

**Minutes of the Fifty-eighth Council Meeting – 17 May 2016
St. Mary's University, Calgary**

Council

Present: Peter Mahaffy (Co-Chair), Art Quinney (Co-Chair), Neil Besner, Gurston Dacks, Judy Eifert, Paul Gooch, Gord Nixon, Janet Paterson-Weir, John Waterhouse, Robert Woodrow

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

Guests Gerry Turcotte, Tara Hyland-Russell (for agenda item 1 only – in person)

Members were welcomed to the fifty-eighth meeting of the Campus Alberta Quality Council.

1. St. Mary's University presentation and discussion

Dr. Gerry Turcotte, President, and Dr. Tara Hyland-Russell, Vice-President Academic and Dean, gave a presentation focusing on the status of the institution's current and proposed degree programs, institutional initiatives to support the development of scholarly activity, and an overview of its quality assurance processes and cyclical program reviews.

A question and answer period followed.

2. Approval of minutes – 28-29 January 2016

It was MOVED and SECONDED that the 28-29 January 2016 minutes be adopted, as amended.

CARRIED

3. CAQC Chair and Secretariat report

The Co-Chairs and Secretariat Director briefly reviewed their report and responded to members' questions of clarification.

4. CAQC draft Action Plan 2016-2019

Members began discussion of Council's draft Action Plan 2016-2019 by identifying accomplishments with respect to the strategic activities in the past year and new initiatives for subsequent years.

5. CAQC draft 2015/2016 Annual Report

It was MOVED and SECONDED that CAQC's 2015/2016 Annual Report be adopted, as amended.

CARRIED

6. Scholarly activity – Council's expectations

Based on their review of institutional annual reports over several years, members of Council's Monitoring Standing Committee led a discussion regarding Council's expectations with respect to scholarly activity. Members agreed to review proposed changes to the *Handbook* at the September meeting.

7. Follow-up

After discussion of possible changes to the *Handbook* in order to clarify what information Council expects when institutions submit the results of a cyclical program review, it was MOVED and SECONDED that changes to s. 5.2.3 in the *Handbook* be approved.

CARRIED

Members agreed to continue discussion at the September meeting of proposed *Handbook* changes relating to collaborative delivery of degrees, and to review a revised organizational evaluation framework.

Members also reviewed the feedback from the member self-assessment and the assessment instrument, and agreed to begin discussion of the second part of the assessment instrument at the September meeting.

8. Committees and task forces

(a) Proposal Review Standing Committee

The Proposal Review Standing Committee reported it had considered the following degree proposals (or taken the following actions) on behalf of Council since the previous meeting:

- began reviewing further information it requested from Concordia University of Edmonton regarding its 4-year Bachelor of Arts (General Studies).
- reviewed further information it had requested with respect to Athabasca University's Bachelor of Science (Applied Mathematics).
- after reviewing additional information received in response to its review of the Alberta College of Art and Design's (ACAD) Master of Fine Arts in Craft Media implementation report, and with input from MSC regarding ACAD's cyclical program review, conveyed its observations in a feedback letter.

(b) Monitoring Standing Committee

The Monitoring Standing Committee (MSC) reported it had taken the following actions on behalf of Council since the previous meeting:

- after concluding its consideration of the results of Mount Royal University's cyclical review of the 4-year Bachelor of Arts (Spanish), conveyed its observations in an outcomes letter.

Council accepted the reports from its subcommittees.

9. Monitoring

Members considered potential issues to be reviewed as part of the first comprehensive evaluation of SAIT, and discussed preliminary planning for the second comprehensive evaluations of Grant MacEwan University, Mount Royal University, and NAIT.

Members also discussed the possible extension of an audit process to institutions besides the Comprehensive and Academic Research Institutions.

10. Discussion on indicators of program level teaching and learning effectiveness

Members agreed to defer this discussion until the September retreat.

11. Alberta Learning Outcomes Forum follow-up

An update was provided on the Alberta Learning Outcomes Forum, which was being held on the following day.

As this was his last meeting as a member of Council, the Co-chairs thanked John Waterhouse for his contributions to Council.

The next meeting of Council is scheduled for 16-17 September 2016.