



ACADEMIC COUNCIL AGENDA

Thursday, 15 September 2022

4:00 – 6:00 pm

Room E211 & ZOOM

	DISCUSSION ITEM	STATUS	RESPONSIBLE
1.	Call to Order		Chair
2.	Agenda	For Approval	Chair
3	Minutes of 5 May 2022 - Attached	For Approval	Chair
4.	<p>Committee Reports</p> <p>4.1 Co-Curricular Committee</p> <p>4.2 Curriculum Committee</p> <p>4.2.1 Curriculum Committee Minutes of 6 September 2022 – Attached (Separate SharePoint link will be included for complete Minutes & Agenda Pkg)</p> <p>4.2.2 Standard length of time to complete a program – Refer to (1.13) & (2.16) in attached Minutes of 6 September 2022.</p> <p>4.3 Program Review Committee</p> <p>4.4 Nominating Committee</p> <p>4.4.1 Verbal Report</p>	<p>For Recommendation to Send to BOG(Motion)</p> <p>Information</p>	<p>Dr. Vanessa Sheane</p> <p>Dr. Julia Dutove</p>
5.	<p>New Business</p> <p>5.1 Nominations & Voting – Nomination Slate – Attached</p> <p>5.1.1 Chair Position</p> <p>5.1.2 Vice-Chair Position</p> <p>5.1.3 Vacant Positions</p> <p>5.2 Enrollment Update</p> <p>5.3 Instructor Emeritus</p> <p>5.3.1 Libero Ficocelli (Consent, letter from Chair & Dean, Science Minutes)</p> <p>5.3.2 Mr. Rene Gadacz-Gould Carried from last meeting</p>	<p>For Approval/Motion</p> <p>Information</p> <p>Discussion/Motion</p>	<p>Chair/All</p> <p>Dr. Vanessa Sheane</p> <p>Chair/All</p>
6.	<p>Trend in Higher Education Discussion</p> <p>6.1 Misconduct Focusing on Plagiarism</p>	Discussion	Ms. Lesley Brazier/All

	6.2 Topic for next meeting	Discussion	Chair/All
7.	Open Discussion	Discussion	Chair/All
8.	Next Meeting - 3 November 2022		Chair
9.	Adjournment	For Approval (Motion)	Chair

ACADEMIC COUNCIL MEETING MINUTES
5 May 2022

Members:

<u>Council Chair:</u>	Dr. Julia Dutove	
<u>Council Vice-Chair:</u>	Mr. Jeremy Parker	Notice of Absence

<u>President:</u>	Mr. Justin Kohlman	Notice of Absence
<u>Provost and Vice-President Academic:</u>	Dr. Vanessa Sheane	
<u>Deans:</u>	Dr. Brian Redmond	
	Dr. Carly McLeod	

<u>Director, Student Services:</u>	TBD	
<u>Academic Staff Association:</u>	Dr. Julia Dutove	
	Ms. Lesley Brazier	
	Mr. Jeremy Parker	Notice of Absence
	Dr. Craig Smith	
	Mr. Brent Boutilier	Notice of Absence
	Ms. Deena Honan	
	Ms. Theresa Suderman	
	Ms. Lorelle Warr	
	Dr. Elena Voskovskaia	
<u>Alternates:</u>	Ms. Tamara Van Tassell	
	Ms. Terrah Lindsay	
	Ms. Cara Leaf	
	Dr. Shawn Morton	

<u>Students' Association:</u>	Mr. John Tiede	Notice of Absence
	Ms. Brooklyn Broaders	
	Mr. Tyler Barr	Notice of Absence
	Mr. Jordan Drake	Notice of Absence
	Mr. Josh Winland	
	Ms. Liberte Tiede	Notice of Absence
	Ms. Sara Yelligadu	Notice of Absence
	Ms. Saransh Kapoor	Notice of Absence
	Ms. Nneka Nwaigwe	Notice of Absence
	Mr. Daniel Bekele	Notice of Absence
<u>Alternates:</u>	TBD	

<u>Employees' Association:</u>	Ms. Lana Bennett	Notice of Absence
	Ms. Lisa Hollis	Notice of Absence

<u>Alternate</u>	Ms. Tanya Kinderwater	
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<u>Alberta Union of Provincial Employees:</u>	Ms. Lin Roy	
<u>Alternate:</u>	Ms. Lynette Tye	Notice of Absence
<u>Community Members:</u>	Ms. Dianne McWatt	
	Ms. Sasha Dorscheid	
<u>Non-Voting Guests:</u>	Ms. Megan Slifka	

4171 CALL TO ORDER

The In-Person & ZOOM Academic Council meeting was called to order at 4:00 pm.

4172 AGENDA

Item 7.4 to be removed. The agenda was **APPROVED** as presented by consensus.

CARRIED**4173 MINUTES OF 3 FEBRUARY 2022**

The Minutes of 3 February 2022 were **APPROVED** as presented by consensus.

CARRIED**4174 COMMITTEE REPORTS****Curriculum Committee**

Academic Council received The Curriculum Committee Minutes for 20 April 2022.

MOTIONED by Dr. Vanessa Sheane; **SECONDED** by Ms. Lorelle Warr to Recommend to the Board of Governors to **APPROVE** the recommendations from the 20 April 2022 Curriculum Committee meeting as presented.

MOTION was **AMENDED** to include amending Item 8.2 in the Curriculum Committee Minutes, Item 2 to “MU1560 and MU1250 or permission from the department” and to also list this item under the School of Applied Science and Technology.

CARRIED

Dr. Carly McLeod presented a slideshow regarding Focus/Emphasis/Concentration. Discussion followed.

MOTIONED by Dr. Carly McLeod; **SECONDED** by Ms. Deena Honan that moving forward we call an intentional group of electives an ‘Emphasis’ in our programs.

CARRIED**4175 POLICY & RECOMMENDATIONS****ACADEMIC ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES POLICY**

MOTIONED by Dr. Vanessa Sheane; **SECONDED** by Ms. Deena Honan that Academic Council **Recommend** to the Board of Governors to **APPROVE** the revised Academic Accommodations for Students with Disabilities Policy as presented.

