NORTHERN ALBERTA INSTITUTE OF TECHNOLOGY
Board of Governors

ACADEMIC COUNCIL

Monday, September 17, 2018
2:00 p.m. to 4:00 p.m.
Governor's Boardroom T811

MINUTES

PRESENT:

Dr. Glenn Feltham (Chair)	Kevin Shufflebotham	Dr. Ray Block	Sandra Marocco	Malcolm Haines
Jen Glenday	Garry Wilson	Dr. Alexander Ondrus	Gary Gora	Boni Ehmann
Dr. Chamika Haththotuwa	Dong Ye	Robert Ackroyd	Naomi Pela	Brenda Needham
Karen Velasco	Aleksandra Jaruga	Colin Doucet	Chaimae Janah	Willow Shelley

RESOURCES: Sandy Timmer (recorder)

GUESTS: Dr. Sue Fitzsimmons   David McDine

REGRETS: None

1. **OPENING** *(Dr. Glenn Feltham)*

    1.1   **Call to Order and Approval of the Agenda**

    Dr. Feltham called the meeting to order at 2:00 p.m. and welcomed everyone to the Academic Council meeting. Dr. Feltham thanked everyone for agreeing to serve on Academic Council – an important committee of NAIT's Board of Governors.

    Moved by Dr. Alex Ondrus that the Agenda be approved as presented.

    Carried

    Dr. Feltham asked Council members if anyone had any conflicts of interest in regards to the agenda items. No conflicts were raised.

    1.2   **Approval of the Minutes of the Meeting of April 23, 2018**

    Moved by Garry Wilson that the Minutes of the meeting of April 23, 2018 be approved as presented.

    Carried

2. UPDATE FROM THE PRESIDENT

Dr. Feltham discussed areas of focus in the coming year related to our academic mission. He talked about the updating of our vision document, NAIT 2021. He noted that NAIT 2021+ would affirm core elements of NAIT 2021 – our vision, our promises, and our values. Several elements would be updated (e.g., CAT has been built). Our changing external context would be reflected. And there would be new or significantly revised elements, including career essential (enabling) skills, lifelong learning pathways, and industry solutions and the role of the Productivity and Innovation Centre.

Glenn stated that he anticipates bringing NAIT 2021+ to the Board of Governors for approval in December. Prior to this, Academic Council will have further opportunity to provide additional input on the document. Dr. Feltham further noted that we will have Town Halls in the coming months to share the updated NAIT 2021+ with staff as we work to finalize this vision document.

Dr. Feltham discussed several other topics including the Productivity and Innovation Centre, and campus development including the purchase of the Blatchford lands.

No questions were raised for Dr. Feltham and he concluded is update.

3. BUSINESS ARISING

There was no business arising from the previous meeting.

4. ADMINISTRATION

4.1 Academic Council Constitution and By-laws (annual review)

Mr. Shufflebotham advised that the Academic Council Constitution and By-laws come before Academic Council on an annual basis for review. Kevin pointed out the change that was made last year which was to separate the roles of Provost and VP Academic.

Dr. Feltham noted that the composition of the Executive of Academic Council as set out in the By-laws is: the President, the VP Academic or Provost, and a person elected by Academic Council from each of NASA and NAITSA. By tradition, the person from NASA and NAITSA have been the president of each respective group. Dr. Feltham suggested that a motion be made to appoint Garry Wilson, President of NASA, and Naomi Pela, President of NAITSA to the Executive for Academic Council for the academic year.

> ***Moved by Malcolm Haines that Garry Wilson, President of NASA, and Naomi Pela, President of NAITSA, be appointed to the Executive of Academic Council for the academic year.***
>
> ***Carried***

4.2 Sub-Committees of Academic Council Terms of Reference and Membership

Kevin discussed the sub-committees of Academic Council. It is the practice to appoint members to each of these sub-committees at the first meeting of Academic Council. The Terms of Reference for each sub-committee were contained in the meeting materials. Each committee was briefly discussed. Members to the sub-committees were recommended.

