

**Minutes of the Seventy-Fifth Council Meeting – 1-2 October 2019
University of Calgary Faculty of Social Work Campus, Edmonton**

Council

Present: Dietmar Kennepohl (Co-Chair), Gayla Rogers (Co-Chair), Gurston Dacks, Judy Eifert, Jeff Goldberg, Paul Gooch, Annie Prud'homme-Généreux, Gord Nixon, John Stubbs, Lynn Taylor, Arlette Zinck

Secretariat Guy Germain (Director), Laurel Sakaluk (Manager), Alex Makar (Research Officer)

Guests Paul Gaudette, Susan May (for agenda item 3 only – in person)
David Williams (for agenda item 4 only – in person)
Michael Hart (for agenda item 9 only – in person)

Members were welcomed to the seventy-fifth meeting of the Campus Alberta Quality Council. Richard Enns, Associate Professor with the University of Calgary's Faculty of Social Work, brought greetings on behalf of the University.

Council noted that Dietmar Kennepohl had been presented with the *Award of Excellence for Open and Distance Education Materials* at the Pan-Commonwealth Forum in Edinburgh in September 2019. Members also extended a thank you to Shirley Miskowicz-Thomson, the Secretariat's office manager, for an informative presentation during the lunch hour on expense claim reimbursement.

1. Approval of minutes – 20-21 June 2019

It was MOVED and SECONDED that the 20-21 June 2019 minutes be adopted, as amended.

CARRIED

2. CAQC Chair and Secretariat report

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

The Co-Chairs reported on their meeting with ADM Peter Leclaire, who provided a useful overview of the Ministry's key priorities as it relates to Council's work.

The Co-Chairs reported they had also met with the provosts of the Comprehensive Academic Research Universities. Among other topics, the provosts offered suggestions as to how Council could streamline its processes.

3. Discussion with Paul Gaudette and Susan May (Post-secondary Programs) on substantive changes to degree programs

Paul Gaudette (Director) and Susan May (Manager) from the Post-secondary Programs branch met with members to discuss the issue of substantive changes to degree programs, and the role Council should play in reviewing such changes. The branch is undertaking to clarify its expectations for institutions regarding the processing or approval of program changes for ministry-approved programs and specializations as recorded in the Provider and Program Registry System.

The purpose of the visit was to initiate discussion regarding what constitutes a substantive change to a degree program, the extent to which the Ministry and/or CAQC need to be involved in reviewing these changes, and for those changes requiring both Ministry and CAQC involvement, how the review might be coordinated between the two parties. It was agreed that Post-secondary Programs and CAQC would keep track of substantive change proposals for the next several months to assist in better defining substantive change, and that CAQC would create an ad-hoc committee on substantive change to assist both Council and the Ministry in its work.

In addition, members continued their discussion with Paul and Susan about how best to transition those applied degrees that have never been reviewed by CAQC.

4. Discussion with David Williams, Executive Director

David Williams (Executive Director, Campus Alberta Sector), joined the meeting in person to discuss several items of relevance to Council, including implementation of the Chicago principles, free speech and academic freedom, the Ministry's red-tape reduction initiative, performance based funding for institutions, and the MacKinnon Report's potential impact on the post-secondary system in Alberta.

5. 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 the University of Calgary for a fully expedited review of its proposal for a Doctor of Design program 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 Alberta for a fully expedited review of its proposal for a 4-year Bachelor of Arts (Media Studies) program 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 Early Childhood Curriculum Studies program and, after conducting a desk review, agreed to recommend to the Minister that he approve the program. The program was subsequently approved.
- continued its review of a load change proposal from Concordia University of Edmonton for its Master of Information Systems Security Management program.

- continued its review of a load change proposal from Concordia University of Edmonton for its Master of Information Systems Assurance Management program.
- began consideration of a request from Concordia University of Edmonton for a fully expedited review of its proposal for a Master of Science in Information Technology program.
- began consideration of a request from the University of Calgary for a fully expedited review of its proposal for a Master of Engineering (Environmental Engineering) program.
- after reviewing further information it had requested from the institution, agreed to a request from Mount Royal University for a fully expedited review of its proposal for a 4-year Bachelor of Science (Computer Science) program and, after conducting a desk review, agreed to recommend to the Minister that he approve the program. Following the requirements of Council's Code of Conduct, the Committee noted that Jeff Goldberg, a member of PRSC, declared a perceived conflict of interest and did not participate in the review. The program was subsequently approved.
- Agreed to a request from Mount Royal University for a fully expedited review of its proposal for a 4-year Bachelor of Science (Biology) program and, after conducting a desk review, agreed to recommend to the Minister that he approve the program. Following the requirements of Council's Code of Conduct, the Committee noted that Jeff Goldberg, a member of PRSC, declared a perceived conflict of interest and did not participate in the review. The program was subsequently approved.

