ACADEMIC COUNCIL MEETING MINUTES
February 9, 2012

Members:

Council Chair:	Ms. Gwen Hoyseth
Council Vice-Chair:	Ms. Jenna Backer
President:	Mr. Don Gnatiuk | ***Notice of Absence***
Vice-President Academics and Research:	Ms. Susan Bansgrove | ***Notice of Absence***
Deans:	Mr. Chris Laue
	Dr. Kazem Mashkournia
	Ms. Jean Nordin
Academic Staff Association:	Mr. Matthew Bain
	Mr. Brian Carreau
	Dr. George Ding | ***Notice of Absence***
	Ms. Linda Duval
	Dr. Rene Gadacz | ***Notice of Absence***
	Ms. Gwen Hoyseth
	Ms. Cara Leaf
	Ms. Dianne McDonald
	Mr. Jeff Nutting
	Dr. Tanvir Sadiq | ***Notice of Absence***
	Ms. Sukhvir Sandhu
	Ms. Theresa Suderman
Students' Association:	Ms. Jenna Backer
	Mr. Dalen Chmilar
	Ms. Lisa Hildebrand | ***Notice of Absence***
	Ms. Amy Lamarche | ***Notice of Absence***
	Ms. Vannessa Maisonneuve | ***Absent***
	Ms. Keslin Park
	Mr. Evan Paul
	Mr. Tony Penton
	Ms. Lydia Sadiq
	Ms. Serena Starrett
Employees' Association:	Ms. Sheila Lock
	Ms. Joanne Porta | ***Notice of Absence***
	Mr. Gordon Pellerin | ***Notice of Absence***

Alberta Union of Provincial Employees:	Ms. Yvonne Peterson | ***Notice of Absence***
	Ms. Monica MacDonald
Community Members:	Mr. Dwight Logan | ***Notice of Absence***
	Ms. Terri Scott
Guest:	Mr. Ali Al-Asadi

3598 CALL TO ORDER

The Chair called the meeting to order at 4:03 p.m.

3599 APPROVAL OF AGENDA

MOVED by Ms. Scott; **SECONDED** by Ms. Backer that the agenda of February 9, 2012 be approved as presented.

CARRIED

3600 MINUTES OF DECEMBER 8, 2011

MOVED by Mr. Nutting; **SECONDED** by Dr. Mashkournia that the minutes of December 8, 2011 be approved as presented.

CARRIED

3601 COMMITTEE REPORTS

CURRICULUM COMMITTEE

Academic Council received the Curriculum Committee minutes of December 15, 2011 for approval.

MOVED by Ms. Nordin, **SECONDED** by Ms. Backer that Academic Council accept the Curriculum Committee minutes of December 15, 2011 as presented.

CARRIED

In approving the December 15, 2011 recommendations of the Curriculum Committee, the following motions were approved:

Motorcycle Mechanic, Pre-Employment

MCM300 3.5(240 hours) Work Experience

Motion: Recommend that Academic Council approve the deletion of MCM300 Work Experience from the Motorcycle Mechanic, Pre-Employment Program; pending AET/AIT approval.

Moved: **C.** Laue **Second:** L. Ashton

CARRIED

Motorcycle Mechanic, Pre-Employment Certificate Program

Motion: Recommend that Academic Council approve the removal of Science 10, Science 14 or equivalent from the program admission requirements

Moved: C. Laue **Second:** L. Ashton

CARRIED

Outdoor Power equipment Technician, Pre-Employment

4.1 Outdoor Power Equipment Technician, Pre-Employment Certificate

Motion: Recommend that Academic Council approve the removal of Science 10, Science 14 or equivalent from the program admission requirements.

Moved: C. Laue **Second:** L. Ashton
CARRIED

SM300 4(320 hours) Work Experience

Motion: Recommend that Academic Council approve the deletion of this course from the Outdoor Power Equipment Technician, Pre-Employment program pending AET/AIT approval.

Moved: C. Laue **Second:** M. McCuaig-Boyd
CARRIED

Millwright/Machinist Pre-Employment

Millwright/Machinist Pre-Employment Program

Motion: Recommend that Academic Council approve the change to calendar description as presented.

