

Academic Council Meeting MINUTES

Tuesday, November 19, 2024

5:00-6:30 PM

Online



Time	Agenda Item	Action	Owner
A. Welcome and Treaty Acknowledgment			
5:05	<p>Attendees: Norma Schneider, Bev Suntjens, Rowena Quedado, Mayme Wong, Souravdeep, Michelle Rentura, Macy Basco, Taranjot Kaur, Melanie Mattila, Nancy Thornton, Wendy Ilott, Angel Eustaquio, Loni Robertson, Greg Eklics, Erin Turnell, Jaison Narang, Hebah Abukhadra, Jadine Sherman, Ryan McKale, Tanya Friesen, Sheena Sereda, Debbie Little, Janelle Morrison, Ama Dogbefou, Marlene Phillips, Rebecca Bock-Freeman, Harmanpreet Kaur, Sanampreet Kaur, Sithara Fernando .</p> <p>Guests: Arlene Eaton-Erickson, Justine Light, Rebecca Benson.</p> <p>Scribe: Nikita Kataria</p> <p>Meeting started at 5:02 PM.</p>		
A.	AGENDA ITEMS		
5:10	<p>1. Approval of Agenda – November 19, 2024</p> <p>o MOTION: That Academic Council approve the November 19, 2024, Agenda as presented.</p> <p>Moved by [Melanie Mattila]. Seconded by [Souravdeep].</p> <p>All in favour. Motion Passed.</p>	Approval	Bev Suntjens
5:12	<p>2. Approval of the Minutes – October 8, 2024</p> <p>o MOTION: That Academic Council approve the October 8, 2024, minutes as presented, with the correction of Marlene's last name.</p> <p>Moved by [Ama Dogbefou]. Seconded by [Taranjot Kaur].</p> <p>20 in Favour. 2 Abstained. Motion Passed.</p>	Approval	Bev Suntjens

3. Social Work Program Admission Requirement Changes

Program Overview: Arlene Eaton-Erickson provided an overview of the Social Work program, emphasizing it as an accredited and approved diploma program in Alberta. She identified the English 30-1 requirement as a significant barrier for prospective and the indigenous learners.

Proposed Admission Change: A review with FOAS revealed that other programs accept English 30-2 as an admission requirement. To reduce barriers, particularly for prospective learners aspiring to join NorQuest, Arlene proposed including English 30-2 as an alternative requirement. She confirmed that all necessary consultations regarding this change have been completed.

Equivalence of English 30-2: Ama Dogbefou asked if English 30-2 is equivalent to ESLG 1861/ English 30-2 is equivalent to 1898. Arlene confirmed the equivalence and explained that this change would enhance access for learners, including Indigenous students. Ama expressed support for the proposal, noting its ability to remove barriers for students pursuing a career in social work.

Engagement with Indigenous Communities: Hebah Abukhadra inquired about plans to inform Indigenous communities of the change. Arlene clarified that the updated admission requirement would be implemented in 2026.

Impact on Transfer Credits: A question was raised regarding the potential impact on transfer credits. Arlene confirmed to the group that the change would not affect transfer credit arrangements.

MOTION —that Academic Council approve the admission requirement Change for the Social Work Diploma as presented

- English Language Arts 30-2 be added to the admission requirements for Fall 2026

5:15

Approval

Arlene Eaton-Erickson

Category	Current Requirements	Approved <New> Requirements
English	60% in English Language Arts 30-1	60% in English Language Arts 30-1
	60% in ESLG 1860	70% English Language Arts 30-1 60% in ESLG 1860

Moved by [Jadine Sherman]. Seconded by [Ama Dogbefou].