(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 concluding its consideration of information provided by The King's University about its substantive curriculum change, conveyed its observations in a feedback letter.
- after concluding its consideration of the results of NAIT's cyclical review of its 4-year Bachelor of Business Administration program, conveyed its observations in a feedback letter.
- after concluding its consideration of the results of NAIT's cyclical review of its Bachelor of Technology program, conveyed its observations in a feedback letter.
- after concluding its consideration of the results of Cape Breton University's cyclical review of its Master of Business Administration in Community Economic Development program, conveyed its observations in a feedback letter.
- after concluding its consideration of the results of The King's University's cyclical review of its 3-year and 4-year Bachelor of Arts (History) programs, conveyed its observations in a feedback letter.
- began its consideration of the results of The King's University's cyclical review of its Bachelor of Science (Computing Science) program.
- began its consideration of the results of The King's University's cyclical review of its 3-year and 4-year Bachelor of Arts (Psychology) programs.
- began its consideration of the results of Grant MacEwan University's cyclical review of its 4-year Bachelor of Music in Jazz and Contemporary Popular Music (3 majors) cyclical review.

(c) Degree Breadth and Depth Subcommittee

The Degree Breadth and Depth Subcommittee reported that they would meet for the third time on 3 October by videoconference to continue to discuss Council's breadth and depth requirements for baccalaureate degrees and possible changes to the *Handbook*.

6. Follow-up

(a) Handbook changes – BEd degrees

At the June 2019 meeting, members had instructed the Secretariat to confer with Alberta Education on one remaining issue relating to a revised draft of Council's expectations with respect to BEd degrees. After reviewing information provided by Alberta Education about this issue and a revised draft of expectations, it was MOVED and SECONDED that changes to *Handbook* s. 4.3.3.2 Bachelor of Education Degrees be adopted.

CARRIED

(b) Handbook changes – Appendix L: Research and scholarship in Campus Alberta

Members continued their discussion on *Handbook* Appendix L: Research and Scholarship in Campus Alberta, which they had begun at the June 2019 meeting. Members agreed that at the December meeting, they would consider a revised draft of the Appendix, along with *Handbook* s. 3.7.3 and 3.7.4, prepared by an ad-hoc committee of Council.

(c) Concordia University of Edmonton – Doctor of Psychology update re: shortlist of candidates

Members received for information an update on Concordia University of Edmonton's progress in hiring to the position of Director of Clinical Research for their proposed Doctor of Psychology program.

(d) Nomenclature of academic programs in religious institutions – Update

Members were informed that the Secretariat was involved in a Ministry initiative to review and inventory degrees in divinity currently offered in Alberta, and to determine alignment of those programs with the nomenclature requirements for degrees in divinity as prescribed in the Programs of Study Regulation.

(e) Mount Royal University Second Comprehensive Examination

Members began discussion of the process for and scope of Council's involvement in Mount Royal University's next comprehensive evaluation. It was agreed that as a useful first step, the Co-Chairs would have an initial conversation with Mount Royal to discuss the process.

7. Draft CAQC 2019-22 Action Plan

After reviewing proposed changes and suggesting further refinements, it was MOVED and SECONDED that the CAQC Action Plan 2019-22 be adopted, subject to any subsequent rewording agreed to by the Co-Chairs and Secretariat.

CARRIED

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

Members reflected on Council's achievements and 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 2018-2021 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, reflecting on the fact that Principles 5 and 11 were revised in 2018, members noted that they were working well and no further changes were needed.

Each member also reaffirmed the Member Code of Conduct.

Members confirmed the following face-to-face meeting dates for 2020:

9-10 March 2020

15-16 June 2020

1-2 Oct 2020

Council also discussed membership and transition planning.

9. Michael Hart presentation and discussion on Indigenization

At Council's invitation, Dr. Michael Hart, the University of Calgary's inaugural Vice-Provost (Indigenous Engagement), spoke with Council in person on the underlying assumptions, initiatives, and challenges in post-secondary indigenization. While focusing on his own university's experience, he offered insights and examples from other Alberta institutions, and also shared his views on Indigenous accreditation.

The next meeting of Council is scheduled for 12-13 December 2019.