Moved: C. Laue **Second:** B. Taylor

NOTE: D. Hoveland noted Machinist is excluded in the description presented to the committee. C. Laue agreed that Machinist should be included.

CARRIED

Academic Upgrading

MA0110 5(5-0-0) HS Mathematics Grade 10 Equivalent (Pure)

Motion: Recommend that Academic Council approve the change in prerequisite to "MA0091 or equivalent math placement test score" and change in calendar description as presented.

Moved: N. Campbell **Second:** S. Bansgrove
CARRIED

MA0113 5(5-0-0) Mathematics Grade 10 -3 Equivalent

Motion: Recommend that Academic Council approve the addition of MA0113 5(5-0-0) Mathematics Grade 10-3 Equivalent.

Moved: N. Campbell **Second:** G. Pellerin
CARRIED

MA0120 5(5-0-0) Mathematics 20-1 Equivalent

Motion: Recommend that Academic Council approve the change of prerequisite from Pure Math 10 to Math 10-C and change calendar description as presented.

Moved: N. Campbell **Second:** G. Whittall
CARRIED

MA0122 5(5-0-0) Mathematics 20-2 Equivalent

Motion: Recommend that Academic Council approve the addition of MA0122 5(5-0-0) Mathematics 20-2 Equivalent.

Moved: N. Campbell **Second:** G. Whittall

CARRIED

MA0123 5(5-0-0) Mathematics 20-3 Equivalent

Motion: Recommend that Academic Council approve the addition of MA0123 5(5-0-0) Mathematics 20-3 Equivalent.

Moved: N. Campbell **Second:** R. Young

CARRIED

Heavy Equipment Service

Heavy Equipment Service Technician Program

Motion: Recommend that Academic Council approve the change in the Heavy Equipment Service program curriculum as presented.

Moved: A. Hagen **Second:** D. Long

Discussion: This change has received AIT approval already. Doris and Marie will work on the wording for the calendar.

CARRIED

HES120 to HES221 Truck & Trailer Suspension and Steering
HES130 to HES231 Air Brakes
HES210 to HES331 Engine Fundamentals
HES220 to HES321 Engine Fuel Systems
HES230 to HES131 Electrical Fundamentals
HES330 to HES251 Air Conditioning Systems

Motion: Recommend that Academic Council approve the change of course numbers and course descriptions for HES120, HES130, HES210, HES220, HES230 and HES330 as presented.

Moved: A. Hagen **Second:** D. Long

Discussion: Questions were raised as to the breakdown of hours for these courses; what percentage is Lecture and what percentage is Lab? All courses in this program are 50 percent Lecture and 50 percent Lab.

CARRIED

HES311 2.5 (40 Hours) Electrical Circuits
HES211 3.5 (60 Hours) Starting and Charging Systems
HES241 2.5(40 Hours) Hydraulic Brakes
HES141 2.5(45 Hours) Hydraulic Fundamentals

Motion: Recommend that Academic Council approve new courses HE311 Electrical Circuits, HES211 Starting and Charging Systems and HES241 Hydraulic Brakes.

Moved: A. Hagen **Second:** M. McCuaig-Boyd

Discussion: These courses are the result of restructuring other courses.
CARRIED

HES121 5(85 Hours) Introduction to Machine Systems
Motion: Recommend that Academic Council approve the addition of new course HES121 Introduction to Machine Systems.
Moved: A. Hagen **Second:** M. McCuaig-Boyd
CARRIED

HES140 4.5 (80 Hours) Fundamental of Hydraulics
HES 320 6(100 Hours) Electrical Systems
Motion: Recommend that Academic Council approve the deletion of HES140 Fundamental of Hydraulics and HES320 Electrical Systems.
Moved: A. Hagen **Second:** M. McCuaig-Boyd
Discussion: Courses split and made into new ones.
CARRIED

HES 150 2(30 Hours) Safety Training
Motion: Recommend that Academic Council approve the change in credits from 1.5 to 2.0 and hours from 25 to 30.
Moved: A. Hagen **Second:** M. McCuaig-Boyd
CARRIED

