![Campus Alberta Quality Council logo]

Minutes of the 103rd Council Meeting – 11 April 2024
Via videoconference

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

Secretariat Allison Peters (Manager), Daniel Braun (System Quality Analyst), Alex Makar (System Quality Analyst), Eric Franke (Program Resource Officer)

Guests Luigi Benedicenti (for agenda item 3 only)
Janet Welch, Raynie Wood, Amos Ngai, Subrata Biswas, Carol Page, Kristy Ward (for agenda item 3 only)

Members were welcomed to the one-hundred and third meeting of the Campus Alberta Quality Council.

1. **Approval of minutes – 28 February and 7 March 2024 meeting**

   It was MOVED and SECONDED that the 28 February and 7 March 2024 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. **Southern Alberta Institute of Technology – Consideration of a proposal for a Bachelor of Technology with specializations in Software Development and Cyber Security**

   Southern Alberta Institute of Technology (SAIT) is seeking to offer a new 4-year Bachelor of Technology program (based on a 2+2 model) with specializations in Software Development and Cyber Security.

   Dr. Luigi Benedicenti, Chair of the program evaluation team, joined the meeting via videoconference to answer questions of clarification on the evaluation team report and the institution's response to it. At the end of the videoconference, Council's Co-Chair thanked Dr. Benedicenti for the team's report.

   Subsequently, Dr. Janet Welch (Vice-President Academic), Dr. Raynie Wood (Dean, School for Advanced Digital Technology), Mr. Amos Ngai (Associate Dean, School for Advanced Digital Technology), Dr. Subrata Biswas (Academic Chair, School for Advanced Digital Technology), Ms. Carol Page (Director, Centre for Applied Education Innovation), and Ms. Kristy Ward (Program Development Coordinator, Centre for Applied Education Innovation) at SAIT joined the meeting via videoconference to discuss the institution's response to the report.

After reviewing the team's report and the institution's response to it, members agreed to continue discussion of the proposal at a subsequent meeting pending receipt of further information from the institution.

4. **CAQC Handbook Revision**

Members discussed progress update with respect to revising the CAQC Handbook.

5. **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:
- agreed to a request from SAIT for a fully expedited review of its proposal for a 4-year Bachelor of Business Administration (Financial Technology and Innovation) program and, after conducting a desk review, agreed to recommend to the Minister that she approve the program. The program was subsequently approved.
- agreed to a request from The King's University for a fully expedited review of its proposal for a 4-year Bachelor of Science (Psychology) program and, after conducting a desk review, agreed to recommend to the Minister that she approve the program. The program was subsequently approved.
- continued its consideration of a request from Northern Alberta Institute of Technology for a modified fully expedited review of its proposal for a 4-year Bachelor of Business Administration (Accounting and Analytics; Finance) program.
- reviewed and supported a request from Red Deer Polytechnic to change the name of its Bachelor of Applied Arts (Film, Theatre, and Live Entertainment) program to Bachelor of Applied Arts (Film Production). The program name change was subsequently approved.
- completed its review with respect to SAIT's proposal for a 4-year Bachelor of Technology (Software Development; Cyber Security) in preparation for subsequent discussion at Council.

(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 the results of SAIT's cyclical review of its 4-year Bachelor of Business Administration (Accounting; Financial Services; Human Resource Management; Marketing; Supply Chain Management; Management) program, conveyed its observations in a feedback letter.
- after concluding its consideration of the results of SAIT's cyclical review of its 4-year Bachelor of Science in Construction Project Management program, conveyed its observations in a feedback letter.
- after concluding its consideration of the results of Ambrose University's cyclical review of its After Degree Bachelor of Education (Elementary Education) program, conveyed its observations in a feedback letter.
- began its consideration of the results of Ambrose University's cyclical review of its 3-year and 4-year Bachelor of Arts (History) program.
- began its consideration of the results of University of Portland's cyclical review of its Master of Education (Leadership) program.
- began its consideration of the results of Concordia University of Edmonton's 3-year Bachelor of Arts (Drama) program.

- began its consideration of the results of Concordia University of Edmonton's 3-year and 4-year Bachelor of Arts (Music) programs.

(c)   Committee on Scholarship in Comprehensive Community Colleges and Polytechnic Institutions

The Committee informed members on its continued work with the Senior Academic Officers from Comprehensive Community Colleges, Northwestern Polytechnic, and Red Deer Polytechnic on developing a scholarly activity framework and related tools for reporting scholarly activity by these institutions to Council.

The next meeting of Council is scheduled for 27-29 May 2024.