CARRIED

COURSE MANAGEMENT POLICY

MOTIONED by Dr. Vanessa Sheane; **SECONDED** by Ms. Deena Honan that Academic Council **Recommend** to the Board of Governors to **Approve** the revised Course Management Policy as presented.

CARRIED

STUDENT RIGHTS AND RESPONSIBILITIES POLICY

MOTIONED by Dr. Vanessa Sheane; **SECONDED** by Ms. Brooklyn Broaders that Academic Council **Recommend** to the Board of Governors to **Approve** the updated Student Rights and Responsibilities Policy as presented with the updated signature changed to NWP.

CARRIED

TUITION AND FEES POLICY

MOTIONED by Dr. Vanessa Sheane; **SECONDED** by Ms. Lorelle Warr that Academic Council **Recommend** to the Board of Governors to **Approve** the revised Tuition and Fees Policy as presented.

CARRIED

ACADEMIC SCHEDULE POLICY AND PROCEDURE

MOTIONED by Dr. Vanessa Sheane; **SECONDED** by Ms. Deena Honan that Academic Council **Recommend** to the Board of Governors to **Approve** the revised Academic Schedule Policy and Procedure as presented with the 9.3 removed and spacing corrected.

CARRIED

ACCESS TO CONFIDENTIAL STUDENT RECORDS INFORMATION POLICY

MOTIONED by Dr. Vanessa Sheane; **SECONDED** by Mr. Josh Winland that Academic Council **Recommend** to the Board of Governors to **Approve** the revised Access to Confidential Student Records Information Policy as presented.

CARRIED

ATHLETIC ELIGIBILITY STANDARDS POLICY

MOTIONED by Dr. Vanessa Sheane; **SECONDED** by Ms. Brooklyn Broaders that Academic Council **Recommend** to the Board of Governors to **Approve** the revised Athletic Eligibility Standards Policy as presented with the revision in 3.1 to be changed to NWP.

CARRIED

PARTNERSHIP AND COLLABORATION POLICY

MOTIONED by Dr. Vanessa Sheane; **SECONDED** by Ms. Lorelle Warr that Academic Council **APPROVE** the **Removal** of the Partnership and Collaboration Policy.

CARRIED

RESEARCH GRANTS POLICY

MOTIONED by Dr. Vanessa Sheane; **SECONDED** by Ms. Lorelle Warr that Academic Council **APPROVE** the **Removal** the Research Grants Policy.

CARRIED

PEER REVIEW PUBLICATION POLICY

MOTIONED by Dr. Vanessa Sheane; **SECONDED** by Ms. Lorelle Warr that Academic Council **APPROVE** the **Removal** the Peer Review Publication Policy.

CARRIED

DISTANCE EDUCATION POLICY

MOTIONED by Dr. Vanessa Sheane; **SECONDED** by Ms. Brooklyn Broaders that Academic Council **APPROVE** the **Removal** the Distance Education Policy.

CARRIED

COURSE ACCESS POLICY

MOTIONED by Dr. Vanessa Sheane; **SECONDED** by Ms. Brooklyn Broaders that Academic Council **APPROVE** the **Removal** the Course Access Policy.

CARRIED

4176 NEW BUSINESS

ENROLLMENT UPDATE

Dr. Vanessa Sheane did not have an update but said there would be information available in June.

INSTRUCTOR EMERITUS

Academic Council received a recommendation to approve eligible retired NWP faculty to receive Instructor Emeritus status.

MOVED by; Ms. Lesley Brazier and **SECONDED** by; Mr. Josh Winland that, Academic Council approve Dr. Rene Gadacz-Gould to receive Instructor Emeritus. More information is needed, and Dr. Denise Nowicki and Dr. Daryl White will be invited to the next Academic Council meeting.

TABLED

ACADEMIC COUNCIL BYLAWS

Revisions include the removal of sub-committee Terms of Reference and operational procedures being put into appendixes.

MOTIONED by Dr. Vanessa Sheane; **SECONDED** by Ms. Deena Honan that Academic Council **Recommend** to the Board of Governors to **APPROVE** the revised Academic Council Bylaws as presented with 1.2.2 Students Association name being updated to NWPSA and 3.9.3 having 'college' changed to 'polytechnic'.

CARRIED

ACADEMIC COUNCIL SUB-COMMITTEE TERMS OF REFERENCE (TOR)

MOTIONED by Dr. Vanessa Sheane; **SECONDED** by Mr. Josh Winland that Academic Council **APPROVE** the changes to the Sub-Committee TOR's as presented with grammar corrections made.

CARRIED

2022-2023 ACADEMIC COUNCIL MEMBERSHIP

MOTIONED by Ms. Lorelle Warr; **SECONDED** by Ms. Deena Honan that Academic Council **Recommend** to the Board of Governors to **APPROVE** the 2022-2023 Academic Council Membership as presented with the corrections made to include Mr. Misha Alberta as a regular ASA member and Daniel Bekele as SAVP.

CARRIED

2022-2023 ACADEMIC COUNCIL MEETING DATES

September 8, 2022
 November 3, 2022
 December 1, 2022 (Only if required)
 February 9, 2023
 May 11, 2023

Dates are for information only.

IMPORTANT DATES

Conversation was held regarding moving Convocation to June instead of March and to combine both campuses into one big event.

MOTIONED by Ms. Megan Slifka; **SECONDED** by Mr. Josh Winland that Academic Council **Recommend** to the Board of Governors to **APPROVE** the revision to 2022-2023 Important Dates (June Convocation) as presented.

CARRIED

4177 TREND IN HIGHER EDUCATION DISCUSSION

Centre for Teaching and Learning

Ms. Lorelle Warr presented the draft TOR and asked for feedback. Some points that were brought up:

- Discussion about the use of 'andragogy', possibly change the language.
- Membership or Advisory Council - Indigenous Services, Accessibility Services
- Faculty Fellows application process or have 1 representative from each school
- Each school should have representation – membership process to be determined
- Point of CTL – faculty driven
- Academic Council is first consultation so far, haven't approached other committees yet.

