



# MEDICINE HAT COLLEGE

## General Academic Council

### MINUTES

January 22, 2024

Crowfoot Room

10:00 am – 12:00 pm

1. The Chair called the meeting to order at 10:03am.

#### 2. APPROVAL OF AGENDA

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

*Motion: (M. Blair)*

*“That the agenda of the General Academic Council meeting of January 22, 2024, be adopted as presented.”*  
**CARRIED**

#### 3. APPROVAL OF MINUTES – November 27, 2023

Hearing no changes to the minutes; the motion for approval was called.

*Motion: (C. Flinn)*

*“That the minutes of the General Academic Council meeting of November 27, 2023, be adopted as presented.”*  
**CARRIED**

#### 4. UPDATES

##### Executive Administration (Dr. Nancy Brown)

- The Kinesiology Diploma proposal has now been approved. A big thank you to Clay Bos and Lori Sumners for all their hard work in leading this process.
- A request was submitted CAQC to remove the original proposal for the Paramedicine Degree from their system/process, as we continue to prioritize degree offerings at MHC. We've learned, however; that it cannot be withdrawn and the only available options once a proposal is submitted, is for it to be approved with options, or not approved at all. Because of this, the Paramedicine proposal will be left as-is until we are in the position to submit a new proposal.
- Ignite event taking place today from 3-5pm in The Library; poster presentation to learn about MHC classroom activities and program outcomes. (Posters will remain up until Jan.26). A big thank you to Lorelei Boschman for all of her work in coordinating this event.
- This year we launched the Research & Scholarly Activity awards; deadline for nominations is March 1, 2024. We encourage you to nominate yourself or others for these awards. Thank you to Mark Kaethler and Lesley Mackie for their assistance with this.
- International student numbers/goals: there was an announcement this morning stating that Canada will be decreasing the number of international student permits. We will be reviewing details and will see where we are at and will continue to monitor this closely. Updates will be provided as we learn more.

##### Faculty Update (Dr. Jana Smith Elford)

- We've been hearing from a lot of faculty members who started this semester a bit tired due to the condensed time between semesters and a lack of time to relax and prepare for the coming semester.
- Various faculty have been having conversations around issues with academic integrity and AI. Some of the issues include impacts on grading, inappropriate use of AI (some appropriate), citing, etc. The Humanities & Social Sciences department will be discussing appropriate uses of AI at their next department meeting.

##### Student Update (Lily Schaerer)

- Banger Bingo is the next event we will be hosting in February.
- Elections are coming up; nominations open in February. We've reviewed the job descriptions for the Students' Association Executive and have updated them for the incoming members.
- We are seeing an average number of student appeals at the moment, however; some are taking longer to complete than usual and some seem to progress into other issues.

## 5. CURRICULUM COMMITTEE

### 5.1 Minutes: December 2023, January 2024

- Provided for information.

### 5.2 Proposed New Terms of Reference

- Much discussion has taken place recently and a few changes are being proposed at this time.
- Still some confusion around standard program changes vs. major program changes. Any major program changes (changes to a diploma or delivery, change in length of credential) need to go to government for approval, but standard changes (credit changes, course changes) do not require gov't approval.
- For this year, we are currently at the end of the process for changes so we will have time to further clarify what is meant by standard/major program changes.
- The Curriculum Committee will be revamping the program change process and will work to streamline it more in future.

**Motion: (S. Henderson)**

***“That General Academic Council approve the revised Terms of Reference of the Curriculum Committee.”***  
**CARRIED**

### 5.3 Nomination of GAC Member for Curriculum Committee

- Sandy nominated Peter Kelly as the faculty member from GAC to participate on the Curriculum Committee, and Peter accepted.

**Motion: (S. Henderson)**

***“That General Academic Council approve Peter Kelly as the Faculty member from GAC for the Curriculum Committee.”***  
**CARRIED**

### 5.4 Curriculum Change Quick Reference Flowchart

- Revised copy provided for guidance; does not require GAC approval.

