
Minutes of the Sixty-fourth Council Meeting – 8-9 September 2017
Commerce Place, Edmonton
The King's University, Edmonton

Council

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

Secretariat Marilyn Patton (Director), Guy Germain (Manager), Alex Makar (Research Officer) (8 September only)

Guests Keith Walker (for agenda item 2 only – via teleconference)
Valerie Henitiuk, Colin Neufeldt, Edgar Schmidt, Paul Gagne, Cecilia Bukutu (for agenda item 2 only – via teleconference)
John Stubbs (for agenda item 4 only – via teleconference); Karen Barnes (for agenda item 4 only – in person); Deb Barlette, Michael Hale, Lacia Kinnear (for agenda item 4 only – via teleconference)
Erin Gregg (for agenda item 7 only – in person)

Members were welcomed to the sixty-fourth meeting of the Campus Alberta Quality Council.

1. Approval of minutes – 13-14 June 2017

It was MOVED and SECONDED that the 13-14 June 2017 minutes be adopted, as amended.

CARRIED

2. Concordia University of Edmonton – consideration of a proposal for a Master of Education in School Leadership

Concordia University of Edmonton is seeking approval to offer a new Master of Education in School Leadership program. Dr. Keith Walker, Chair of the program evaluation team, joined the meeting via teleconference to answer questions of clarification on the evaluation team report and Concordia's response to it. At the end of the teleconference, Council's Co-Chair thanked Dr. Walker for the team's report.

Subsequently, Dr. Valerie Henitiuk, Vice-President Academic and Provost; Dr. Colin Neufeldt, Dean of Graduate Studies; Dr. Edgar Schmidt, Interim Associate Dean of Education and Assistant Professor of Education; Dr. Paul Gagne, Adjunct Professor of Education; and Dr. Cecilia Bukutu, Director of Institutional Research and Program Development, joined the meeting via teleconference to discuss Concordia's response to the report.

After discussion, members concluded that although Concordia' degree proposal meets Council's standards of quality, the program would be more appropriately named as a Master of Education in Educational Leadership.

It was **MOVED** and **SECONDED** that Council recommend that the Minister of Advanced Education approve Concordia University of Edmonton's Master of Education in Educational Leadership program.

CARRIED

Members **AGREED** to the issues to be addressed in the outcomes letter to Concordia, including Council's expectations with respect to monitoring.

3. CAQC Chair and Secretariat report

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

4. Yukon College Organizational Evaluation

Yukon College is seeking approval to offer a Bachelor of Arts in Indigenous Governance program. According to Council's procedures, the proposal is subject to a full review (organizational and program evaluation), as this would be Yukon College's first degree program. On 31 March 2017, the governments of Yukon and Alberta signed an interim Memorandum of Agreement to allow the organizational evaluation phase to begin.

Dr. John Stubbs, Chair of the organizational evaluation team, joined the meeting via teleconference to answer questions of clarification on the evaluation team report and the institution's response to it. At the end of the teleconference, Council's Co-Chair thanked Dr. Stubbs for the team's report. Subsequently, Dr. Karen Barnes, President (in person); Dr. Deb Barlette, Vice President Academic and Student Services; Michael Hale, Chief Administrative Officer; and Lacia Kinnear, Director of Strategic Growth and Innovation (all via teleconference) joined the meeting to discuss the institution's response to the report.

Following further discussion of both the team's report and Yukon College's response to it, it was **MOVED** and **SECONDED** that Yukon College's Bachelor of Arts in Indigenous Governance degree program proposal be moved to the program evaluation stage.

CARRIED

It was further **AGREED** that Council will direct its Bachelor of Arts in Indigenous Governance program evaluation team to address several issues relating to the organizational review.

5. Follow-up

After proposing further changes to CAQC's Academic Freedom and Scholarship Policy, based on the feedback it had solicited from post-secondary institutions, it was **MOVED** and **SECONDED** that changes to s. 3.7.1 - Academic Freedom and s. 3.7.2 - Institutional Integrity in CAQC's Handbook be adopted.

CARRIED

After reviewing the advice CAQC had solicited from external experts on draft definitions relating to learning outcomes, it was MOVED and SECONDED that definitions for “learning outcomes”, “learning (or course or program) objectives”, and “competencies” be added to the Glossary in Council’s *Handbook*.

CARRIED

Members reviewed further pre-implementation reporting information from the University of Portland with respect to its Doctor of Education in Learning and Leading, and agreed on its feedback to the institution. It was agreed that once Portland submits its final review of the readings and syllabi, the Co-chairs will review the material and provide final feedback to Portland on Council’s behalf.

6. Looking back; looking forward – planning for the future

Members reflected on Council’s achievements and the challenges it has faced over the past year as well as future opportunities, including possible ways in which Council could fulfill the goals and priority initiatives outlined in its 2019-2020 Action Plan. During the discussion, members considered the feedback it solicits from evaluators and applicant institutions following each external review. They noted the generally positive comments and identified possible refinements to Council’s processes, documents and advice to institutions to address the few areas identified for improvement.

Council is committed to annually reviewing its key operating principles. This year, members considered adding an additional core principle related to supporting Indigenization initiatives, but determined it was premature.

Each member also reaffirmed the Member Code of Conduct.