Fine Arts
Drama (BA Major or Minor)
Motion: Recommend that Academic Council approve the update to the calendar description as presented.
Moved: G. Whittall **Second:** C. McKinnon
CARRIED

Office Administration
Professional Bookkeeping Specialist Diploma
Motion: Recommend that Academic Council approve the program name change to Bookkeeping Specialist Diploma pending AET/AIT approval.
Moved: S. Barr **Second:** R. Young
Discussion: There is no professional designation offered with this program therefore the title is misleading.
CARRIED

Computerized Accounting Assistant Diploma
Motion: Recommend that Academic Council approve the program name change for the Intensive Computerized Accounting Assistant Diploma to Bookkeeping Specialist Diploma pending AET/AIT approval.
Moved: S. Barr **Second:** C. McKinnon
CARRIED

Computerized Accounting Assistant Diploma Curriculum
Curriculum listed in calendar as OA2420 or OA1310 should be OA2420 or OA1320
Editorial changes received for information.

Computerized Accounting Assistant Diploma
Motion: Recommend that Academic Council approve the change to curriculum for the Computerized Accounting Assistant Diploma as presented.
Moved: S. Barr **Second:** B. Hessler
CARRIED

OA1510 1(1.5-0-0) Dental Sciences Terminology
Calendar description change as presented for information

Office Administration software courses
Motion: Recommend that Academic Council approve the removal of all mention of year and version of software from software courses.
Moved: S. Barr **Second:** J. Backer
CARRIED

OA2081 3(0-0-5) Comprehensive Records Management
Motion: Recommend that Academic Council approve the change of course hours from 75 hours to 45 hours.
Moved: S. Barr **Second:** G. Whittall
CARRIED

OA2230 3(0-0-5) Microsoft Publisher and Integrating Microsoft Office 2007
Motion: Recommend that Academic Council approve the course name change to Desktop Publishing and calendar course description change as presented.
Moved: S. Barr **Second:** C. McKinnon
CARRIED

OA2290 3(0-0-5) Microsoft Access and PowerPoint, Expert Level
Motion: Recommend that Academic Council approve the course name change to Microsoft Access Expert.
Moved: S. Barr **Second:** J. Backer
CARRIED

OA2291 3(0-0-5) Microsoft Access and PowerPoint, Comprehensive
Motion: Recommend that Academic Council approve the course name change to OA2291 3(0-0-5) Microsoft Access Comprehensive.
Moved: **S**. Barr **Second:** C. McKinnon
CARRIED

OA2310 3(1-0-2) Legal Office Procedures I
Editorial changes to calendar description presented for information.

OA2320 3(1-0-2) Legal Office Procedures II
Motion: Recommend that Academic Council approve the change to calendar description and the addition of pre-requisite OA2310 Legal Office Procedures I.
Moved: S. Barr **Second:** B. Hessler
CARRIED

OA2430 3(0-0-5) Computerized Bookkeeping II
Motion: Recommend that Academic Council approve the change to course description as presented.
Moved: S. Barr **Second:** R. Young
CARRIED

OA2440 3(0-0-5) Computerized Bookkeeping III
Motion: Recommend that Academic Council approve the change to course description as presented.
Moved: S. Barr **Second:** G. Whittall
CARRIED

Office Management Diploma
Motion: Recommend that Academic Council approve the addition of new Office Management Diploma program pending AET/AIT approval.
Moved: S. Barr **Second:** C. Carter
Discussion: The addition of this program comes from feedback from work experience employers. The OA Advisory Group is supportive of this new program; minutes from those meetings will be sent to Kellan Eckstrom to attach to the PRS submission. OA needs to forward a resource list to the Library as there may be an impact to their resources.
CARRIED

OA3010 3(3-0-0) Office Management I
OA3020 3(3-0-0) Office Management II
OA3900 3(3-0-0) Integrated Projects
Motion: Recommend that Academic Council approve the addition of new courses OA3010 Office Management I, OA3020 Office Management II, OA3900 Integrated Projects pending AET/AIT approval.
Moved: S. Barr **Second:** C. McKinnon
Discussion: Concerns were raised over the three hundred numbering of a diploma course as this is usually used for degree transfer courses. Just because a course has a three hundred course numbering it does not mean other institutions will accept it as a University level transfer; the course must have the rigor within the teaching material. It was suggested by the

committee for the department to renumber these courses at the two hundred levels until they are at the point they can revisit the content of the courses for a University transfer level.

