



**NORTHERN ALBERTA INSTITUTE OF TECHNOLOGY
Board of Governors**

ACADEMIC COUNCIL

**Monday, November 19, 2018
2:00 p.m. to 4:00 p.m.
Governor's Boardroom T811**

MINUTES

PRESENT:

| | | | | |
|------------------------------|----------------------------|----------------|----------------|-------------------------|
| Dr. Glenn Feltham (Chair) | Kevin Shufflebotham | Sandra Marocco | David Migadel | Jamie Corfield |
| Malcolm Haines | Dr. Chamika Haththotuwa | Jen Glenday | Garry Wilson | Dr. Alexander Ondrus |
| Gary Gora | | Dong Ye | Robert Ackroyd | |
| Naomi Pela | Brenda Needham | Karen Velasco | Willow Shelley | Aleksandra Jaruga |
| Colin Doucet | | | | |

RESOURCES: Dr. Ray Block Sandy Timmer (recorder)

GUESTS: Dr. Sue Fitzsimmons Natasja Saranchuk

REGRETS: Boni Ehmann Chaimae Janah

1. OPENING

1.1 Call to Order and Approval of the Agenda

Dr. Feltham called the meeting to order at 2:00 p.m. and welcomed new members, David Migadel and Jamie Corfield, to the Council.

Dr. Feltham asked if any members wished to raise any conflicts they may have with the agenda items and none were raised.

Moved by Garry Wilson that the Agenda be approved as presented.

Carried

1.2 Approval of the Minutes of the Meeting of September 17, 2018

Moved by Malcolm Haines that the Minutes of the meeting of September 17, 2018 be approved as presented.

Carried

2. UPDATE FROM THE PRESIDENT

Dr. Feltham discussed a recent presentation he made at a conference on the future of construction and the role of NAIT. Glenn's presentation was focused on purposeful education to align to labour market needs. Technological change is a major factor in our world, including the construction industry, and we have to embrace this change. He noted that we will need to be purposeful if we are to remain relevant.

Glenn noted that the degree of disruption that is coming in the next few years will likely be greater than the disruption caused by the industrial revolution. And we must prepare our students for this.

Glenn also commented that Essential Skills will be an integral part of our teaching at NAIT so our students are even better prepared to have meaningful careers. We will continue to ensure our students are fully prepared to meet the needs of industry when they graduate.

Glenn noted that NAIT is well positioned for technological change. With our experiential learning environment, students are getting a hands-on, real world experience – this model will continue to be relevant. He noted that to meet the needs of future learners we will need to focus more on lifelong learning, and on work-integrated learning.

3. BUSINESS ARISING

3.1 Policy Framework

Mr. Shufflebotham advised that this item was deferred from the September meeting and invited Dr. Sue Fitzsimmons to speak to the revised Policy Framework. By way of context, our existing policy framework was approved by the Board in 2014.

Dr. Fitzsimmons provided a presentation on the revised Policy Framework and noted that this is still a work in progress. Discussion with Council on the framework took place.

Glenn noted that we will continue to move forward on this framework and suggested to have one more review of it at the next Academic Council meeting to ensure all members are comfortable with the recommended changes. Sue advised that the revised Policy Framework will be discussed at the next Governance Committee of the Board and then she will present it at Academic Council's meeting on February 4th for final recommendation for approval by the Board.

Glenn suggested that a review of the policy framework and Policy Committee be conducted after it has been in place for at least a year to ensure it is working as intended. In the interim until the February meetings, if any policies require approval before final approval of the framework, the existing Policy Committee can manage that.

No further questions were raised for Dr. Fitzsimmons and she departed the meeting.

3.2 Affirm Sub-Committees' Membership

Committee membership on the sub-committees of Academic Council has been provided and the committee membership list was included in the meeting package. The membership list was accepted for information.

4. ADMINISTRATION

Kevin welcomed Sonia Jevne, Coordinator for the Program, Pathway and Enrolment Planning department, to speak to the proposed program terminations.

4.1 Proposed Program Terminations:

- 4.1.1 Industrial Sector Emergency Management (certificate)**
- 4.1.2 Public Sector Emergency Management (certificate)**
- 4.1.3 Cytotechnology (diploma)**

Ms. Jevne addressed the recommended program terminations contained in the meeting materials. She advised that the curriculum review and renewal (CRR) process was applied to all three programs. Sonia advised that the two Emergency Management certificate programs were approved for suspension last year by the Board, with Academic Council's recommendation. The Emergency Management programs with a diploma are being re-envisioned to better meet the needs of what industry needs as they require graduates with a diploma. The two certificate programs' suspension term ends on June 30, 2019. The program Chairs are working with the students to ensure they complete the certificates by the termination date. There are no new students in the certificate programs. Academic Council discussed the terminations with Sonia.

Moved by Kevin Shufflebotham that Academic Council support the termination of the Industrial Sector Emergency Management certificate program and recommend approval by the Board of Governors.

Carried

Moved by Kevin Shufflebotham that Academic Council support the termination of the Public Sector Emergency Management certificate program and recommend approval by the Board of Governors.

