



**MEDICINE HAT COLLEGE**  
**Board of Governors – General Academic Council**

**MINUTES**  
**October 4, 2022**

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Administration

Members: Kevin Shufflebotham, President & CEO (Chair)  
Wayne Resch, Vice President, Administration & Finance  
Clay Bos, Dean, School of Arts, Science & Education/Acting Vice President  
Academic & Provost  
Sandy Henderson, Dean of Student Services/Registrar  
Jason Openo, Dean, School of Health & Community Services  
Chad Flinn, Dean, School of Trades & Technology  
Timothy Spielman, Dean, School of Business & Continuing Studies

Faculty Members: Linda Tooth, School of Business & Continuing Studies  
Jason Bonogofsky, School of Trades & Technology  
Mark Kaethler, School of Arts, Science & Education  
Kate Squires, School of Health & Community Services  
Serena Cataldo, School of Health & Community Services  
Stan Hansen, School of Trades & Technology

Student Members: Alysha Kuntz, Students' Association President  
Lily Schaerer, Students' Association VP Internal  
Shivam, Students' Association VP External  
Kannan Stickel, Students' Association VP Community  
Carolyn Marr, Student Council Representative  
Marnie Gatfield, Student Council Representative  
Mizuki Iwata, Student Council Representative

Guests: Hadija Drummond, Director, International Education

Regrets: Jason McLester, School of Arts, Science & Education  
Colleen Whidden, School of Arts, Science & Education  
Abdul Qaderi, Student Council Representative

Administrative  
Resource: Paula Forsythe, Executive Assistant, Vice President Academic & Provost

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**1. CALL TO ORDER**

The Chair called the meeting to order at 10:01 am.

**2. APPROVAL OF THE AGENDA**

Changes to the agenda: item #6.2 will be changed from 'Faculty Association Update' to: Faculty Update.

Additions to the agenda: item #7.2: Curriculum Committee (Sandy Henderson).

Hearing no further changes or additions to the agenda; the motion for approval was called.

**Motion: (M. Kaethler)**

**“That the agenda of the General Academic Council meeting of October 4, 2022 be adopted as amended.”**

**CARRIED**

### **3. APPROVAL OF THE MINUTES**

The Chair called for any errors or omissions to the minutes from the May 10, 2022 meeting. Changes to the minutes: on page 4; the title of item #4.2 will be changed to: Faculty Update, Linda Tooth, School of Business & Continuing Studies.

Hearing no further changes, the motion for approval was called.

**Motion: (C. Flinn)**

**“That the minutes of the General Academic Council meeting of May 10, 2022 be adopted as amended.”**

**CARRIED**

### **4. GAC ORIENTATION**

Kevin gave a PowerPoint presentation including background information on GAC and its subcommittees, duties of GAC; as well as the Post-Secondary Learning Act (PSLA). PSLA and GAC ToR provided for reference.

### **5. 2021-22 GAC MEETING TIMES**

Everyone agreed that 10:00am – 12:00pm on a Tuesday would work well for the next meeting. We will continue with that meeting time for now and if we need to adjust it next semester due to changes with members' availability, etc.; we can do so.

### **6. EXECUTIVE UPDATE**

#### **6.1 Executive Administration**

Kevin Shufflebotham, President & CEO

Enrolment is strong this year; up by 2.3%. FLE for fall is up by 40 which means we are meeting regional needs. Thank you to everyone for this collective effort and the great work that has been done to achieve this.

Jason Openo has accepted the position of Dean, School of Health & Community Services and has started in the position just this week – Congratulations Jason!

Dr. Nancy Brown has accepted the position of Vice President Academic & Provost and we are excited to welcome her back to MHC on November 14, 2022. She will be a great addition to our team.

There has been a lot of transition in the academic portfolio over the summer. Thank you to the Senior Academic Leadership Team for the seamless coverage.

We recently had our Indigenous naming ceremony which was a great experience and we are so lucky to have this new addition to our campus. The name for the new space is Big Eagle.

The official HWAE Grand Opening will take place on October 25<sup>th</sup>; mark your calendars!

Priorities for GAC this year:

- Finalize the Academic Plan
- Autonomous degrees
- New program development: Data Analytics and Sustainable Energy Systems scheduled to launch in Fall 2023
- Implement WIL framework

Clay Bos, Acting Vice President Academic & Provost

Clay will be acting as VPA& Provost until November 14<sup>th</sup> when Dr. Nancy Brown will start at MHC. As Jason Openo has accepted the position of Dean, School of Health & Community Services; we will be looking to fill the vacant position of CITE Director soon.

