Campus Alberta Quality Council

Minutes of the 104th Council Meeting – September 21-22, 2024
At NAIT and Commerce Place

Council Present:	Gayla Rogers (Co-Chair), Gord Nixon (Co-Chair), Jaclyn Doherty, Jeff Goldberg, Christopher Hosgood, Amit Kumar, Moira McPherson, Kevin McQuillan, Erasmus Okine, Annie Prud'homme-Généreux, Arlette Zinck, Cynthia Zutter
Secretariat	Paul Gaudette (Director, Program Oversight and Workforce Planning), Allison Peters (Manager), Daniel Braun (System Quality Analyst), Alex Makar (System Quality Analyst), Alison Jeppesen (System Quality Analyst), Eric Franke (Program Resource Officer)
Guests	Anne Ryton (Acting Assistant Deputy Minister, Advanced Education), Gurston Dacks (for agenda item 2 only), officials from NAIT (for agenda item 3 only), Patricia Doyle-Baker (for agenda item 4 only), officials from The King's University (for agenda item 4 only), Sheldon Levy (for agenda item 5 only)

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

1. **Approval of minutes – 27-29 May 2024 meeting**

   It was MOVED and SECONDED that the 27-29 May 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. **Handbook Revision Project Update**

   Dr. Gurston Dacks, the contractor on the Handbook Revision Project, presented the final changes to the sections of the handbook for which he was responsible and took questions from members regarding the changes. Members of the organizational standards working group presented on the section of the current handbook that addresses standards and criteria for assessment of organizational readiness for degree programs. Next steps and a procedure for revisions were determined.

4. **NAIT Presentation and Campus Tour**

5. The King's University – Bachelor of Kinesiology – Program Review

The King's University (TKU) is seeking to offer a Bachelor of Kinesiology program. According to Council's procedures, the proposal is subject to a program evaluation as this would be a new category of baccalaureate degree program for the institution.

Dr. Patricia Doyle-Baker, Chair of the program evaluation team, joined the meeting via videoconference to answer questions of clarification on the evaluation team report and the institutional response to it. At the end of the videoconference, Council's Co-Chairs thanked Dr. Doyle-Baker for the team's report.

Subsequently, Dr. Kristopher Ooms (Vice President Academic), Mr. Glenn Keeler (Vice President Research), and Dr. Andrew Tappenden (Dean of Natural Science) of TKU joined the meeting via videoconference to discuss the institution's response to the report.

Following discussion of both the team's report and the University's response to it, it was moved and seconded that the proposal be approved with conditions, with one member voluntarily recusing themselves from the discussion and vote based on an identified conflict of interest.

6. Presentation: Private for-profit post-secondary institutions

Dr. Sheldon Levy joined council to present on the role and scope of private, for-profit institutions in delivering degree-level programming. A highly engaged discussion followed.

7. Quality Assurance in the United Kingdom

Dr. Moira McPherson shared about her experience of participating in the Quality Assurance Agency (QAA Global) – International Quality Assurance Program conference in the United Kingdom.

8. Monitoring Standing Committee and Proposal Review Standing Committee breakouts

(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 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.
- completed its review of Southern Alberta Institute of Technology's (SAIT) proposal for a 4-year Bachelor of Technology (Software Development; Cyber Security) in preparation for subsequent discussion at Council and provided a preliminary outcomes letter to the institution.
- agreed to a request from Alberta University of the Arts for a fully expedited review of its proposal for a Bachelor of Fine Arts (Studio Arts) program and requested the institution provide two desk reviews from independent experts.
- reviewed a request from Red Deer Polytechnic to add a new CTS Teaching major to its existing BEd (Secondary) specialization and provided a letter to the institution outlining next steps for the proposal.

(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 University of Portland's cyclical review of its Master of Education (Leadership) program, conveyed its observations in a feedback letter.
- after concluding its consideration of the results of Ambrose University's cyclical review of its 3-year and 4-year Bachelor of Arts (History) programs, conveyed its observations in a feedback letter.
- after consideration of several requests from institutions, agreed to adjust reporting deadlines of cyclical reviews to be more responsive to institutions.

The next meeting of Council is scheduled for 28 October 2024 via videoconference.