TOPIC FOR NEXT MEETING:

Misconduct focusing on plagiarism

Ms. Lesley Brazier will work on an information sheet to be ready to attach to next meeting agenda.

4178 OPEN DISCUSSION

Nothing was discussed

4179 ADJOURNMENT

Meeting adjourned by consensus at 6:02 pm.

Dr. Julia Dutove, Chair

Ms. Terri Trask, Records

4171	CALL TO ORDER	3235
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CURRICULUM COMMITTEE

Tuesday, 6 September 2022

4:00 – 6:00pm

Location: E211 & Zoom

Attendees:

Chair Ms. Megan Slifka
Records Ms. Marcia Aldred

Dr. Vanessa Sheane
Dr. Carly McLeod*
Dr. Brian Redmond
Dr. Harrison Applin
Ms. Caitlin Hartigan
Ms. Brooklyn Broaders

Ms. Theresa Suderman
Ms. Deena Honan
Ms. Elena Voskovskaia
Mr. Misha Albert
Ms. Carolyn Vasileiou

Dept Chairs/Representative
Mr. Sean Irwin
Ms. Joan Jacobson
Mr. Charles Sanderson

Ms. Chelsea Antonio
Ms. Tanya Ray

Notice of Absence*

Course/Item

Call the meeting to Order at 4:10 pm.
Approval of Agenda by consensus.

School of Applied Science and Technology

1. Science

1.1 CS3100 – Computer Game Studies

Motion: Recommend that Academic Council approve the proposed changes including: changing the Course Code/Number from CS2100 to CS3100, updating the Course Description, updating Total Course Hours from 67.5 to 90, updating the Hours Distribution from “3-0-1.5” to “3-0-3” and adding a Prerequisite of “CS1150” effective July 1, 2023 with the following amendment:

1. Change effective date to July 1, 2023.

Moved: Sean Irwin **Second:** Harrison Applin

CARRIED

CURRICULUM COMMITTEE

Approved by Academic Council:

Approved by Board of Governors:

1.2 CS3220 – Introduction to Artificial Intelligence

Motion: Recommend that Academic Council approve the addition of CS3220 Introduction to Artificial Intelligence 3 (3-0-3) 90 hours 15 weeks to course offerings effective July 1, 2023 with the following amendments:

1. Change Prerequisite to “CS2010, ST1510 and MA1200”
2. Change effective date to July 1, 2023.

Moved: Sean Irwin

Second: Brooklyn Broaders

CARRIED

Approved by Academic Council:

Approved by Board of Governors:

1.3 CS3610 – Software Engineering

Motion: Recommend that Academic Council approve the proposed changes including: changing the Course Name/Title from “Systems Analysis and Design” to “Software Engineering”, updating the Course Description and changing the Prerequisite from “CS1140” to “CS2010” effective July 1, 2023 with the following amendment:

1. Change effective date to July 1, 2023.

Moved: Sean Irwin

Second: Harrison Applin

CARRIED

Approved by Academic Council:

Approved by Board of Governors:

1.4 CS3860 – Programming Paradigms

Motion: Recommend that Academic Council approve the addition of CS3860 Programming Paradigms 3 (3-0-3) 90 hours 15 weeks to course offerings effective July 1, 2023 with the following amendment:

1. Change effective date to July 1, 2023.

Moved: Sean Irwin

Second: Deena Honan

CARRIED

Approved by Academic Council:

Approved by Board of Governors:

1.5 CS4040 – Theory of Computation

Motion: Recommend that Academic Council approve the addition of CS4040 Theory of Computation 3 (3-2-0) 75 hours 15 weeks to course offerings effective July 1, 2023 with the following amendment:

1. Change effective date to July 1, 2023.

CURRICULUM COMMITTEE

Moved: Sean Irwin **Second:** Harrison Applin

CARRIED

Approved by Academic Council: **Approved by Board of Governors:**

1.6 CS4060 – Image Processing and Computer Vision

Motion: Recommend that Academic Council approve the proposed changes including: changing the Course Code/Number from CS3060 to CS4060, changing the Course Name/Title from “Introduction to Image Processing” to “Image Processing and Computer Vision”, updating the Course Description and changing the Prerequisite from “CS1150 or CS2010” to “CS2010” effective July 1, 2023 with the following amendment:

1. Change effective date to July 1, 2023.

Moved: Sean Irwin **Second:** Harrison Applin

CARRIED

Approved by Academic Council: **Approved by Board of Governors:**

1.7 CS4120 – Experimental Robotics

Motion: Recommend that Academic Council approve the proposed changes including: changing the Course Code/Number from CS3120 to CS4120, adding a Prerequisite of “CS2290 or CS3290” and removing the Corequisite “CS2290 or CS3290” effective July 1, 2023 with the following amendment:

1. Change effective date to July 1, 2023.

Moved: Sean Irwin **Second:** Deena Honan

Discussion:

CARRIED

Approved by Academic Council: **Approved by Board of Governors:**

1.8 CS4800 – Summer Work Integrated Learning

Motion: Recommend that Academic Council approve the addition of CS4800 Summer Work Integrated Learning 3 (0-1-0) 240 Work Experience hours 12 weeks to course offerings effective July 1, 2023 with the following amendments:

1. Change Course Description by deleting “The work placement will require prior faculty approval to determine if the work meets an expected standard.”
2. Add note “Notes: The work placement will require prior faculty approval to determine if the work meets an expected standard.”

