

**Minutes of the Sixty-eighth Council Meeting – 18 April 2018**  
**Commerce Place, Edmonton**

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**Council**

Present: Peter Mahaffy (Co-Chair), Art Quinney (Co-Chair), Gurston Dacks, Judy Eifert, Paul Gooch, Gord Nixon, Annie Prud'homme-Généreux, John Stubbs, Lynn Taylor, Janet Paterson-Weir, Robert Woodrow

**Secretariat** Guy Germain (Acting Director), Alex Makar (Research Officer)

**Guests** David Williams, Gilbert Perras (for agenda item 3 only – in person)

Members were welcomed to the sixty-eighth meeting of the Campus Alberta Quality Council. This was a teleconference meeting, with both co-chairs and one member attending in person.

**1. Approval of minutes – 13-14 February 2018 and 16 March 2018**

It was MOVED and SECONDED that the 13-14 February 2018 minutes be adopted.

CARRIED

It was MOVED and SECONDED that the 16 March 2018 minutes be adopted.

CARRIED

**2. CAQC Chair and Secretariat report**

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

**3. Discussion with the Ministry re: roles and mandates**

David Williams (Executive Director, Campus Alberta Sector) and Gilbert Perras (Executive Director, Operations Sector) joined the meeting in person to continue discussion of the Ministry's planned review of post-secondary institution system roles and mandates.

#### 4. 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:

- 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 Music in Jazz and Contemporary Popular Music (Recording and Production) 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 the University of Lethbridge for a fully expedited review of its proposal for a Master of Arts in Cultural Resource Management and, after conducting a desk review, agreed to recommend to the Minister that he approve the program. The program was subsequently approved.
- began consideration of a request from the University of Lethbridge for a fully expedited review of its proposal for a Master of Science (Remote Sensing).
- began consideration of a request from the University of Calgary for a fully expedited review of its proposal for a Master of Management.

##### (b) *Monitoring Standing Committee*

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

- after concluding its consideration of the results of Athabasca University's cyclical review of its Doctor of Business Administration program, conveyed its observations in a feedback letter.
- after concluding its consideration of the results of Gonzaga University's cyclical review of its Master of Counselling program, conveyed its observations in a feedback letter.
- after concluding its consideration of the results of Gonzaga University's cyclical review of its Master of Education (School Administration) program, conveyed its observations in a feedback letter.
- after concluding its consideration of the results of Mount Royal University's cyclical review of its 4-year Bachelor of Arts (Sociology) program, conveyed its observations in a feedback letter.
- began considering the results of Athabasca University's cyclical review of its Doctor of Education in Distance Education program.
- began considering the results of Burman University's cyclical review of its Department of Outward Pursuits.

After reviewing a revised draft of Council's expectations for institutional cyclical program evaluations, it was MOVED and SECONDED that s. 5.3.3 of the *Handbook* be adopted, as amended, subject to any subsequent rewording agreed to by MSC and the Co-Chairs in conjunction with the Secretariat.

CARRIED

Council accepted the reports from its subcommittees.

## **5. CAQC Code of Conduct – revised draft**

To ensure Council's Code of Conduct will be in compliance with the provisions set out in the forthcoming *Conflicts of Interest Amendment Act, 2017*, members continued their review of the revised Code which it had begun at the December 2017 Council meeting.

After reviewing proposed changes to the Code suggested by a preliminary review by the Ethics Commissioner, members agreed to strike an ad-hoc committee to continue work on the Code. It was also agreed that the Co-chairs should request a meeting with the Ethics Commissioner as part of the revision process and that the Code be brought back to a subsequent meeting for continued discussion and possible adoption.

It was noted that a revised draft of the Code would be forwarded to the Ethics Commissioner for review.

The next meeting of Council is scheduled for 5-6 June 2018.