

Minutes of the Twenty-seventh Council Meeting – 16-17 June 2009
Red Deer College, Red Deer (16 June)
Canadian University College, Lacombe (17 June)

Council

Present: Ron Bond (Chair), Dianne Kieren, Peter Meekison, Greg Moran, Leo Mos, Peggy Patterson, Cliff Soper, Keith Ward, Mo Watanabe

Absent: Patricia Clements, Bob Lockwood

Secretariat Marilyn Patton (Director), Guy Germain (Manager), Alex Makar (Research Officer)

Guests Mr. Ron Woodward; Dr. Jim Madder (for agenda item 1 only – in person)
Dr. Ian Winchester (for agenda item 2 only – via teleconference)
Dr. Allan Cahoon (for agenda item 7 only – via teleconference)
Dr. Andrea Luxton; Dr. Loren Agrey (for agenda item 9 only – in person)
Connie Harrison; Mr. Bruce McDonald (for agenda item 11 only – in person)

Tuesday, 16 June 2009

Members were welcomed to the twenty-seventh meeting of the Campus Alberta Quality Council.

1. Red Deer College presentation and discussion

Mr. Ron Woodward, President and Dr. Jim Madder, Executive Vice President, Academic of Red Deer College, respectively, gave a presentation on the institution's history, enrolment, programming (including collaborative and applied degrees, university transfer programs, diplomas and certificates), and future directions. A question and answer period followed.

2. Ambrose University College – consideration of a Bachelor of Education (After Degree) in Elementary Education proposal

Ambrose University College is seeking approval to offer a Bachelor of Education (After Degree) in Elementary Education. Dr. Ian Winchester, chair of the program evaluation team, joined the meeting via teleconference to answer questions of clarification on the evaluation team report and the College's response to it. Prior to the end of the discussion, Council's Chair thanked Dr. Winchester for the team's report.

Following further discussion of the proposal, Council AGREED to continue discussion of Ambrose University College's two-year Bachelor of Education (After Degree) in Elementary Education program at a subsequent meeting pending receipt of a revised proposal. Council also AGREED to the process for the review of the revised proposal.

3. Approval of minutes – 14 April 2009

It was MOVED and SECONDED that the 14 April 2009 minutes be adopted as distributed.

CARRIED

4. CAQC Chair and Secretariat report

The Chair and Secretariat Director briefly reviewed their report and provided updates on several issues, including their recent meetings with the Alberta Universities Association.

Ron Bond, Council's Chair, and Leo Mos were congratulated on their reappointment by the Minister for an additional three-year term.

5. Follow-up items

Council continued the discussion it began at its February 2009 meeting with respect to developing a statement on Governance and Administration, and after a discussion of and modification to the draft statement prepared by the Secretariat,

It was MOVED and SECONDED that Council adopt the statement on Governance and Administration for inclusion in the *CAQC Handbook*.

CARRIED

Previously, Council determined that it would conduct a review of its comprehensive evaluation process after it had completed three such reviews. Since Council had completed its third comprehensive evaluation by the time of the meeting, members discussed this matter and AGREED to strike a subcommittee to review the process and documentation related to comprehensive evaluations.

Members discussed the requested feedback from the Alberta Universities Association on Council's *Graduate Program Proposal Guidelines and Assessment Standards* and AGREED to strike a subcommittee to review its graduate guidelines and standards.

6. 2008-2009 Annual Report

It was MOVED and SECONDED that CAQC's draft 2008-09 Annual Report be adopted, as amended.

CARRIED

Members AGREED to a wider distribution of the Report compared to previous years.

7. SAIT – consideration of a Bachelor of Business Administration (Accounting) proposal

Southern Alberta Institute of Technology (SAIT) is seeking approval to offer a Bachelor of Business Administration (Accounting) program. Given his current reporting relationship to the Chair of the program evaluation team, Peter Meekison declared a potential conflict of interest and did not participate in the discussion or decision.

Dr. Allan Cahoon, Chair of the program evaluation team, joined the meeting via teleconference to answer questions of clarification on the evaluation team report and the Institute's response to it. Prior to the end of the teleconference, Council's Chair thanked Dr. Cahoon for the team's report. After Dr. Cahoon's departure, and discussion of both the team's report and SAIT's response to it,

It was **MOVED** and **SECONDED** that Council recommend that the Minister of Advanced Education and Technology approve Southern Alberta Institute of Technology's Bachelor of Business Administration with a major in Accounting program.

CARRIED
(Peter Meekison abstained)

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

8. CAQC subcommittees

(a) Proposal Review Standing Committee

The Proposal Review Standing Committee (PRSC) of Council reported that, since the previous meeting, it had acted on behalf of Council to:

- Agree to a request from the University of Calgary for a fully expedited review of its PhD in Greek and Roman Studies program, and following its desk review, to recommend to the Minister of Advanced Education and Technology that he approve the program. The Minister subsequently approved the program.
- Agree to recommend to the Deputy Minister of Advanced Education and Technology that the Northern Alberta Institute of Technology be allowed to change the name of its Bachelor of Business Administration in Enterprise Management program to Bachelor of Business Administration. The PRSC also considered several other changes to the approved program. The Deputy Minister subsequently approved the change.

(b) Nomenclature and Degree Programs Subcommittee

It was reported that the Subcommittee is currently working on developing guidelines for Degrees Involving Diplomas as well as degrees in Nursing.

Council accepted the reports from its subcommittees.

Wednesday, 17 June 2009

9. Canadian University College presentation and discussion

Dr. Andrea Luxton and Dr. Loren Agrey, President and Vice President for Academic Administration of Canadian University College, respectively, gave a presentation on the institution's history, enrolment, strategic planning (including new degree programs under consideration), as well as the institution's internal quality assurance and program approval processes. A question and answer period followed.

10. City University of Seattle – continued consideration of a proposal for a Master of Arts in Counselling Psychology proposal

City University of Seattle is seeking approval to offer a Master of Arts in Counselling Psychology. At its April 2009 meeting, Council considered the program evaluation team report and the University's response to it, and agreed to continue discussion of the University's degree program at a subsequent meeting pending receipt of further information from the institution.

After reviewing the additional information, Council AGREED that the name of the proposed program be changed to a Master of Counselling to follow the nomenclature convention for practice-oriented programs in counselling in Canada.

It was MOVED and SECONDED that Council recommend that the Minister of Advanced Education and Technology approve City University of Seattle's Master of Counselling program to be offered in Alberta.

CARRIED

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

11. Discussion with ADM Post-secondary Excellence

At Council's invitation, Connie Harrison, the Assistant Deputy Minister of the Ministry's Post-secondary Excellence Division, accompanied by Bruce McDonald, Executive Director of System Capacity and Development, met with members to discuss quality assurance and accountability within the post-secondary system in Alberta. A question and answer session followed.

Prior to the end of the meeting, the Chair thanked Dianne Kieren and Keith Ward, two of Council's founding members who were completing their second terms, for their exceptional contributions to Council's work.

The next scheduled meeting of Council is set for 2-3 September 2009.