CURRICULUM COMMITTEE

3. Change Prerequisite to “Successful completion of second year”.
4. Change effective date to July 1, 2023.

Moved: Sean Irwin **Second:** Vanessa Sheane

CARRIED

Approved by Academic Council: **Approved by Board of Governors:**

1.9 CS4995 – Selected Topics in Computing Science

Motion: Recommend that Academic Council approve the proposed changes including: changing the Course Code/Number from CS3995 to CS4995, add a Prerequisite of “Successful completion of second year” and removing the Corequisite effective July 1, 2023 with the following amendment:

1. Change Prerequisite to “Successful completion of second year”.
2. Change effective date to July 1, 2023.

Moved: Sean Irwin **Second:** Vanessa Sheane

CARRIED

Approved by Academic Council: **Approved by Board of Governors:**

1.10 CS4996 – Capstone Project

Motion: Recommend that Academic Council approve the addition of CS4996 Capstone Project 3 (1.5-0-0) 22.5 hours 15 weeks to course offerings effective July 1, 2023 with the following amendments:

1. Remove Prerequisite.
2. Add note “Notes: Successful completion of third year required”.
3. Change effective date to July 1, 2023.

Moved: Sean Irwin **Second:** Harrison Applin

CARRIED

Approved by Academic Council: **Approved by Board of Governors:**

1.11 EG1000 – Orientation to the Engineering Profession I

Motion: Recommend that Academic Council approve the proposed change to update the Number of Credits from “1” to “1.1” effective September 1, 2022.

Moved: Sean Irwin **Second:** Deena Honan

Discussion: Updating the weighting of credits to be consistent with U of A.

CURRICULUM COMMITTEE

CARRIED

Approved by Academic Council: **Approved by Board of Governors:**

1.12 MA1000 – Calculus I

Motion: Recommend that Academic Council approve the proposed change to update the Number of Credits from “4” to “3.5” effective September 1, 2022 with the following amendment:

1. Remove Prerequisite.
2. Add note “Notes: Restricted to students in Engineering.”

Moved: Sean Irwin **Second:** Deena Honan

Discussion: Updating the weighting of credits to be consistent with U of A.

CARRIED

Approved by Academic Council: **Approved by Board of Governors:**

1.13 Bachelor of Computing Science

Motion: Recommend Academic Council approve the proposed new program effective October 1, 2022 with the following amendment:

1. Remove current Progression information and add “Progression Criteria for NWP degree programs is currently under review.”

Moved: Sean Irwin **Second:** Deena Honan

Discussion: Progression Criteria is directed by CAQC.

Graduation Requirements – length of time to complete a program: department believes 10 years is ok for the content but open to shorter time frame if recommended by Academic Council. Ok with 6 years if year one starts when the start the third year of the program.

Curriculum Committee recommends Academic Council discuss a standard length of time to complete a program. It is agreed, based on the Academic Council’s recommendation to the BoG, this timeframe will be updated accordingly.

CARRIED

Approved by Academic Council: **Approved by Board of Governors:**

1.14 Computer Systems Technology

Motion: Recommend Academic Council approve the proposed program changes for the Computer Systems Technology Certificate and Diploma effective September 1, 2022.

CURRICULUM COMMITTEE

Moved: Sean Irwin **Second:** Deena Honan

CARRIED

Approved by Academic Council: **Approved by Board of Governors:**

1.15 Power Engineering

Motion: Recommend Academic Council approve the proposed program changes for the Computer Systems Technology Certificate and Diploma effective September 1, 2022 with the following amendments:

1. Remove “Additional Requirements:” from Admission Requirements.
2. Change effective date to September 1, 2022.

Moved: Sean Irwin **Second:** Deena Honan

Discussion: Career investigation report has been waved for many years now and would like to remove from Admission Requirements.

CARRIED

Approved by Academic Council: **Approved by Board of Governors:**

School of Business

2. Business and Office Administration

2.1 AC3160 – Taxation I

Motion: Recommend that Academic Council approve the addition of AC3160 Taxation I 3 (3-0-0) 45 hours 15 weeks to course offerings effective July 1, 2023, subject to Ministry approval.

Moved: Chelsea Antonio **Second:** Deena Honan

CARRIED

Ministry Approval:

Approved by Academic Council: **Approved by Board of Governors:**

2.2 AC4120 – Advanced Financial Accounting

Motion: Recommend that Academic Council approve the addition of AC4120 Advanced Financial Accounting 3 (3-0-1) 60 hours 15 weeks to course offerings effective July 1, 2023, subject to Ministry approval.

Moved: Chelsea Antonio **Second:** Deena Honan

CURRICULUM COMMITTEE

CARRIED

Ministry Approval:

Approved by Academic Council: Approved by Board of Governors:

2.3 AC4140 – Advanced Management Accounting

Motion: Recommend that Academic Council approve the addition of AC4140 Advanced Management Accounting 3 (3-0-1) 60 hours 15 weeks to course offerings effective July 1, 2023, subject to Ministry approval.

Moved: Chelsea Antonio **Second:** Harrison Applin

CARRIED

Ministry Approval:

Approved by Academic Council: Approved by Board of Governors:

2.4 AC4160 – Taxation II

Motion: Recommend that Academic Council approve the addition of AC4160 Taxation II 3 (3-0-0) 45 hours 15 weeks to course offerings effective July 1, 2023, subject to Ministry approval.

Moved: Chelsea Antonio **Second:** Vanessa Sheane

CARRIED

Ministry Approval:

Approved by Academic Council: Approved by Board of Governors:

2.5 AC4600 – Principles of Auditing

Motion: Recommend that Academic Council approve the proposed changes including: updating the Course Description, changing the Total Course Hours from 75 to 60, changing the Hours Distribution from “3-0-2” to “3-0-1”, changing the Prerequisite from “BA2110” to “BA2120” and removing the Corequisite effective July 1, 2023, subject to Ministry approval.

Moved: Chelsea Antonio **Second:** Deena Honan

CARRIED

Ministry Approval:

Approved by Academic Council: Approved by Board of Governors:

2.6 BA3120 – Operations and Supply Chain Management

CURRICULUM COMMITTEE

Motion: Recommend that Academic Council approve the addition of BA3120 Operations and Supply Chain Management 3 (3-0-0) 45 hours 15 weeks to course offerings effective July 1, 2023, subject to Ministry approval.

