

**Minutes of the Eighteenth Council Meeting – 7-8 September 2007
Lily Lake**

Council

Present: Ron Bond (Chair), Dianne Kieren, Bob Lockwood, Garry McKinnon, Peter Meekison, Leo Mos, Doug Owram, Cliff Soper, Keith Ward, Mo Watanabe

Absent: Lucille Walter

Secretariat Marilyn Patton (Director), Guy Germain (Manager) (Friday only), Alex Makar (Research Officer), James Oloo (Research and Policy Analyst)

Guests Dr. Mark Spire (for agenda item 3 only – via teleconference)
Dr. Robert Silverman (for agenda item 6 only – via teleconference)
Dr. Henry Klumpenhauer (for agenda item 7 only – via teleconference)

The Chair welcomed members to the eighteenth meeting and the third annual retreat of the Campus Alberta Quality Council. In addition, the Chair welcomed Bob Lockwood to his first meeting.

1. Approval of minutes – 14-15 June 2007

It was MOVED and SECONDED that the 14-15 June 2007 minutes be adopted, as amended.

CARRIED

2. CAQC Chair and Secretariat report

The Chair and Secretariat Director briefly reviewed their report and provided updates on several issues, including Council's input into the Board Governance Review Task Force, the Auditor General's systems audit of the Ministry's processes with respect to monitoring of private institutions, and Council's response to the Ministry's Roles and Mandates discussion paper. In addition, it was noted that since the June meeting, Council had approved its Policy on Release of Information and posted it on the website.

Council considered a request from Ambrose University College to postpone its first comprehensive evaluation to Winter 2009 from Fall 2008.

After considering Ambrose's rationale for the delay, it was MOVED and SECONDED that Council accept the revised timeline for Ambrose's first comprehensive evaluation.

CARRIED

3. University of Calgary – consideration of a proposal for a Doctor of Veterinary Medicine program

The University of Calgary is seeking approval to offer a Doctor of Veterinary Medicine with an emphasis in production animal health, equine health, ecosystem and public health, and investigative medicine. As the program needs to be accredited by the American Veterinary Medicine Association's Council on Education (AVMA COE) before its graduates can be licensed as veterinarians, a joint site visit had occurred. Dr. Mark Spire, Chair of CAQC's program evaluation team, joined the meeting via teleconference to answer

questions of clarification on the evaluation team report and the University's response to it. At the end of the teleconference, Council's Chair thanked Dr. Spire for the team's report.

Following discussion of the proposal, it was MOVED and SECONDED that Council recommend that the Minister of Advanced Education and Technology approve the University of Calgary's Doctor of Veterinary Medicine degree program.

CARRIED

As the first step towards accreditation by the AVMA COE is obtaining a Letter of Reasonable Assurance, members AGREED to advise the Minister to delay announcement of his decision until the AVMA COE provides its Letter of Reasonable Assurance to the University.

Members AGREED to the issues to be included in the outcomes letter to the University, including Council's expectations with respect to coordinated monitoring with the AVMA's COE.

4. Follow-up items

Members discussed two issues emanating from Council's June 2007 meeting – an update on NAIT's implementation of its approved Bachelor of Technology in Technology Management program, and an update on plans for Council's 3-year review.

5. Report from 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 proposed changes to the name and structure of its existing course-based MSc in Health Promotion Studies and to recommend that the Minister approve the program as a Master of Public Health in Health Promotion. The Minister subsequently approved the program.
- Agree to a request from DeVry Institute of Technology-Calgary for a fully expedited review of its proposal to deliver its three approved degrees completely online, and to refer the proposal to the full Council for review against Council's quality assessment standards for programs delivered at a distance.
- Begin consideration of a request from Concordia University College of Alberta for a fully expedited review of a proposed drama concentration in its approved 3-year Bachelor of Arts.

As part of its deliberations, the PRSC recommended that Council clarify its expeditions with respect to fully expedited reviews. After discussion of the issue, it was MOVED that the following additional clarification be added to the expedited review process description:

"A request for a fully expedited review will be considered on its own merits: an institution should not assume that Council's willingness to conduct a fully expedited review in the same discipline at one level (e.g., a concentration in a 3-year BA) entitles it to a fully expedited review at another (e.g., a major in a 4-year BA)."

CARRIED

6. Mount Royal College – consideration of a proposal for a 4-yr Bachelor of Arts (7 majors)

Mount Royal College is seeking approval to offer a 4-year Bachelor of Arts with majors in Anthropology, English, History, Policy Studies, Psychology, Sociology, and Spanish. Dr. Robert Silverman, Chair of the program evaluation team, joined the meeting via teleconference to answer questions of clarification on

the evaluation team report and the Colleges' response to it. At the end of the teleconference, the Chair thanked him for the team's report.

Following further discussion of the proposal, it was MOVED and SECONDED that Council recommend that the Minister of Advanced Education and Technology approve Mount Royal College's 4-year Bachelor of Arts degree program with the following majors: Anthropology, English, History, Policy Studies, Psychology, Sociology and Spanish.

CARRIED

Members also AGREED to support the proposed honours programs in Anthropology, English, History, Policy Studies, Psychology, and Sociology.

Members AGREED to the issues to be included in the outcomes letter to the College, including Council's expectations with respect to monitoring.

