
**Minutes of the Ninety-Seventh Council Meeting – 17 March 2023
Zoom meeting**

Council

Present: Gayla Rogers (Co-Chair), Gurston Dacks (Co-Chair), Jeff Goldberg, Fred McGinn, Moira McPherson, Gord Nixon, Annie Prud'homme-Généreux, John Stubbs, Arlette Zinck, Cynthia Zutter

Secretariat Allison Peters (Manager), Alex Makar (Research Officer)

Members were welcomed to the ninety-seventh meeting of the Campus Alberta Quality Council. As this was first meeting for Moira McPherson and Fred McGinn, they were welcomed to their first meeting.

1. Approval of minutes – 27-28 September 2022 / 27 January 2023

It was MOVED and SECONDED that the 27-28 September 2022 minutes be adopted as amended.

CARRIED

It was MOVED and SECONDED that the 27 January 2023 minutes be adopted as distributed.

CARRIED

2. CAQC Chair and Secretariat report

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

3. CAQC principles and member competencies

After initial review of Council's principles and member competencies at its September 2022 retreat, Council established a committee to conduct a thorough review of all the principles and member competencies. At the 17 March 2023 meeting, members reviewed the revised CAQC principles and member competencies provided by the committee.

It was MOVED and SECONDED that the revised CAQC principles and member competencies be adopted as amended.

CARRIED

4. Revisions to CAQC Handbook

After reviewing revised wording regarding criteria for nominating reviewers for program and organizational evaluation, it was MOVED and SECONDED that changes to sections 3.2 *External Organizational Evaluation Team*, 4.2 *External Program Evaluation Team*, and 5.2.4 *External Evaluation Team*

for *Comprehensive Evaluations* of the Handbook be adopted as amended.

CARRIED

As a follow-up to Council's review of the quality assurance audit applications from Mount Royal University and Grant MacEwan University, at Council's 27 January 2023 meeting members agreed to review and revise sec. 5.3.5 *Quality Assurance Process Audits* and sec. 5.3.6 *Delegated New Program Approval Status* of the Handbook to allow institutions to apply for both statuses at the same time.

After reviewing revised wording in sec. 5.3.5 *Quality Assurance Process Audits* and sec. 5.3.6 *Delegated New Program Approval Status*, it was MOVED and SECONDED that changes to these sections of the Handbook be adopted as amended.

CARRIED

As the number of proposals from private for-profit and not-for-profit institutions is increasing, members began their discussion about including additional expectations for these institutions in the CAQC Handbook.

5. Follow-up

Members continued their discussion from last meeting regarding the quality assurance audit status applications from Mount Royal University and Grant MacEwan University, and determined next steps for review of these applications.

Members received for information implementation reporting for newly approved degree programs at Olds College and Red Deer Polytechnic.

6. Committees

(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 concluding its combined consideration with the Monitoring Standing Committee of the implementation reporting from Red Deer Polytechnic for a 4-year Bachelor of Education program, conveyed its observations in a feedback letter.
- after concluding its consideration of the proposed changes from Ambrose University's for its Business program curriculum, conveyed its observations in a feedback letter.
- after considering what information should be provided by Northern Alberta Institute of Technology with respect to its proposed new Accounting and Analytics, and Finance specializations in the Bachelor of Business Administration degree, provided its feedback to NAIT.
- after approval of Red Deer Polytechnic's proposal for a 4-year Bachelor of Arts (Multidisciplinary Studies) program by the Ministry, sent its outcomes letter to the institution.
- completed a preliminary review with respect to the University of Saskatchewan's proposal for a 4-year Bachelor of Science in Nursing program to be delivered in collaboration with Lakeland College, and conveyed its decision on a review type to the institution.
- completed a preliminary review with respect to the University of the Arts' proposal for a 4-year Bachelor of Fine Arts (Studio Arts) program, and conveyed its decision on a review type to the institution.
- began its consideration of a proposal from Mount Royal University for a 4-year Bachelor of Aviation Management program.

(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 combined consideration with the Proposal Review Standing Committee of the implementation reporting from Red Deer Polytechnic for a 4-year Bachelor of Education 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 Interior Design program, conveyed its observations in a feedback letter.
- after concluding its consideration of the results of Concordia University of Edmonton's cyclical review of its 3-year Bachelor of Arts (Political Economy) 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 Science (Environmental Science) program, conveyed its observations in a feedback letter.
- after concluding its consideration of the results of Concordia University of Edmonton's cyclical review of its 3-year Bachelor of Arts (History) program, conveyed its observations in a feedback letter.
- completed a preliminary review of the organizational evaluation self-study from Prairie College and conveyed its observations in a feedback letter.
- completed a preliminary review of the organizational evaluation self-study from Alberta College of Acupuncture and Traditional Chinese Medicine and conveyed its observations in a feedback letter.
- began its consideration of the results of Ambrose University's cyclical review of its 4-year Bachelor of Music, and 3-year and 4-year Bachelor of Arts (Music) programs.
- began its consideration of the 2021-22 monitoring reporting from institutions.

(c) Assurance of Learning Committee and Committee on Scholarship in Comprehensive Community Colleges and New Polytechnics

Members were updated on the activities of the Assurance of Learning Committee and Committee on Scholarship in Comprehensive Community Colleges and New Polytechnics.

The next meeting of Council is scheduled for 12-13 June 2023.