Moved: Chelsea Antonio **Second:** Deena Honan

CARRIED

Ministry Approval:

Approved by Academic Council: **Approved by Board of Governors:**

2.7 BA3150 – Management Information Systems

Motion: Recommend that Academic Council approve the addition of BA3150 Management Information Systems 3 (3-0-0) 45 hours 15 weeks to course offerings effective July 1, 2023, subject to Ministry approval.

Moved: Chelsea Antonio **Second:** Harrison Applin

CARRIED

Ministry Approval:

Approved by Academic Council: **Approved by Board of Governors:**

2.8 BA3500 – Rural, Northern, and Indigenous Business Analysis

Motion: Recommend that Academic Council approve the addition of BA3500 Rural, Northern, and Indigenous Business Analysis 3 (3-1-0) 60 hours 15 weeks to course offerings effective July 1, 2023, subject to Ministry approval.

Moved: Chelsea Antonio **Second:** Deena Honan

CARRIED

Ministry Approval:

Approved by Academic Council: **Approved by Board of Governors:**

2.9 BA4000 – Strategic Management

Motion: Recommend that Academic Council approve the addition of BA4000 Strategic Management 3 (3-0-0) 45 hours 15 weeks to course offerings effective July 1, 2023, subject to Ministry approval.

Moved: Chelsea Antonio **Second:** Harrison Applin

CARRIED

CURRICULUM COMMITTEE

Ministry Approval:

Approved by Academic Council:

Approved by Board of Governors:

2.10 BA4500 – Advanced Research Methodologies

Motion: Recommend that Academic Council approve the addition of BA4500 Advanced Research Methodologies 3 (3-0-0) 45 hours 15 weeks to course offerings effective July 1, 2023, subject to Ministry approval.

Moved: Chelsea Antonio

Second: Deena Honan

Discussion: Can students in other programs use this course as an elective or can other programs use the course as a part of their curriculum? Prerequisites could be more general or add “or equivalent”. Chelsea like to discuss using the course at an institution level with the department and bring back in the future if there is interest from other programs. Will need to consider if the instructor has a Masters or PhD.

CARRIED

Ministry Approval:

Approved by Academic Council:

Approved by Board of Governors:

2.11 BA4950 – Management Capstone Course

Motion: Recommend that Academic Council approve the addition of BA4950 Management Capstone Course 6 (6-0-0) 90 hours 15 weeks to course offerings effective July 1, 2023, subject to Ministry approval with the following amendments:

1. Remove Prerequisite.
2. Add note “Notes: Only available to students in their final year of the Bachelor of Business Administration program”

Moved: Chelsea Antonio

Second: Brian Redmond

Discussion: Credits and Hour Distribution in line with other institutions.

CARRIED

Ministry Approval:

Approved by Academic Council:

Approved by Board of Governors:

2.12 HR3010 – Health, Safety and Wellness

Motion: Recommend that Academic Council approve the addition of HR3010 Health, Safety and Wellness 3 (3-0-0) 45 hours 15 weeks to course offerings effective July 1, 2023, subject to Ministry approval.

Moved: Chelsea Antonio

Second: Harrison Applin

CURRICULUM COMMITTEE

CARRIED

Ministry Approval:

Approved by Academic Council: Approved by Board of Governors:

2.13 HR3100 – Employee and Labour Relations

Motion: Recommend that Academic Council approve the addition of HR3100 Employee and Labour Relations 3 (3-0-0) 45 hours 15 weeks to course offerings effective July 1, 2023, subject to Ministry approval.

Moved: Chelsea Antonio **Second:** Harrison Applin

CARRIED

Ministry Approval:

Approved by Academic Council: Approved by Board of Governors:

2.14 HR3200 – Recruitment in Organizations

Motion: Recommend that Academic Council approve the addition of HR3200 Recruitment in Organizations 3 (3-0-0) 45 hours 15 weeks to course offerings effective July 1, 2023, subject to Ministry approval.

Moved: Chelsea Antonio **Second:** Vanessa Sheane

CARRIED

Ministry Approval:

Approved by Academic Council: Approved by Board of Governors:

2.15 HR4000 – Compensation and Total Rewards

Motion: Recommend that Academic Council approve the addition of HR4000 Compensation and Total Rewards 3 (3-0-0) 45 hours 15 weeks to course offerings effective July 1, 2023, subject to Ministry approval with the following amendment:

1. Change Prerequisite to “BA2240 and BA1380”

Moved: Chelsea Antonio **Second:** Caitlyn Hartigan

CARRIED

Ministry Approval:

Approved by Academic Council: Approved by Board of Governors:

2.16 Bachelor of Business Administration

CURRICULUM COMMITTEE

Motion: Recommend Academic Council approve the proposed new program effective October 1, 2022 pending Ministry approval with the following amendments:

1. Change effective date to October 1, 2022.
2. Remove current Progression Criteria information and add “Progression Criteria for NWP degree programs is currently under review.”

Moved: Chelsea Antonio **Second:** Deena Honan

Discussion:

Progression Criteria – is the progression in line with our policies?

Curriculum Committee recommends Academic Council discuss a standard length of time to complete a program. It is agreed, based on the Academic Council’s recommendation to the BoG, this timeframe will be updated accordingly.

CARRIED

Approved by Academic Council: **Approved by Board of Governors:**

2.17 Business Administration

Motion: Recommend Academic Council approve the proposed program changes to the Business Administration program effective October 1, 2022 with the following amendment:

1. Change effective date to October 1, 2022.

Moved: Chelsea Antonio **Second:** Harrison Applin

CARRIED

Approved by Academic Council: **Approved by Board of Governors:**

2.18 Business Administration Post Diploma Certificate

Motion: Recommend Academic Council approve the proposed new program effective October 1, 2022 pending Ministry approval with the following amendments:

1. Change effective date to October 1, 2022.
2. Remove current Progression Criteria information and add “Progression Criteria for NWP degree programs is currently under review.”