### 5.5 New Programs

#### 5.5.1 Data Analytics for Business Certificate

We previously received funding for apprenticeship-style programming and had originally proposed a diploma, however; the registration was not looking good. Morgan worked with her Team to revamp the program/proposal from to a certificate rather than a diploma and made it more broadly applicable and not so focused on one specific area. Presenting this to GAC now, before it goes forward for final approval by the Board of Governors and government. (Note: 3<sup>rd</sup> page; “DATA 170 Applied Field Placement II” will be revised to read “DATA 175 Applied Field Placement II”).

**Motion: (S. Henderson)**

***“That GAC refer the Data Analytics for Business Certificate as amended, to the Board of Governors for discussion.”***  
**CARRIED**

#### 5.5.2 Post-Diploma Certificate in Marketing & Design

This proposal was the result of work done by faculty in the Art & Design and Business programs and is for students who have already completed the diploma and are seeking additional, specialized training.

**Motion: (S. Henderson)**

***“That GAC refer the proposed Post-Diploma Certificate in Marketing & Design to the Board of Governors for discussion”.***  
**CARRIED**

### 5.6 Program Suspensions/Terminations

#### 5.6.1 Sustainable Innovation (Suspension of Business & Science Majors)

This was a new program in recent years; developed with 2 majors but as it was operationalized, we realized it made more sense to have one stream instead which encompasses both majors. Recommending the suspension of the specializations at this time.

**Motion: (S. Henderson)**

***“That GAC refer the proposed suspension of the Sustainable Business Innovation and the Science and Innovation for Sustainable Development majors within the Sustainable Innovation Diploma, to the Board of Governors for discussion”.***  
**CARRIED**

### 5.6.2 Agroecology Diploma (Suspension)

New program approved in 2019 but unfortunately it has never run. Submitting a suspension now will allow us to re-evaluate what needs to be done for this going forward.

**Motion: (S. Henderson)**

***“That GAC refer the proposed suspension of the Agroecology Technician Diploma to the Board of Governors for discussion”.***

**CARRIED**

### 5.6.3 Data Analytics for Business Diploma (Termination)

A recommendation is being made to terminate this diploma as it is being revamped into a certificate.

**Motion: (S. Henderson)**

***“That GAC refer the proposed termination of the Data Analytics for Business Diploma to the Board of Governors for discussion”.***

**CARRIED**

## 6. NEW BUSINESS

### 6.1 Proposed Academic Schedules

#### 6.1.1 2024-25 Academic Schedule

One change made: dates added to summer term (Spring May & May/June sessions). With January intakes increasing, there will be an additional New Student Orientation added (2024-25: Friday Jan.3, 2025)

**Motion: (S. Henderson)**

***“That GAC approve the 2024-2025 Academic Schedule as amended”.***

**CARRIED**

#### 6.1.2 2025-26 Academic Schedule

- The NSO addition will be made to the 2025-26 schedule, similar to 2024-25 (Friday Jan.2, 2026).

**Motion: (S. Henderson)**

***“That GAC approve the 2025-2026 Academic Schedule as amended”.***

**CARRIED**

### 6.2 Program Coordination (1.6) Rescind

- A stakeholder session was held prior to Christmas to gain feedback on rescinding the policy; bringing to GAC today for input.
- The policy is out of date; discussed with academic chairs and program coordinators and a working document (item #6.3) was created to guide the work of chairs and coordinators. The document will be a flexible, guiding document in place of the formal policy (1.6).
- GAC Feedback:
  - No job/role description in the guiding document.
  - Possible checklist in future for new coordinators?
  - Coordinator release hours? Work is ongoing on this; currently left to the dean to determine.

### 6.3 Roles & Responsibilities for Program Coordinators and Academic Chairs

- *For information.*

## 7. DISCUSSION TOPIC

### • Trades & Technology Update

Chad Flinn, Dean, School of Trades & Technology, presented on the Trades programs (pathways, apprenticeships), provincial seat allocation, partnership with AIT, changes within the system/processes, etc. *(The presentation will be included with the Minutes in the next agenda package)*

## 8. ADJOURNMENT / NEXT MEETING

- The Chair adjourned the meeting at 11:38am.
- Next meeting: April 2, 2024.