We recently had a follow-up meeting with CAQC regarding our self-study in pursual of a Bachelors' Degree in Paramedicine. Work is ongoing with the recommendations provided to us by CAQC.

New apprenticeship expansion programs (launching in Fall 2023):

- Sustainable Energy Systems Professional (60% taught in industry; offered a bit different than other programs as classes will occur evenings and weekends)
- Data Analytics

It's great to see staff and students in the hallways again now after the past couple of years. This will also bring some challenges so we will continue to monitor things and work through them as necessary.

Wayne Resch, Vice President Finance & Administration

ERP Project: Payroll, Finance and Human Resources systems have been implemented and we are looking at student systems next, however; it is taking a bit longer than originally anticipated.

HWAE: for the most part; phase 1 is now complete. There is still a bit of clean up to be done and we are still working to remedy some issues with fire regulations/building capacity.

Work will begin soon on the 2023-24 budget; meetings will begin in November.

**6.2 Faculty Update**

Linda Tooth, School of Business & Continuing Studies

Some faculty are hearing of some student expectations now that we are post-covid, and this is causing some challenges. Things are different now and we will need to determine some

solutions in order to move forward. *(Clay indicated that there will be some communication going out soon with regard to post-covid expectations and operations).*

We are working with a lot of new part-time faculty and getting them up to speed.

### **6.3 Student Update**

#### Alysha Kuntz, Students' Association President

We attended a conference for AB student councils and were able to have a voice in selecting priorities and goals that are important to students.

#### Provincial Goals:

- Linking tuition to the long-run rate of inflation. We are interested to see how this goes over the next couple of years.
- Advocating for meaningful consultation.
- Increasing funding for WIL so that institutions can incorporate more of these opportunities.

#### Federal Goals:

- International student traction: currently international students are only allowed to work 20 hours off campus, which creates issues around timing with employment after graduating, etc.
- Increased student financial assistance.
- Increased Indigenous student supports.

Alysha attended a conference in Toronto which led to a new program the Students' Association is offering which provides a large variety of counselling services, goal setting, etc. This is great as people can talk to someone instantly without having to wait for an appointment. We are excited to be able to offer these services to everyone on campus.

We are finding that students are really wanting to get involved with events and volunteering this year which is great to see post-covid.

## **7. NEW BUSINESS**

### **7.1 HONORARY APPLIED DEGREE COMMITTEE**

This Committee is chaired by the Vice President Academic & Provost. The President, as well as the Executive Director, Advancement & Community Relations are also members of the Committee and we will need one faculty member from GAC, as well as one student from GAC to participate. Students and faculty: please communicate this information and let us know of a student and faculty member who would like to participate. This is an important committee and it's not a huge time commitment as there are only one or two meetings that members will need to attend.

If anyone knows of someone worthy of an MHC Honorary Applied Degree, please let us know and we can work with you to complete a nomination form if needed.  
(Terms of Reference provided for information)

## **7.2 CURRICULUM COMMITTEE**

The main role of this committee over the years has been to review any proposed course/program changes and we've had many discussions around the table, around exactly what items really need to be brought to the Committee. The first meeting this year will be on October 24<sup>th</sup> and there will be some changes to the Terms of Reference that Sandy will discuss with the Committee.

Membership: five faculty members have been identified to participate this year, but we still need one more faculty member from GAC, as well as a dean and one student from GAC. Please contact Sandy or Lana for more information of if you would like to participate on the Committee.

## **8. DISCUSSION TOPICS/PRESENTATIONS 2021-22**

Chad Flinn and Clay Bos provided a presentation: Version 1.0 of the Academic Plan.

- Many engagement sessions held on campus with the Senior Leadership Team (SLT), the Senior Academic Leadership Team (SALT) as well as students, faculty & staff before work began.
- The model of the Plan includes the purpose, three goals and the six frames that relate to those goals.
- SALT will be working with our new VPA Dr. Brown, on next steps for the Academic Plan and ensure work continues within the frames identified.

## **9. FOR INFORMATION**

### **9.1 2021-22 Approved Motions**

## **10. ADJOURNMENT/NEXT MEETING**

The meeting was adjourned at 11:26 am.

Next meeting: TBD

### **MOTION: (S. Henderson)**

**“That the October 4, 2022 General Academic Council meeting be adjourned”.**

**CARRIED**