outcomes letter to the College, including its expectations with respect to monitoring.

The next scheduled meeting of Council is set for 15-16 February 2007.