Members confirmed the following face-to-face meeting dates for 2017-2018:

12-13 December 2017

13-14 February 2018

18-19 April 2018

5-6 June 2018

7. Discussion with Executive Director, External Relations re: indigenization of the academy

Related to initiative 3.11 in Council’s 2016-2019 Action Plan (*Explore how CAQC’s mandate relates to the role of indigenization in Alberta degree programs*), at Council’s invitation, Erin Gregg, the Executive Director of the External Relations Sector in Advanced Education, met with members to discuss the Ministry’s work on developing a policy with respect to Indigenous adult learning.

Following this discussion, members agreed to strike an ad-hoc committee to further explore this issue.

8. CAQC draft Action Plan 2017-2020

Council resumed discussion of its draft Action Plan 2017-2020, which it had begun at its June 2017 meeting. After reviewing proposed changes and suggesting further refinements, it was MOVED and SECONDED that the CAQC Action Plan 2017-2020 be adopted, subject to any subsequent rewording agreed to by the Co-Chairs and Secretariat.

CARRIED

9. Committees and task forces

(a) *Proposal Review Standing Committee*

The Proposal Review Standing Committee reported it had taken the following actions on behalf of Council since the previous meeting agenda update:

- continued its review of information from Grant MacEwan University with respect to its notification of changes to its 4-year Bachelor of Arts, 4-year Bachelor of Science, 4-year Bachelor of Science in Nursing, and 4-year Bachelor of Commerce programs.
- after reviewing further information it had requested from the institution, agreed to a request from Grant MacEwan University for a fully expedited review of its proposal for a 4-year Bachelor of Science (Applied Statistics) and, after conducting a desk review, agreed to recommend to the Minister that he approve the program. The program was subsequently approved.
- after concluding its review of information from St. Mary's University with respect to its notification of changes to its 2-year After Degree Bachelor of Education (Elementary) program, decided to include its feedback in MSC's annual report feedback letter to St. Mary's (see below).
- continued its review of information from SAIT with respect to its notification of changes to its 4-year Bachelor of Science in Construction Project Management program.
- after reviewing further information it had requested from the institution, agreed to a request from The King's University for a fully expedited review of its proposal for a 4-year Bachelor of Arts (Sociology) and, after conducting a desk review, agreed to recommend to the Minister that he approve the program. The program was subsequently approved.
- after reviewing further information it had requested from the institution, agreed to a request from Grant MacEwan University for a fully expedited review of its proposal for a 4-year Bachelor of Commerce (Legal Studies in Business) and, after conducting a desk review, agreed to recommend to the Minister that he approve the program.
- began consideration of a request from Mount Royal University for a fully expedited review of its proposal for a 4-year Bachelor of Science (Chemistry).
- after reviewing further information it had requested from the institution, agreed to a request from the University of Calgary for a fully expedited review of its proposal for a Doctor of Business Administration and, after conducting a desk review, agreed to recommend to the Minister that he approve the program.
- began reviewing information from Grant MacEwan University with respect to its notification of changes to its 4-year Bachelor of Music in Jazz and Contemporary Popular Music program.
- began reviewing information from Mount Royal University with respect to its notification of changes to its 4-year Bachelor of Education (Elementary) program.
- after reviewing further information from Mount Royal University with respect to its notification of changes to its 4-year Bachelor of Science (General Science) and 4-year Bachelor of Child Studies programs, was preparing its feedback letter.
- began consideration of a request from the University of Alberta for a fully expedited review of its proposal for a 4-year Bachelor of Science in Fashion Business Management.

Members continued their review of a revised draft of Council's criteria for partially expedited and fully expedited reviews and, after considering the feedback it had solicited from post-secondary institutions, agreed to delegate PRSC to produce a revised draft for further consideration at the December Council meeting.

(b) *Monitoring Standing Committee*

The Monitoring Standing Committee reported it had taken the following actions on behalf of Council since the previous meeting agenda update:

- after reviewing further information it received from St. Mary's University in response to MSC's feedback regarding the cyclical review of St. Mary's 2-year After Degree Bachelor of Education (Elementary) program, conveyed its observations in a follow-up letter.
- began considering the results of Concordia University of Edmonton's cyclical review of its 3-year Bachelor of Arts (Music), 4-year Bachelor of Arts (Music), and 3-year Bachelor of Arts (Drama) programs.
- after considering the results of Mount Royal University's cyclical review of its 4-year Bachelor of Arts (Anthropology), conveyed its observations in a feedback letter.
- after considering the results of Mount Royal University's cyclical review of two majors (Health Sciences, and Cellular and Molecular Biology) in its 4-year Bachelor of Science, conveyed its observations in a feedback letter.
- after reviewing information received from SAIT relating to staffing data and definitions, in response to MSC's feedback to SAIT's 2015-16 annual report, conveyed its observations in a feedback letter.

(c) *Audit Criteria Committee*

Members continued their review of a revised draft of the criteria document, which might be used should Council decide to extend the audit monitoring process to other institutions. After considering the feedback it had solicited from post-secondary institutions, members agreed to have the Council members of the Committee produce a revised draft for further consideration at the December Council meeting.

Council accepted the reports from its subcommittees.

The next meeting of Council is scheduled for 12-13 December 2017.