

**Minutes of the Thirty-first Council Meeting – 21 April 2010**  
**Commerce Place, Edmonton**

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**Council**

Present: Ron Bond (Chair), Patricia Clements, Bob Lockwood, Peter Meekison, Greg Moran, Leo Mos, Peggy Patterson, Cliff Soper, Art Quinney, Mo Watanabe

Absent: Peter Mahaffy

**Secretariat** Marilyn Patton (Director), Guy Germain (Manager), Alex Makar (Research Officer)

**Guests** Sonia Jevne (for agenda item 4 only – in person)

Members were welcomed to the thirty-first meeting of the Campus Alberta Quality Council.

**1. Approval of minutes – 16 February 2010**

It was MOVED and SECONDED that the 16 February 2010 minutes be adopted, as amended.

CARRIED

**2. CAQC Chair and Secretariat report**

The Chair and Secretariat Director briefly reviewed their report and provided highlights of the Chair's presentation at the Campus Alberta Strategic Directions Committee and the Director's meeting with officials from the French Embassy regarding international PhD cotutelle degrees.

Several draft documents were presented for information with respect to a possible joint audit pilot project with the Alberta Universities Association (AUA).

**3. Follow-up items**

Council reviewed Ambrose University College's 2-year after degree Bachelor of Education progress report, which Council had asked Ambrose to submit prior to the implementation of their program. Council agreed to the observations that would be provided to the institution.

Council also reviewed a pre-implementation report from Canadian University College regarding its approved 4-year Bachelor of Arts (International Studies) program, and agreed to the observations that would be provided to the institution.

As there will be four vacancies on Council as of July 2010, members discussed succession planning and struck a subcommittee to review applications for the vacancies.

#### **4. SAIT – continued consideration of a proposal for a 4-year Bachelor of Science in Internetworking**

Southern Alberta Institute of Technology (SAIT) is seeking approval to offer a 4-year Bachelor of Science in Internetworking. At the December 2009 meeting, Council had agreed to continue discussion of SAIT's program at a subsequent meeting once the institution provided further information.

After discussing SAIT's additional information, it was MOVED and SECONDED that Council recommend that the Minister of Advanced Education and Technology approve Southern Alberta Institute of Technology's 4-year Bachelor of Science in Internetworking degree program.

CARRIED

Members AGREED to the issues to be addressed in the outcomes letter to SAIT, including its expectations with respect to monitoring.

#### **5. SAIT – continued consideration of a proposal for a 4-year Bachelor of Science in Construction Project Management**

Southern Alberta Institute of Technology (SAIT) is seeking approval to offer a 4-year Bachelor of Science in Construction Project Management. At the December 2009 meeting, Council determined it would not make a positive recommendation to the Minister as the proposal did not meet the expectations of a Bachelor of Science degree in the Canadian context. Members had agreed to continue discussion at a subsequent meeting once further information was provided by the institution.

After discussing the additional information supplied by SAIT, it was MOVED and SECONDED that Council recommend that the Minister of Advanced Education and Technology approve Southern Alberta Institute of Technology's 4-year Bachelor of Science in Construction Project Management degree program.

CARRIED

Members AGREED to the issues to be addressed in the outcomes letter to SAIT, including its expectations with respect to monitoring.

#### **6. Alberta Public Agencies Governance Act**

At Council's February 2010 meeting, members reviewed the qualifications and competencies in Council's Chair and Member Position descriptions and agreed to continue the discussion at the next meeting.

Members agreed to the revised competency profile for members of Council. They also reviewed and suggested revisions to Council's Member and Chair position descriptions, as well as Council's Code of Conduct. Revised versions of these documents will be considered at the June meeting.

## 7. PLAR presentation and discussion

One of Council's goals is to devote time periodically to discuss topics that may enhance the knowledge base of members. Because Prior Learning and Recognition (PLAR) has sometimes been raised in discussion of specific degree proposals and guidelines for undergraduate degrees, Sonia Jevne, the Ministry's PLAR Manager, was invited to the meeting to update Council on the Ministry's PLAR Action Plan and its implementation. A question and answer period followed.

## 8. Proposed Handbook changes

To clarify expectations regarding the criteria for partially and fully expedited review requests from non-resident institutions, members discussed proposed changes to Council's *Handbook*. After discussion of the proposed changes, it was MOVED and SECONDED that Council adopt changes to the section of the CAQC *Handbook* with respect to non-resident institutions' applications.

CARRIED

## 9. 2009-10 Annual Report

It was MOVED and SECONDED that CAQC's draft 2009-10 Annual Report be adopted, as amended.

CARRIED

## 10. CAQC subcommittees

### (a) *Proposal Review Standing Committee*

The Proposal Review Standing Committee (PRSC) of Council reported that, since the previous meeting, it had acted on behalf of Council to:

- agree to a request from the University of Alberta for a fully expedited review of its 4-year Bachelor of Arts in Environmental Studies degree program, and following its desk review, to recommend to the Minister of Advanced Education and Technology that he approve the program. The Minister subsequently approved the program.
- agree to recommend to the Minister of Advanced Education and Technology, after reviewing additional information it had asked Grant MacEwan to supply, that he approve Grant MacEwan University's Accounting major in its Bachelor of Commerce degree program. The Minister subsequently approved the program.
- agree to a request from the University of Calgary for a fully expedited review of an Integrated Studies major in its 4-year Bachelor of Music degree program, and following its desk review, to recommend to the Minister of Advanced Education and Technology that he approve the program.
- agree to a request from the University of Portland for a fully expedited review of its Master of Education (Leadership) degree program, and following its desk review, to recommend to the Minister of Advanced Education and Technology that he approve the program.

(b) *Comprehensive Evaluation Subcommittee*

At the February 2010 meeting, it was reported that the Subcommittee had begun its review of the process and documentation related to comprehensive evaluations, and would report to the full Council at a future meeting.

It was MOVED and SECONDED that Council adopt changes to the monitoring section of the CAQC Handbook with respect to comprehensive evaluations.

CARRIED

In order to allow more time for an institution to implement its own periodic review of its degree programs and to include the results in the comprehensive self-study, Council also AGREED to change the dates of its currently scheduled comprehensive evaluations, as follows:

- Ambrose from 2013-2014 to 2014-2015 (Second Comprehensive)
- Grant MacEwan University from 2011-2012 to 2012-2013
- Mount Royal University from 2012-2013 to 2013-2014
- NAIT from 2012-2013 to 2013-2014

Council accepted the reports from its subcommittees.

The next scheduled meeting of Council is set for 15-16 June 2010.