NOTE: Due to investigating new course numbering, the committee will approve these new additions in principle with the understanding the department will bring back new numbering at the next committee meeting.

CARRIED

PEAK

PF2980 3(1-0-2) Advanced Training Methodologies

Motion: Recommend that Academic Council approve the addition of PF2980 Advanced Training Methodologies pending AET/AIT approval.

Moved: R. Kardas **Second:** C. Carter

Discussion: This course would only be taken by diploma students; this course would not transfer to the U of A.

NOTE: Lab hours on form are incorrect; should be 2 hours.

CARRIED

PA1110 1.5(0-0-3) UT Basketball
PA1180 1.5(0-0-3) UT Soccer
PA1310 1.5(0-0-3) UT Badminton
PA1350 1.5(0-0-3) UT Tennis
PA1370 1.5(0-0-3) UT Volleyball
PA1450 1.5(0-0-3) UT Golf
PA1600 1.5(0-0-3) UT Gymnastics
PA1800 1.5(0-0-3) UT Canoeing and Kayaking
PA1810 1.5(0-0-3) UT Cross Country Skiing
PA1820 1.5(0-0-3) UT Indoor Wall Climbing
PA1980 1.5(0-0-3) UT Resistance Training
PA1981 1.5(0-0-3) UT Cardiovascular Training
PA3110 3(0-0-3) UT Analysis and Instruction of Basketball
PA3370 3(0-0-3) UT Analysis and Introduction of Volleyball

Motion: Recommend that Academic Council approve the change in credits from 1.5 to 3.0 for all above noted courses with the exception of PA3110 and PA3370. Further recommend that Academic Council approve the change in course title and descriptions for all above noted courses as presented.

Moved: R. Kardas **Second:** S. Bansgrove

CARRIED

PF1981 1.5(0-0-3) Cardiovascular Training

Motion: Recommend that Academic Council approve the addition of new course PF1981 Cardiovascular Training pending AET/AIT approval.

Moved: R. Kardas **Second:** L. Bombier

Discussion: This course is for the Fitness Leadership students.

CARRIED

Fitness Leadership Curriculum

Motion: Recommend that Academic Council approve the change to curriculum for the Fitness Leadership program by removing PE3070 3(3-0-0) Human Growth and Motor Development from the offerings and replacing it with PF2980 3(0-0-3) Advanced Training Methodologies.

Moved: R. Kardas **Second:** S. Barr

CARRIED

Fitness Leadership Curriculum

Motion: Recommend that Academic Council approve the change to curriculum for the Fitness Leadership program by removing PA1981 1.5(0-0-3) Cardiovascular Training and replacing it with PF1981 1.5(0-0-3) Cardiovascular Training.

Moved: R. Kardas **Second:** L. Bombier

CARRIED

Art and Education

EN1201 3(3-0-0) UT Composition

Motion: Recommend that Academic Council approve the addition of prerequisite of "Successful completion of English 30 (or equivalent of Grade 12 English" and course title change from "Composition "to "Composition and Rhetoric". Further recommend Academic Council accept the change to course description as presented.

Moved: D. White **Second:** C. McKinnon

CARRIED

Nursing Education and Health Studies

Collaborative Bachelor of Science in Nursing

Motion: Recommend that Academic Council approve the change to course sequence for the Collaborative Bachelor of Science in Nursing program as presented.

Moved: B. Hessler **Second:** G. Pellerin

CARRIED

Science

EG1050 3.8(3-0-1.5) 67.5 hours Engineering Design

Motion: Recommend that Academic Council approve the addition of new course EG1050 Engineering Design.