Moved: Chelsea Antonio **Second:** Vanessa Sheane

CARRIED

Ministry Approval:

CURRICULUM COMMITTEE

Approved by Academic Council:

Approved by Board of Governors:

School of Health and Education

3. Education

3.1 Early Learning and Child Care

Motion: Recommend Academic Council approve the proposed program changes to the Early Learning and Child Care Certificate and Diploma programs effective October 1, 2022 with the following amendments:

1. Change the effective date to October 1, 2022.
2. Change Certificate and Diploma Program Admission Requirements to say: "If applicants do not have these prerequisites, they should contact the Registrar's Office."
3. Change Part-Time Student Admission to say: "Students may enroll in up to three courses without admission to the program. Students may be considered for admission to the program if they have successfully completed English 30-1 or English 30-2 (as per admission requirements) or a 3-credit post-secondary level english course. If a student does not meet the english requirement, it is recommended they register in HS1130 English as their first course once admitted to the program."

Moved: Tanya Ray

Second: Deena Honan

CARRIED

Approved by Academic Council:

Approved by Board of Governors:

4. Nursing Education and Health Studies

4.1 Bachelor of Science in Nursing

Motion: Recommend Academic Council approve the proposed program change to the Bachelor of Science in Nursing program effective October 1, 2022 with the following amendment:

1. Change effective date to October 1, 2022.

Moved: Joan Jacobson

Second: Harrison Applin

CARRIED

Approved by Academic Council:

Approved by Board of Governors:

4.2 Bachelor of Science in Nursing

Motion: Recommend Academic Council approve the proposed program change to the Bachelor of Science in Nursing program effective August 30, 2022 with the following amendment:

1. Change proposed paragraphs to say "Applicants are assessed on a first come, first qualified basis. As per Northwestern Polytechnic policy, outlined in the admissions section of the calendar, "the institution, at its discretion, may refuse admission to any applicant".

CURRICULUM COMMITTEE

Moved: Joan Jacobson **Second:** Deena Honan

CARRIED

Approved by Academic Council: **Approved by Board of Governors:**

4.3 Health Care Aide

Motion: Recommend Academic Council approve the proposed program change to the Health Care Aide program effective October 1, 2022 with the following amendment:

1. Change effective date to October 1, 2022.

Moved: Joan Jacobson **Second:** Vanessa Sheane

CARRIED

Approved by Academic Council: **Approved by Board of Governors:**

4.4 Practical Nurse

Motion: Recommend Academic Council approve the proposed program change to the Practical Nurse program effective August 30, 2022 with the following amendment:

1. Change proposed paragraphs to say “Applicants are assessed on a first come, first qualified basis. As per Northwestern Polytechnic policy, outlined in the admissions section of the calendar, “the institution, at its discretion, may refuse admission to any applicant”.

Moved: Joan Jacobson **Second:** Deena Honan

CARRIED

Approved by Academic Council: **Approved by Board of Governors:**

School of Skilled Trades

5. Department of Construction Trades

5.1 Pre-Employment Welding

Motion: Recommend Academic Council approve the proposed program change to the Pre-Employment Welding program effective October 1, 2022 with the following amendment:

Change effective date to October 1, 2022.

Moved: Charles Sanderson **Second:** Deena Honan

Discussion: Maximum 27 hours of absence is standard for all apprenticeship training and pre-employment curriculum follows 1st year apprenticeship curriculum. NWP follows this rule and wants to declare attendance expectations in the calendar.

CURRICULUM COMMITTEE

CARRIED

Approved by Academic Council:

Approved by Board of Governors:

6. Vanessa would like to put forward the recommendation for Dr. Carly McLeod to serve as the Chair of the Curriculum Committee for two years, as per the Terms of Reference.

Moved: Vanessa Sheane

Second: Deena Honan

Adjournment by consensus at 6:08

IMPORTANT DATES AND DEADLINES

2022/2023 Meetings:

September 6, 2022

October 13, 2022

November 15, 2022

January 19, 2023

April 25, 2023

Admission Requirement changes for 2023/2024 – July 27, 2022

New certificate and diploma proposals for 2023/2024 – November 15, 2022 (6 months before effective date)

New degree programs or specializations for 2024/2025 – November 15, 2022 (18 months before effective date)

Program changes for 2023/2024 – January 19, 2023 (4 months before effective date)

Program suspension and terminations for 2023/2024 – January 19, 2023 (4 months before effective date)

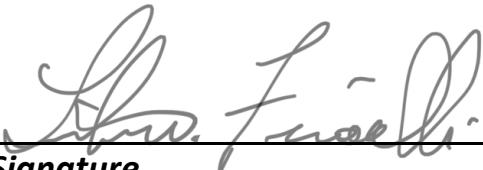
Admission Requirement changes for 2024/2025 – April 25, 2023



I LIBERO FICOCELLI voluntarily agree to the honorary designation of Instructor Emeritus as awarded by Grande Prairie Regional College to retired faculty members in recognition of meritorious service.

PROCEDURES/RULES STATEMENT

1. To be eligible, faculty members would usually have at least 15 years of instructional service with the College.
2. Only faculty members who have left full time employment with the College are eligible.
3. Departments may nominate a candidate for consideration following consultation with the potential emeritus member.
4. During the lifetime of the Emeritus member, his/her name will appear in GPRC's Calendar. The name will appear under the Department's list of instructors as Instructor Emeritus. Emeriti will also have their name displayed on a permanent plaque on the Sense of Community Wall.
5. Instructors achieving this distinction are encouraged to display their continuing affiliation with GPRC in various ways: research, community service and publications.
6. Instructor Emeritus designation will be granted by majority vote of Academic Council.
7. Instructors achieving this distinction will be informed by a letter from the Chair of Academic Council along with a framed parchment of the Instructor Emeritus designation signed by the GPRC Board of Governors Chair and the President.
8. All Emeriti will receive a free lifetime library card. In addition, Emeriti will receive alumni news and invitations to special events at GPRC.
9. Emeriti may request and receive a membership to the GPRC Fitness Centre.