4.2.1 Faculty Emeritus Sub-committee

NASA Members: Boni Ehmann, Dong Ye
   Alternate: Garry Wilson
NAITSA Members: Colin Doucette, Chaimae (Shay) Janah

4.2.2 Honorary Degree Sub-committee

NASA Members: Gary Gora, Bob Ackroyd
   Alternate: Garry Wilson
NAITSA Members: Willow Shelley

4.2.3 Instructional Excellence Sub-committee

NASA Members: Dr. Alex Ondrus, Dr. Chamika Haththotuwa
   Alternate: Garry Wilson
NAITSA Members: Aleksandra Jaruga, Karen Velasco
   Alternate: Brenda Needham

4.2.4 Committee Membership Placement

The sub-committees' membership list will be affirmed at the November 19th meeting of Academic Council.

4.2.5 Academic Policy re: Academic Council Policy Sub-committee

It was advised that the framework for the academic and administrative policies for NAIT are being reviewed. A recommendation will be brought back to Academic Council.

4.3   Degree Pathways

Jodi Howick, Interim Associate Dean Academic in the JR Shaw School of Business, spoke to Academic Council on degree pathways at NAIT.

Ms. Howick commented that it was recognized that Allied Health professionals who graduated from diploma programs did not have clear progression opportunities to increase their credentials. This could limit them from progressing to management and leadership opportunities.

It was recommended that a potential degree pathway would be the 2+2 model with multiple pathways of entry. This would allow for the opportunity to integrate skills and knowledge achieved with a technical diploma with leadership and management skills from a management degree. Upon investigation into what the program would look like, it was found the pathway looked similar to the Bachelor of Technology in Technology Management. However, this pathway would have a health emphasis. Normally, it would take up to five years for the approval of a BBA Health degree

but using our existing BTech degree with a health emphasis (2+2 model), it would bridge the gap and may only take two years to receive approval.

Jodi noted that the opportunities recognized for this program includes industry professionals in applied sciences and technology-related fields, industry professionals in Allied Heath and industry professionals in the trades. Dr. Feltham commented that there should always be further learning opportunities for our graduates to move into other programs. Having seamless pathways in the institute meets the needs of students, industry and Alberta.

Discussion ensued on the potential degree and the eventual naming of the program to ensure clarity in the marketplace for this program and for parchment recognition.

"Pathways" will be brought back to Academic Council at a later meeting for an update. Jodi concluded her presentation and departed the meeting.

4.4 NAIT Student Survey on Instruction (NSSI) – Update

David McDine was welcomed to the meeting to speak to the progress of the Student Survey. David noted that the survey is still on track to launch in January 2019. David discussed several aspects of implementation, including timing.

David reiterated that it is important that all instructors receive feedback, including permanent and sessional staff.

David noted that he is actively engaging with staff from all areas. He is also meeting with NASA and NAITSA to answer any questions they may have on the survey and let them know about the survey launch.

5. INFORMATION ITEMS

The list of the Board of Governors members and Committees membership and was accepted for information.

6. PRESENTATION: Scholarly Activity

6.1 Scholarly Activity Policy
6.2 Scholarly Activity Procedures

Dr. Feltham welcomed Dr. Sue Fitzsimmons to the meeting to discuss scholarly activity.

Sue noted that there is a distinction between scholarly activity and applied research. Scholarly activity at NAIT focuses on ensuring our instructors maintain expertise and currency in their field and advance their teaching.

Sue discussed our Scholarly Activity Policy, included in the meeting materials. She noted that the policy was developed with input from many areas such as leadership teams, NASA, HR and other key stakeholders.

The guiding principles for the policy development were:

- NAIT instructors will engage in good teaching practices which includes the continuous development of expertise in the subject matter in which the instructor is teaching and the field of practice of teaching and learning.
- Scholarly activity goes beyond good teaching practice and includes sharing knowledge through polytechnic peer review.
- NAIT instructors teaching in degree programs will engage in appropriate forms of scholarly activity enabled through workload assignments.
- NAIT has various mechanisms to support scholarly activity.
- Scholarly activity is documented as part of NAIT's performance enhancement process.
- To support reporting requirements of Campus Alberta Quality Council (CAQC), NAIT instructors, whose teaching assignments relate to degree programs, formally report on their scholarly activity on an annual basis.

Academic Council discussed the Scholarly Activity policy and procedures with Dr. Fitzsimmons. She departed the meeting after the motion was made.

Moved by Brenda Needham that NAIT's Scholarly Activity Policy be recommended for approval by the Board of Governors.

Carried

7. NEXT MEETING

Monday, November 19, 2018 at 2:00-4:00 p.m. in Governor's Boardroom

8. ADJOURNMENT

Moved by Boni Ehmann that the meeting be adjourned at 4:19 p.m.

Carried