Moved: B. Hunt **Second:** B. Hessler

Discussion: This course will only be offered to Engineering students.

CARRIED

Power Engineering

NOTE: Submissions for this program were submitted for the agenda, but changed at the meeting. The Curriculum Committee members approved in principal the verbally changed submissions with the understanding corrected submissions would be brought forward to attach to these minutes. However, the documents presented to the Chair have some errors on them. After reviewing the new submissions and in light of further changes being brought forward to the committee, the Chair has made the decision to table these items until the January 19th meeting. This will allow all members the opportunity to review the corrected documents.

TABLED

Academic Council received the Curriculum Committee minutes of January 19, 2012 for approval.

MOVED by Ms. Nordin, **SECONDED** by Mr. Penton that Academic Council accept the Curriculum Committee minutes of January 19, 2012 as presented.

CARRIED

In approving the January 19, 2012 recommendations of the Curriculum Committee, the following motions were approved:

Human Services

Advanced Standing – Early Learning and Child Care (ELCC)

Motion: Recommend that Academic Council approves a change to the advanced standing policy for Early Learning and child Care.

Moved: T. Suderman **Second:** V. Maisonneuve

Discussion: The Provincial government is now recognizing a Bachelor of Education Degree as an equivalent to the Level 3 certification so the advanced standing statement is no longer necessary.

CARRIED

Graduation Requirements - ELCC

Motion: Recommend that Academic Council approve a change to the graduation requirements for Early Learning and Child Care program adding a requirement of First Aid in Child Care certification.

Moved: T. Suderman **Second:** G. Whittall

CARRIED

Program Progression – ELCC

Motion: Recommend that Academic Council approve a change to the program progression criteria for the Early Learning and Child Care Program stating that students must achieve a minimum grade of C- on all ELCC courses in order to progress through the program.

Moved: T. Suderman **Second:** R. Young

CARRIED

Program Progression – ELCC Distance

Motion: Recommend that Academic Council approve a change to the program progression criteria for the Early Learning and Child Care Distance Program stating that students must achieve a minimum grade of C- on all ELCC courses in order to progress through the program.

Moved: T. Suderman **Second:** V. Maisonneuve

CARRIED

CD2145 6(0-2-15) 254 Hours Practicum IV

Motion: Recommend that Academic Council approve the addition of First Aid Certification to the prerequisites for CD2145 6(0-2-15) 254 Hours Practicum IV.

Moved: T. Suderman **Second:** V. Maisonneuve

CARRIED

Program Progression – Educational Assistant

Motion: Recommend that Academic Council approve a change to the program progression criteria for the Educational Assistant Program stating that students must achieve a minimum grade of C- on all ELCC courses in order to progress through the program.

Moved: T. Suderman **Second:** G. Whittall

CARRIED

Heavy Equipment Service

Heavy Equipment Service Diploma

Motion: Recommend that Academic Council approve changes to the calendar description for the Heavy Equipment Services Diploma as presented.

Moved: C. Laue **Second:** P. Coristine

Discussion: Student Services will take some liberties with wording and format to ensure consistency with other programs as necessary.

CARRIED

Physical Education, Athletics and Kinesiology

PE3030 3(3-0-0) *UT Pending* 45 Hours Psychology of Sport and Physical Activity

Motion: Recommend that Academic Council approve the addition of PE3030 3(3-0-0) Psychology of Sport and Physical Activity to course offerings pending university transfer approval.

Moved: C. Nicol **Second:** R. Young

Discussion: The instructor qualifications will be changed to "Masters in Physical Education or Equivalent" as discussed by the department on January 6, 2012. The department will forward a course outline with the course name corrected.

CARRIED

Power Engineering

POF 350 15 960 Third Class Work Co-Op

Motion: Recommend that Academic Council approve the addition of POF 350 Third Class Work Co-Op to course offerings in the Power Engineering Program pending approval of the changes to the Power Engineering Program from ABSA and AET.

Moved: C. Laue **Second:** B. Boutilier

CARRIED

POF 351 13 210 Third Class Part B1

Motion: Recommend that Academic Council approve the addition of POF 351 Third Class Part B1 to course offerings in the Power Engineering Program pending approval of the changes to the Power Engineering Program from ABSA and AET.

