

Minutes of the Twenty-ninth Council Meeting – 10-11 December 2009
Northern Alberta Institute of Technology, Edmonton (10 December)
Commerce Place Building, Edmonton (11 December)

Council

Present: Ron Bond (Chair), Bob Lockwood, Peter Mahaffy, Greg Moran, Leo Mos, Peggy Patterson, Cliff Soper (Friday only), Art Quinney, Mo Watanabe

Absent: Patricia Clements, Peter Meekison

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

Guests Dr. Barry Calder, Dr. Paula Burns, Garry Bridge (for agenda item 1 only – in person)
Howard Wilson, Dr. Paul Spilsbury (for agenda items 5, 6 and 7 only – via teleconference)
Dr. Bernadette Schell (for agenda item 4 only – via teleconference)
Dr. Gord Nixon, Lee Haldeman, Dr. Philip Hoffman (for agenda items 4 and 9 only – via teleconference)
Colin Chamberlain (for agenda item 4 only – via teleconference)
Dr. Osama Moselhi (for agenda item 9 only – via teleconference)
Dr. Larry Rosia, Dr. Faisal Arain (for agenda item 9 only – via teleconference)

Thursday, 10 December 2009

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

1. NAIT presentation and discussion

Dr. Barry Calder, Provost and Vice-President Academic, accompanied by Dr. Paula Burns, Associate Vice-President, Academic Affairs and Garry Bridge, Director, Degree Development and Academic Planning at NAIT, gave a presentation that focused on the institution's current and proposed degree programming. A question and answer period followed.

2. Approval of minutes – 2-3 September 2009

It was MOVED and SECONDED that the 2-3 September 2009 minutes be adopted as distributed.

CARRIED

3. CAQC Chair and Secretariat report

The Chair and Secretariat Director briefly reviewed their report and provided highlights of their meetings with the Senior Academic Officers of the Public Colleges and Technical Institutes (22 October), the Deputy Minister and Assistant Deputy Minister (22 October) and the Minister (19 November). As well, the Ministry's new International Education Framework was provided to members.

The Chair noted that in a 19 November 2009 meeting, both the Minister and he had signed CAQC's Mandate and Roles document, a requirement under the *Alberta Public Agencies Governance Act*.

4. SAIT – consideration of a proposal for a Bachelor of Science in Internetworking

Southern Alberta Institute of Technology (SAIT) is seeking approval to offer a Bachelor of Science in Internetworking. Dr. Bernadette Schell, 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. At the end of the teleconference, Council's Chair thanked Dr. Schell for the team's report.

Subsequently, the following officials from SAIT joined the meeting via teleconference to discuss the Institute's response to the report: Dr. Gord Nixon, Vice President Academic; Lee Haldeman, Associate Vice President, Academic Development; Dr. Philip Hoffman, Associate Dean, Degree Studies; and Colin Chamberlain, Faculty, School of Information and Communications Technologies.

Following further discussion of the proposal, it was AGREED that Council continue discussion of SAIT's Bachelor of Science in Internetworking program at a subsequent meeting once further information is provided by the institution.

5. Follow-up items

At its September 2009 meeting, Council had reviewed an outline of Ambrose University College's proposed Master Academic Plan for 2009-2014, an expectation of Council's first comprehensive evaluation of the institution. Following Council discussion of the completed plan, including a discussion via teleconference with Howard Wilson, Ambrose's new president, and Dr. Paul Spilsbury, Vice-President for Academic Affairs, members agreed to the observations to be reported to Ambrose.

6. Ambrose University College – continued consideration of a proposal for a 2-year after degree Bachelor of Education (Elementary Education) program

Ambrose University College is seeking approval to offer a 2-year after degree Bachelor of Education (Elementary Education). At the September 2009 meeting, Council had agreed to continue discussion of the program at a subsequent meeting pending receipt of a revised proposal. Council first discussed the revised proposal, the report of the reviewers who conducted a desk review of the revised proposal, and Ambrose's response to this second review. Howard Wilson, Ambrose's president, and Dr. Paul Spilsbury, Vice-President for Academic Affairs, subsequently joined the meeting via teleconference to discuss Ambrose's response to the report.

After further discussion, it was MOVED and SECONDED that Council recommend that the Minister of Advanced Education and Technology approve Ambrose University College's 2-year after degree Bachelor of Education (Elementary Education) program.