Signature

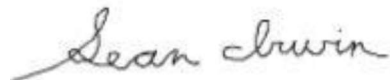
JUNE 18, 2022
Date

Dear Members of Academic Counsel,

I am writing in support of the Science Department's nomination of Libero Ficocelli for the honorary designation of Instructor Emeritus. Libero started teaching at GPRC in 1983 and it would be difficult to find another instructor who could equal Mr. Ficocelli's service to the College (NWP). Mr. Ficocelli has served in numerous academic and non-academic roles over the years. His departmental contributions include: Chairperson of the Computer System Technology (CST) Department, Chairperson of the Computer Mathematics and Statistical Sciences (CMSS) Department, Computing Science coordinator, participant and presenter at numerous College and Science Open Houses, Grade 7 Days and Meet the North events, student advising and a member of countless departmental committees including selection, as well as, Chairperson and faculty evaluation committees. His contributions to the College as a whole are equally impressive. Mr. Ficocelli has been both the Chairperson of Academic Counsel and a member, President and Past President of the Faculty Association, a longstanding member of the Collective Bargaining Committee, a member of the Research Ethics Board, Athabasca University Collaborative Degree Coordinator, and a significant contributor to the NWP Computer Science Degree proposal. He was also active outside of the College as a member of the ACAT Computer Science provincial committee and a member of ACIFA's president's council.


Based on Mr. Ficocelli's past outstanding contributions along with his unwavering dedication and commitment to NWP, I strongly support his nomination as an Instructor Emeritus of NWP.

Sincerely,



Sean Irwin Ph.D.

Chair of Science

Signature: 

Email: BRedmond@nwpolytech.ca

SCIENCE DEPARTMENT MEETING

Date: Tuesday, May 3, 2022

Time: 11:30 am – 12:30 pm

B206 and Zoom

Chair: Sean Irwin

Recording: Tanya Kinderwater

In Attendance:

Ubaid Abbasi	John Hiebert	Dallas Sawtell
Beatrice Amar	Tom McLeister	John Sloan
Franco Carlacci	Thomas Kaip	Jessie Zgurski
Libero Ficocelli	Les Rawluk	
Shauna Henley		

Dr. Brian Redmond, Dean, School of Arts, Science and Upgrading

DESCRIPTION

1. Meeting Called to Order

The Chair called the meeting to order at 11:32 am

2. Approval of Agenda

Addition of Physics/Earth Science workloads to 4.0. and Instructor Emeritus to 5.0.

Motion to approve the agenda with the noted additions.

MOVED by T. McLeister

SECONDED by F. Carlacci

CARRIED

3. MOU – Royal Roads

The Chair shared the proposed MOU between Royal Roads University and NWP, this would allow a 2+2 transfer (two years at NWP and two years at RRU) of students from NWP with appropriate prerequisite qualifications into the RRU programs within the School of Environment and Sustainability as noted in the agreement (attached).

It was agreed this was a win-win for the department.

MOVED: F. Carlacci

SECONDED: U. Abbasi

CARRIED

Sean thanked Libero for his years instructing in the department. He noted how Libero helped grow the department and has been instrumental in the creation of the upcoming degree.

6. *Other Business*

The alumni lounge is set up to celebrate L. Ficocelli and Tom Kaip on their retirement.

7. *Adjournment*

Moved by T. Kaip



I, Rene R. Gadacz-Gould **voluntarily agree to the honorary designation of Instructor Emeritus as awarded by Grande Prairie Regional College to retired faculty members in recognition of meritorious service.**

PROCEDURES/RULES STATEMENT

1. To be eligible, faculty members would usually have at least 15 years of instructional service with the College.
2. Only faculty members who have left full time employment with the College are eligible.
3. Departments may nominate a candidate for consideration following consultation with the potential emeritus member.
4. During the lifetime of the Emeritus member, his/her name will appear in GPRC's Calendar. The name will appear under the Department's list of instructors as Instructor Emeritus. Emeriti will also have their name displayed on a permanent plaque on the Sense of Community Wall.
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6. Instructor Emeritus designation will be granted by majority vote of Academic Council.
7. Instructors achieving this distinction will be informed by a letter from the Chair of Academic Council along with a framed parchment of the Instructor Emeritus designation signed by the GPRC Board of Governors Chair and the President.
8. All Emeriti will receive a free lifetime library card. In addition, Emeriti will receive alumni news and invitations to special events at GPRC.
9. Emeriti may request and receive a membership to the GPRC Fitness Centre.

Rene R. Gadacz-Gould

Signature

October 18 2021

Date

March 2, 2022

Dr. Julia Dutove,
Chair, Academic Council
Grande Prairie Regional College

Dear Dr. Dutove,

Please accept this letter, written on behalf of the members of the Department of Arts and Education, as a formal recommendation for Dr. René Gadacz-Gould to be recognized as Instructor Emeritus at Grande Prairie Regional College.

Over sixteen years of service, Dr. Gadacz-Gould shared his passion for sociology with Grande Prairie Regional College students. He contributed to the institution in a number of ways, including serving on Academic Council, the Convocation Committee, the Professional Standards Committee, and the Student Misconduct Committee. He edited the GPRC journal, *Lobstick*. Finally, he brought recognition to GPRC through his research, his publications, and his contributions to professional associations and service on journal editorial boards.

As such, we the members of the Department of Arts and Education, recommend Dr. Gadacz-Gould for Instructor Emeritus.

Thank you for your kind consideration,

Sincerely,

A handwritten signature in black ink, appearing to read 'Daryl White', written in a cursive style.

Daryl White, Ph.D.
Acting Chair, Department of Arts and Education

A handwritten signature in black ink, appearing to read 'D Nowicki', written in a cursive style.