	22 in favour. 1 Abstained. Motion Passed.		
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<p>5:45</p>	<p>4. Co-op Load Change for Energy Management & Environmental Technician Programs</p> <p>Current Course Structure: COOP_2150 is presently offered as a 9-credit optional course.</p> <p>Proposed Revision: A proposal has been submitted to reduce the course from 9-credits to 3-credits, with the required work hours adjusted to 480.</p> <p>Rationale for Change: Feedback indicates that the current program is overly demanding for students in terms of work hours and financial costs. The revision aims to address these concerns by reducing the workload and associated demands.</p> <p>Timeline: The proposed changes are scheduled for implementation in Fall 2026.</p> <p>Consultation Process: The following consultations have been conducted for the program.</p> <ul style="list-style-type: none"> ➤ Students – Graduates & Current Students ➤ Industry Partners ➤ PAC ➤ Program Faculty ➤ WILCEC Team ➤ Office of the Registrar ➤ Cross Faculty Education ➤ Program & Curriculum Sub Committee ➤ Deans Council <p>Hebah Abukhadra inquired whether the reduced credit course would be acceptable to employers. Sithara Fernando clarified that most post-secondary institutions offer a 3-credit program, which is widely accepted by the employers.</p> <p>Sithara also highlighted that the 3-credit course aligns with current visa conditions, allowing students to work after completing the program as of now.</p> <p>It was asked whether the 3-credit program would remain optional. Sithara confirmed that it would continue to be an optional course for students.</p> <p>Next Steps:</p> <ul style="list-style-type: none"> ➤ Submit to the Executive Team for approval. ➤ Submit to the Advanced Education for the final approval. ➤ Work with the Office of the Registrar to implement the changes once approved. <p>MOTION: that Academic Council approve and recommend approval to Executive Team the load change to COOP 2150 for the Energy Management and Environmental Technician programs.</p> <p>Moved by [Marlene Phillips]. Seconded by [Hebah Abukhadra].</p>	<p>Approval</p>	<p>Sithara Fernando & Justine Light</p>
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	All in favour Motion Passed.		
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<p>6:00</p>	<p>5. Environmental Technician Diploma Program Change</p> <p>Program Update and Accessibility: The 2-year diploma program is undergoing updates to align with industry needs and provide a clear pathway for learners. Extensive community consultations over the past year have highlighted the need for accessibility improvements, ensuring that classrooms are inclusive and accessible to all.</p> <p>Curriculum Relevance and Flexibility: Efforts are being made to collaborate with students and industry partners to ensure the curriculum teaches relevant skills. Proposed changes include updating course content and names (e.g., ENVI 2400 and ENVI 2401) to better reflect the program's goals. Additionally, Term 4 classes will include electives, giving students more flexibility and enabling the introduction of new courses later.</p> <p>Specific Course Changes</p> <p>NBA 24100 Global Information Systems (Environment Physics)</p> <ul style="list-style-type: none"> ➤ The course content remains unchanged. ➤ Adjustments are being made to clarify the course's focus and purpose explicitly. <p>NV2100 Physics Lab to Wildlife Management Lab</p> <ul style="list-style-type: none"> ➤ The NV2100 Physics Lab course will be renamed to Wildlife Management Lab. ➤ Additional lab hours will be incorporated, focusing on hands-on experiences with wildlife, in partnership with the Royal Alberta Museum. <p>Term 3 Field School (9-Credit Course)</p> <ul style="list-style-type: none"> ➤ The field school spans three weeks, focusing on practical skills such as plant reclamation and restoration of areas impacted by fire. ➤ No changes are being made to the course. However, plans include converting some classes into electives and introducing new courses in the future. <p>Contingencies: Student progress plans are in place for those falling off track, with tracking managed by the Program Advisor.</p> <p>Curriculum Development: Development is completed within service time, with Year 1 courses scheduled for Winter/Spring 2025 and Year 2 courses for Winter/Spring 2026.</p> <p>Question on Block Enrolment: Sheena Sereda asked for clarification on block enrolment. Sithara Fernando responded that block enrollment ensures students have their designated program and classes reserved, helping them make decisions and progress in their academic journey. Program Advisors play a crucial role in tracking students' progress and guiding them, especially for those aiming for university transfer programs.</p>	<p>Approval</p>	<p>Sithara Fernando & Justine Light</p>
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Key Considerations: A communication plan is in place to address the implications of block enrolment. Additionally, students with prior degrees are not required to start the program from scratch, providing flexibility for advanced learners.

Consultation Process: The following consultations have been conducted for the program.

- Students – Graduates & Current Students
- Industry Partners
- PAC
- Program Faculty
- WILCEC Team
- Office of the Registrar
- Cross Faculty Education
- Program & Curriculum Sub Committee
- Deans Council

Future Planning: Once the architecture is established, the next phase will focus on exploring additional opportunities and pathways available to diverse groups.

Next Steps:

- Submit to the Executive Team for approval.
- Submit to the Advanced Education for the final approval.
- Work with the Office of the Registrar to implement the changes once approved.

MOTION - that Academic Council approve the proposed program changes for the Environmental Protection Diploma.

Moved by [Sheena Sereda]. Seconded by [Melanie Mattila].

All in favour. **Motion Passed.**

	<p>6. Academic Council: Terms of Reference</p> <p>Updates: Bev Suintjens reported ongoing work on updating the Terms of Reference (TOR). The version with tracked changes was included in the package for review. She emphasized the importance of having an updated TOR to keep pace with the rapid changes currently taking place in the organization.</p> <p>Program Change Levels: Rebecca Bock Freeman inquired about the difference between Level 1 and Level 2 program changes, particularly in terms of language and implementation. Bev explained that the differences are outlined in the program change procedure and are based on the required level of approval. This framework was discussed during the SALT meeting and has been incorporated into the updated TOR. Rebecca Benson further clarified that Level 1 changes are minor, while Levels 2 and 3 represent major changes.</p> <p>6:20 Diversity in Decision-Making: Hebah Abukhadra asked about the strategies to encourage greater diversity in the decision-making process, particularly among students and faculty. Bev responded that when seeking new members for the Academic Council (AC), candidates are carefully selected, with representation requested from SANQC and the Faculty Board to ensure inclusivity and broad participation.</p> <p>After Academic Council approval, the updated Terms of Reference will be subject to Carolyn Campbell’s review and approval.</p> <p>MOTION: that Academic Council approve the presented Academic Council: Terms of Reference.</p> <p>Moved by [Jadine Sherman]. Seconded by [Hebah Abukhadra].</p> <p>24 in favour. 1 Abstained. Motion Passed.</p>	Approval	Bev Suintjens
6:38	<p>Meeting Adjourns Moved by Janelle Morrison. Meeting ended at 6:02 PM.</p>		