CARRIED

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

7. Ambrose University College – continued consideration of a proposal for a 4-year Bachelor of Business Administration

Ambrose University College is seeking approval to offer a 4-year Bachelor of Business Administration. At its September 2009 meeting, Council had passed a motion to defer further discussion of the proposal pending receipt of the institution's Master Academic Plan as well as additional information. Following discussion of the plan and the information provided, Howard Wilson, Ambrose's president, and Dr. Paul Spilsbury, Vice-President for Academic Affairs, joined the meeting via teleconference to discuss the proposal and the additional information.

After further discussion, it was MOVED and SECONDED that Council recommend that the Minister of Advanced Education and Technology approve Ambrose University College's 4-year Bachelor of Business Administration program.

CARRIED

Members AGREED to the issues to be addressed in the outcomes letter to Ambrose, 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 recommend to the Minister of Advanced Education and Technology, after it had reviewed the report of an independent expert reviewer that Council had asked the University to obtain, that he approve the University of Lethbridge's Bachelor of Science (Remote Sensing) proposal. The Minister subsequently approved the program.
- agree to a request from the University of Alberta for a fully expedited review of its Master of Education in Health Sciences Education, but to defer its decision on a recommendation to the Minister pending receipt of additional information from the University.
- agree to a request from Ambrose University College for a fully expedited review of its 4-year Bachelor of Music degree program, and following review of additional information it had asked Ambrose to supply, to recommend to the Minister of Advanced Education and Technology that he approve the program.
- agree that changes proposed by Mount Royal University to its approved Bachelor of Business Administration program are consistent with Council's standards.

(b) Nomenclature and Degree Programs Subcommittee

The final meeting of the Subcommittee took place on 20 November 2009, at which feedback from the stakeholder groups on draft guidelines for nursing programs and degrees involving diplomas was considered.

On the recommendation of the Subcommittee it was MOVED and SECONDED that Council amend the CAQC *Expectations for Design and Structure of Undergraduate Degrees* to include the addition of Guidelines with respect to Degrees Involving Diplomas.

CARRIED

On the recommendation of the Subcommittee, it was MOVED and SECONDED that Council amend the CAQC *Expectations for Design and Structure of Undergraduate Degrees* to include the addition of Nursing program expectations.

CARRIED

It was MOVED and SECONDED that Council also amend the CAQC *Expectations for Design and Structure of Undergraduate Degrees* to include editorial changes to the preamble section.

CARRIED

Members AGREED to disband the Nomenclature and Degree Programs Subcommittee.

(c) Comprehensive Review Process Subcommittee

There was no update with respect to the work of this Subcommittee.

(d) Graduate Programs Standards Subcommittee

It was noted that a meeting had been scheduled with the Alberta Universities Association provosts and deans of graduate studies for the afternoon of 12 December 2009 to discuss their unit's roles with respect to graduate studies.

Council accepted the reports from its subcommittees.

Friday, 11 December 2009**9. SAIT – consideration of a proposal for a 4-year Bachelor of Science in Construction Project Management**

Southern Alberta Institute of Technology (SAIT) is seeking approval to offer a Bachelor of Science in Construction Project Management. Dr. Osama Moselhi, 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. Moselhi for the team's report.

Subsequently, the following officials from SAIT joined the meeting via teleconference to discuss the Institute's response to the report: Dr. Gord Nixon, Vice President Academic; Lee Haldeman, Associate Vice President, Academic Development; Dr. Philip Hoffman, Associate Dean, Degree Studies; Dr. Larry Rosia, Dean, School of Construction; and Dr. Faisal Arain, Academic Chair, BSc (Construction Project Management).

It was MOVED and SECONDED that Council not make a positive recommendation to the Minister at this time, as SAIT's Bachelor of Science in Construction Project Management proposal in its current form is unacceptable, since its curriculum does not meet the expectations of a Bachelor of Science degree in the Canadian context.

CARRIED

Members also AGREED to invite SAIT officials to discuss Council's expectations with respect to Bachelor of Science programs with some members of Council.

10. Monitoring

The 2008-2009 annual reporting from private institutions offering approved degree programs and select data received from their accountability reporting (where available) to the Ministry with respect to those programs was discussed. Members also discussed the annual reporting from applicable public institutions offering approved degree programs in 2008-2009 (including one non-resident institution). Council then considered the feedback to be communicated to each institution.

As Council sometimes asks for institutions to report on specific matters on implementation of an approved program, members also reviewed the implementation reports for approved degree programs first offered in fall 2009.

11. Board development – Quality in a period of reduced resources

One of Council's goals is to devote time periodically to discuss topics that may enhance the knowledge base of members. Members discussed the challenges institutions are likely to face in ensuring quality programming in a period of reduced resources.

The next scheduled meeting of Council is set for 16-17 February 2010.