Denise Nowicki, Ph.D.
Interim Dean, School of Health and Education

Arts & Education Department Meeting

Date: Wednesday, February 2, 2022

CHAIR: White, Daryl

RECORDS: King, Sharla

ATTENDEES:

AL-Asadi, Ali	Jones, Sally - NOA	Morton, Shawn
D'Amuro, Kriston	Joyce, Heather	Peebles, Jodi
Fawcett, Christina	Kallel, Raoudha	Proulx, Ruth
Fontaine, John	Korpan, Connie	Smith, Craig
Galenza, Bruce	Lapointe, Annette	Strasbourg, Tina
Holland, Michael - NOA	Matheson, Melanie	Voskovskaia, Elena
Horseman, Darlene	Moffat-McMaster, Dawn	

GUESTS: Nowicki, Denise

	Item	Result
1.	Meeting Called to Order at 11:33 a.m.	
2.	APPROVAL OF AGENDA The agenda was approved by consensus as presented.	CARRIED
3.	APPROVAL OF MINUTES The minutes of January 12, 2022 were approved by consensus as presented.	CARRIED
4.	VPA AND DEAN COMMENTS D. Nowicki thanked members for their work. D. Nowicki notified members the School has purchased COVID tests for faculty and staff. Please only use if needed. The GPRC Testing Center has days open for students who require time to re-write large exams. Department will organize testing for missed quizzes.	
5.	ANNOUNCEMENTS & COMMITTEE REPORTS 5.1 Department Member Announcements On February 23, 2022, J. Peebles, R. Kallel, and E. Voskovskaia will be presenting on the Education program. D. White to follow up with B. Redmond regarding the collaboration with Campus Saint-Jean. 5.2 Committee Reports T. Strasbourg attended a Student Misconduct Committee meeting. C. Smith attended the Program Review Committee meeting. E. Voskovskaia will be attending Academic Council.	ACTION
6.	OLD BUSINESS None	
7.	NEW BUSINESS 7.1 Instructor Emeritus Status for R. Gadacz-Gould MOVED by T. Strasbourg; SECONDED by A. AL-Asadi that the department recommends Emeritus Status for R. Gadacz-Gould.	CARRIED CARRIED

Arts & Education Department Meeting

Date: Wednesday, February 2, 2022

	<p>MOVED by B. Galenza; SECONDED by C. Smith that the department rescinds previous motion for Emeritus Status for R. Gadacz-Gould.</p> <p>MOVED by T. Strasbourg; SECONDED by A. AL-Asadi that the department recommends Emeritus Status for R. Gadacz-Gould.</p> <p>VOTE: In Favor – 6 Opposed – 1 Abstain – 6</p> <p>7.2 Academic Dishonesty and Coursework under Supervision C. Smith would like members to consider requesting a percentage of the course grade to be completed in front of instructors (ie. writing papers, tests, etc. in class) This will allow faculty to ensure the student is completing and applying the knowledge themselves.</p> <p>Members discussed paper mills, Course Hero, plagiarism, cheating, an instructor's freedom in their courses, and the need for consistent Institution-wide implementation.</p>	CARRIED
8.	NEXT MEETING: March 2, 2022	
9.	ADJOURNMENT The meeting was adjourned at 12:36 p.m.	



Academic Council: Fall 2022 Meeting

Topic of Discussion: Student Misconduct with a focus on plagiarism and cheating

Review the following sections of [NWP's Student Rights and Responsibilities Policy](#)

Academic Responsibilities 8.2.1

Student Responsibilities

8.2.1.1 Refraining from engaging in academic misconduct.

8.2.1.2 Completing their own academic work.

8.2.1.3 Refraining from helping or attempting to help another person commit academic misconduct.

8.2.1.4 Taking reasonable precautions to prevent their academic work from being used by others. 8.2.1.5 Gaining the skills and knowledge related to proper citation and applying these skills to all borrowed information (words, ideas, work, etc.).

8.2.1.6 Respecting and following expectations regarding the accepted degree of collaboration and copy- editing assistance, as laid out in assignment and exam instructions.

8.2.2 Academic Staff Responsibilities

8.2.2.1 Taking proactive and reasonable measures to prevent student academic misconduct.

8.2.2.2 Making expectations under this policy clear and explicit to students in assignment and exam instructions.

8.2.2.3 Reducing the occurrence of academic misconduct through appropriate design and administration of assignments and exams.

8.2.2.4 Responding to suspected academic misconduct in accordance with this policy and related procedures.

8.2.2.5 Including relevant academic integrity and academic misconduct information in course outlines and course syllabi to be reviewed with students at the beginning of each semester.

Relevant Definitions for Discussion:

Academic Misconduct: The commission of any action which falsely indicates the student's level of academic achievement or assists in falsely indicating another student's level of achievement. Plagiarism and cheating are examples of academic misconduct. Refer to Appendix A for examples of Academic Misconduct.

Cheating: is a form of academic misconduct that occurs when a student attempts to obtain credit for work in a way that is dishonest, irresponsible, untrustworthy, or unfair. Cheating misrepresents a student's knowledge, skills, and abilities, and can lead to an advantage over others in the assessment of academic work. Any student who voluntarily and consciously aids another student in the commission of one of these offenses is also guilty of misconduct. Refer to Appendix A for examples of Cheating

Plagiarism: means submitting work (words, ideas, images, or data) in a course as if it were the student's own work done expressly for that course when, in fact, it is not. Academic work often involves reference to the ideas, data, and conclusions of others, which must be explicitly and clearly noted. Refer to Appendix A for examples of Plagiarism

Discussion Questions for Academic Council meeting:

- What forms of Academic Misconduct, particularly related to plagiarism and cheating, have you encountered in your classes? How did you respond to these examples of plagiarism and cheating? Did you deal with plagiarism and cheating directly with the student or did you follow the steps further outlined on the policy?
- What measures do you have in place that will prevent students from plagiarizing and cheating in their courses? For in-person courses, have you adapted your formative and summative assessments to prevent students from plagiarizing and cheating?
- How will you approach plagiarism and cheating in asynchronous and synchronous remote courses? Do you use proctoring software? Turn It In? or adapt your formative and summative assessments to prevent students from plagiarizing and cheating?
- For NWP students, do you feel you have a good understanding of NWP's Academic Misconduct policies. Do you have a full understanding of what constitutes plagiarism and cheating in your courses? How can instructors further support students to prevent these forms of Academic Misconduct from occurring?