7. DeVry Institute of Technology-Calgary – consideration of a proposal for online degrees

DeVry-Calgary is seeking approval to deliver its three approved degree programs completely online. It will continue to offer the programs using its existing hybrid delivery mode (both "online" and "on ground"). As noted under the PRSC report, the committee AGREED to the institution's request for a fully expedited review of its proposal.

After consideration of the material submitted by DeVry-Calgary with respect to delivering the three approved degree programs completely online, members AGREED that DeVry-Calgary had provided sufficient evidence with respect to meeting Council's standards for degree programs delivered at a distance that they could proceed to deliver the three approved degree programs completely online, in addition to the existing hybrid delivery mode.

Members also AGREED to the issues to be included in the outcomes letter to DeVry-Calgary, including its expectations with respect to monitoring.

8. University of Alberta – continued consideration of a proposal for a PhD in Law

The University of Alberta is seeking approval to offer a Doctor of Philosophy in Law. At Council's June 2007 meeting, Council accepted the University's request for a fully expedited review of its application, but decided to defer a decision on recommending approval of the program pending receipt of the results of an external review by experts engaged by the University, and the University's response to that review.

After reviewing the results of the University's external review, it was MOVED and SECONDED that Council recommend that the Minister of Advanced Education and Technology approve the University of Alberta's Doctor of Philosophy in Law program.

CARRIED

Members AGREED to the issues to be included in the outcomes letter to the University, including Council's expectations with respect to monitoring.

9. Grant MacEwan College – consideration of a proposal for a 4-yr Bachelor of Music in Jazz and Contemporary Popular Music

Grant MacEwan College is seeking approval to offer a 4-year Bachelor of Music in Jazz and Contemporary Popular Music, with majors in Composition, Performance, and General. Dr. Henry Klumpenhouwer, Chair of the program evaluation team, joined the meeting via teleconference to answer questions of clarification on the evaluation team report and the Colleges' response to it. At the end of the teleconference, the Chair thanked him for the team's report.

Following further discussion of the proposal, it was MOVED and SECONDED that the Council recommend that the Minister of Advanced Education and Technology approve Grant MacEwan College's 4-year Bachelor of Music in Jazz and Contemporary Popular Music with the following majors: Composition, Performance, and General.

CARRIED

Members AGREED to the issues to be outlined in the outcomes letter to the College, including Council's expectations with respect to monitoring.

10. Non-resident institutions

Under a previous approval process, eight degree-granting institutions from outside the province have permission to offer specific degree programs in Alberta. All of these approvals are term-certain, and before they are considered for re-approval, they will have to meet Council's quality standards and be subject to the same approval process as resident institutions. Members reviewed the status of these institutions, and focused on the three institutions which plan to submit applications to the Minister in Fall 2007.

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

Members reflected on Council's work over the course of the past year, including its achievements and the challenges it has faced. It was noted that Council's profile may be higher in other provinces than it is in Alberta, and members discussed various ways of increasing understanding of Council's role with respect to fostering and enhancing the quality of degree programs within the province and within the Ministry.

During the discussion, members considered the feedback from evaluators and applicant institutions. They noted the generally positive comments and identified possible refinements to Council's processes and documents to address the few areas identified for improvement.

Members next discussed two documents produced by the Ministry, its 2007-2010 Business Plan and the draft *Roles and Mandates Policy Framework for Alberta's Publicly Funded Post-secondary Education System*. Council's Vice-Chair reported on a stakeholder meeting he had attended in August on behalf of Council with respect to the Framework. Members directed the Chair to write to the Minister to provide Council's comments and suggestions.

As part of the 'looking forward' aspect of this agenda topic, members considered some of the themes contained in the report of the Board Governance Review Task Force and identified possible governance issues for discussion at subsequent meetings.

The following face-to-face meeting dates were established:

6-7 December 2007

11-12 February 2008

17-18 June 2008

9-10 September 2008

Given the heavy workload that is expected this year, members AGREED to an additional face-to-face meeting of Council, if necessary. A tentative date in early May 2008 was set.

12. NAIT – continued consideration of a proposal for a 4-year Bachelor of Business Enterprise

NAIT is seeking approval to offer a 4-year Bachelor of Business Enterprise program. At the June 2007 meeting, Council considered the program evaluation team report and NAIT's response to it. Members had agreed to continue discussion of NAIT's degree program at a subsequent meeting pending receipt of further information from the institution.

After reviewing the additional information submitted by the institution, Council CONFIRMED the recommendation of the program evaluation team that the name of the proposed program be a Bachelor of Business Administration in Enterprise Management.

It was MOVED and SECONDED that Council recommend that the Minister of Advanced Education and Technology approve Northern Alberta Institute of Technology's Bachelor of Business Administration in Enterprise Management degree program.

CARRIED

Members AGREED to the issues to be outlined in the outcomes letter to the Institution, including Council's expectations with respect to monitoring.

13. University of Lethbridge – consideration of a proposal for a 4-year Bachelor of Arts (Rural and Urban Planning and Design)

The University of Lethbridge is seeking approval to offer a new multidisciplinary Rural and Urban Planning and Design major in its approved 4-year BA program.

After careful discussion of the materials presented to it, Council AGREED to postpone consideration of the University's proposal, including its request for a fully expedited review, pending receipt of additional information which would include an external review of the program from a reviewer engaged by the University, and the University's response to that review. Council also AGREED that upon receipt of this additional material, both the request for expedited review and, if granted, the review of the proposal, would be considered by Council's Proposal Review Standing Committee.

The next scheduled meeting of Council is set for 6-7 December 2007.