Moved: C. Laue **Second:** B. Boutilier

CARRIED

POF 361 Third Class Part B2

Motion: Recommend that Academic Council approve the addition of POF 361 Third Class Part B2 to course offerings in the Power Engineering Program pending approval of the changes to the Power Engineering Program from ABSA and AET.

Moved: C. Laue **Second:** B. Boutilier

CARRIED

Power Engineering Co-Op Program

Motion: Recommend that Academic Council approve a change to the name of the Power Engineering Certificate Program to *Power Engineering Co-Op Program* and a change to the calendar description of the program as presented.

Moved: C. Laue **Second:** B. Boutilier

Discussion: The Power Engineering Program is being changed from its current format to give students the option to gain the education and experience necessary to complete either the Power Engineering Third Class *or* Process Operations if they choose upon completion of Power Engineering Fourth Class.

Power Engineering Third Class will be offered at the same time as the Process Operations course as students generally require only one or the other.

CARRIED

POF 331 4 ~~64~~ 60 Math, Applied Mechanics, Thermodynamics
POF 333 4 ~~72~~ 65 Electricity, Controls, Legislation, Codes, Fuels and Combustion
POF 338 ~~3.5~~ 3 ~~58~~ 55 Chemistry, Metallurgy, Valves, Piping, Industrial Drawing, Safety, Fire Regulations

POF 413 3 50 Boilers
POF 415 4 ~~64~~ 59 Safety
POF 416 3 ~~55~~ 51 Piping, Welding, Sketching
POF 419 ~~2.5~~ 2.0 39 Prime Movers and Types of Plants
POF 420 ~~1.5~~ 4 ~~24~~ 45 Electricity
POF 422 ~~1.5~~ 2 ~~28~~ 33 Refrigeration
POF 429 3 50 Practicum
POF 434 ~~1.5~~ 3 ~~28~~ 40 Air Conditioning
POF 434 1 ~~14~~ 15 Technical Communications II
POF 438 ~~2~~ 4 ~~32~~ 60 Process Operations
Power Engineering Program Overview

Motion: Recommend that Academic Council accept the changes made to the presented courses and program content in the Power Engineering Program in principal to allow for submissions to ABSA and AET.

Moved: S. Bansgrove **Second:** C. Laue

Discussion: The changes in this program were submitted last minute for this meeting as there are time limitations in place in order to obtain the necessary program approvals from ABSA and AET. The information presented is accepted in principal by the Curriculum committee and will be reviewed in more detail at the next meeting. Changes will be made as necessary to the information presented in order to facilitate the submission to ABSA and AET and will be brought back to the committee for in-depth review.

CARRIED

RESEARCH PLANNING COMMITTEE
Academic Council received the Terms of Reference for the Research Planning Committee for approval.

MOVED by Dr. Mashkournia, **SECONDED** by Mr. Penton that Academic Council accept the Research Committee Terms of Reference as presented.

CARRIED

3602 INSTRUCTOR EMERITUS

Dr. Desh Mittra
The Science Department submitted a nomination to Academic Council for the designation of Instructor Emeritus for its former colleague, Dr. Desh Mittra.

MOVED by Dr. Mashkournia, **SECONDED** by Ms. Lock, that Dr. Desh Mittra be granted Instructor Emeritus of Grande Prairie Regional College.

CARRIED

3603 OPEN DISCUSSION

- Ms. Backer expressed appreciation that Ms. Park is able to attend the meetings from Jasper via videoconference.

3604 ADJOURNMENT

The meeting was adjourned at 4:21 p.m.

Ms. Gwen Hoyseth, Chair

Ms. Barb Johnston, Records

3598 CALL TO ORDER 2673
3599 APPROVAL OF AGENDA 2673
3600 MINUTES OF DECEMBER 8, 2011 2673
3601 COMMITTEE REPORTS 2673
3602 INSTRUCTOR EMERITUS 2684
3603 OPEN DISCUSSION 2684
3604 ADJOURNMENT 2685