Carried

Sonia advised that the Cytotechnology program was suspended last year at this time as well due to low enrolment and low labour demand for the program. There are two students currently on their practicum and no new students are registered for the program. There are also no other programs running in cytotechnology in Alberta. A brief discussion took place.

Moved by Kevin Shufflebotham that Academic Council support the termination of the Cytotechnology certificate program and recommend approval by the Board of Governors.

Carried

4.2 Proposed Name Change:

4.2.1 Engineering Design and Drafting Technology (diploma)

Sonia then discussed the proposed name change for the Engineering Design and Drafting Technology (EDDT) program. She indicated that, over time, the focus of the program has been less on “drafting” and more on the engineering design. “Drafting” is no longer an appropriate descriptor for the program. The recommended name better reflects what the program is about and better informs students who are considering applying for the program.

Sonia noted that current EDDT students and graduates of the program were consulted about the proposed name change and were unanimously in favour of the name change. The name change was also supported by program representatives and program advisory staff.

Discussion ensued. It was advised that students will be informed on the name change for those graduating in 2019.

Moved by Kevin Shufflebotham that Academic Council support the name change of the Engineering Design and Drafting Technology program to “Engineering Design Technology” program and recommend approval by the Board of Governors to change the name effective July 1, 2019.

Carried

4.3 Faculty Emeritus Awards

Kevin discussed the Faculty Emeritus award nominees. He indicated that only one nominee has been recommended by the Faculty Emeritus sub-committee to receive the award. The award provides formal recognition of the value and contributions made by retired faculty members to NAIT and its students. There are several specific requirements that a nominee must meet in order to receive a Faculty Emeritus nomination and it must also be validated by evidence. This year’s nominee is Vinod Varshney from the Culinary Arts program. Kevin discussed Chef Varshney’s many accomplishments and contributions to the program and how they align with NAIT’s values.

Kevin provided an overview of the nomination process and how the sub-committee makes its decision. Discussion ensued on the process. Dr. Feltham suggested that the nomination process might need to be broadened so as to ensure a robust selection of retiring staff to consider for nomination. Glenn asked if the Faculty Emeritus sub-committee could provide Academic Council with a recommendation on how we can broaden the nomination process.

Moved by Kevin Shufflebotham that Academic Council supports the nomination of Vinod Varshney to receive the Faculty Emeritus award for 2018.

Carried

5. INFORMATION ITEMS

There were no new information items for Academic Council’s attention.

6. PRESENTATION: Work Integrated Learning (WIL)

Dr. Feltham provided an introduction to the presentation on Work-Integrated Learning. He advised that working as you learn is part of the polytechnic model. NAIT fully supports integrating working while you learn. Apprenticeships are a prime example of working while you learn.

Dr. Feltham then turned the discussion over to Natasja Saranchuk, Manager of Teaching Services, to discuss further how work-integrated learning is something we will focus on more and more.

Ms. Saranchuk provided a presentation on the topic. Natasja provided an overview of what Work-Integrated Learning (WIL) is at NAIT and also globally and pan-globally. Key components of WIL are:

- Experiential learning – hands-on; career-ready skills
- Integrate – theory; practice
- Outcomes-based – assessment; part of the program
- Work-based – paid; unpaid

WIL is a work-based experiential learning activity that is based on outcomes. These are assessed as part of an approved program of study. WIL helps us to meet our promises to students, industry and Alberta to provide students with work-ready skills and employers can hire students who have already some experience in the field so there is less training to do. Integrating theory and practice in a work-based opportunity is a benefit for both employers and graduates.

Other benefits of WIL include:

- Skills and professional development
- Networking opportunities
- Career exploration
- Having an edge in the job market
- Easier transition from school to the workplace which can lead to future career success

Natasja discussed the different types of WIL which can be in any of these areas:

- Clinical
- Field placements
- Directed field study
- Internships

Ms. Saranchuk commented that work-integrated learning is a planned, approved and assessed activity that is part of a program of study. Discussion ensued on whether all students should have the opportunity to take WIL. This may be a promise we will have to work towards.

Natasja advised that industry focus groups help inform what is required for work-integrated learning. Natasja noted that there are four components to WIL (in no particular order):

- 1) Industry Relations
- 2) Health and Safety
- 3) Academics
- 4) Business operations

Learning and Teaching Commons (LTC) is working to develop roles and responsibilities for the administration of WIL with LTC as the central function and each of the schools' Associate Deans of Industry Engagement leading the decentralized functions. At the same time, we must also bear in mind mitigating risks associated with WIL – financial, legal, safety – are some of the areas of risk that would need consideration to ensure we have a consistent approach to any work-integrated learning activities. Best practices are always being reviewed and considered as we develop this program.

It was noted that students should be nearing the end of their program to have a more robust WIL experience.

Academic Council discussed how WIL can be integrated more and supported at NAIT. Glenn would like to have this subject come back to Academic Council at future meeting for an update.

Dr. Feltham thanked Ms. Saranchuk for her informative presentation and she departed the meeting.

There was no further business to come before Academic Council.

7. NEXT MEETING

Monday, February 4, 2019 at 2:00-4:00 p.m. in Governor's Boardroom, T811

8. ADJOURNMENT

Moved by Garry Wilson that the meeting be adjourned at 4:07 p.m.

Carried