



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

ACADEMIC COUNCIL

**Tuesday, September 6, 2022
2:00 p.m. to 4:00 p.m.
Via Microsoft Teams**

MINUTES

MEMBERS PRESENT:

Peter Leclaire (Chair)	Gerard Hayes	Jen Crothers	Denise MacIver
Stewart Cook	Dennis Sheppard	Shauna MacDonald	Randy Dreger
Matt Lindberg	Steve Chattargoon	Angela Skuba	Max Varela Arevalo
Mark Schneider	Kaedee Fythe Torrino	Tyleen Saison	Renata Medeiros
Jody Gylander	Xueyi (Amy) Zhou	John Belledo	

GUESTS: Susan Maheden, Linden Couteret

REGRETS: Laura Jo Gunter, Starr Zhang

RESOURCE: Lynda Robertson

1. OPENING

1.1 Call to Order and Approval of the Agenda

Peter Leclaire welcomed everyone to the first Academic Council meeting of the 2022/23 Academic year and called the meeting to order.

Angie Skuba declared a conflict of interest and will abstain from voting on agenda items 4.1.1 and 4.1.2 as her husband may be employed to teach in these programs.

There were no changes to the agenda.

Moved by Matt Lindberg that the agenda be approved as presented.

Seconded, Carried

1.2 Approval of the Minutes of the meeting of April 25, 2022.

Moved by Angie Skuba that the minutes of the meeting of April 25, 2022, be approved with the addition of Angie Skuba as a member present in the minutes.

Seconded, Carried

1.3 Business Arising from the Previous Meeting

There was no business arising from the previous meeting to bring forward.

2. UPDATES KEY TO NAIT

2.1 COVID update

Peter Leclaire provided an update on plans that NAIT is undertaking in order to be prepared in the event that another COVID outbreak occurs to ensure that there is minimal impact to students learning. NAIT will continue to follow guidance from Alberta Health. Work continues on contingency plans and communication will be shared if and when it is necessary.

2.2 Enrolment update

Peter Leclaire provided an update and where NAIT sits with enrolment numbers and the measures NAIT is taking to increase numbers in both International and Domestic enrolment.

Solid numbers won't be available until the add/drop deadline. To date, overall application rate continues to decline. Overall there are fluctuations in enrolment but from a budget perspective remains on target.

3. ORIENTATION

3.1 Orientation Presentation

Peter Leclaire led a PowerPoint presentation to provide an overview of Academic Council and the role Council plays at NAIT.

CHAIR OF ACADEMIC COUNCIL: To remain in compliance with the PSLA and Academic Council Bylaws, a vote was held and Peter Leclaire was appointed as Chair of Academic Council. This will allow Laura Jo Gunter the flexibility to attend other high priority meetings whose time conflicts with Academic Council.

Action: Angie Skuba and Peter Leclaire will revisit the Academic Council Constitution and Bylaws Membership and bring proposed changes to the next academic council meeting.

4. ADMINISTRATION

4.1 Apprentice-like Program Proposals

Not the usual course of approval, however due to timing and the desire of the Ministry to bring these programs to market there was urgency to seek the board's approval first and then to

Academic Council. The Board previously approved the programs for the apprenticeship expansion, subject to Academic council approving the academic elements of the programs. This removes the requirement to go back to the Board for further approval.

4.1.1 Cybersecurity post-diploma Certificate

Moved by Mark Schneider that Academic Council approves the academic elements of the Cybersecurity post-diploma Certificate apprentice-like program.

Seconded, Carried

4.1.2 Internet of Things post-diploma Certificate

Moved by Jody Gylander that Academic Council approves the academic elements of the Internet of Things post-diploma Certificate apprentice-like program.

Seconded, Carried

4.2 Program Proposals

4.2.1 Bachelor of Applied Business Administration Finance Termination

Moved by Angela Skuba that Academic Council recommend approval of the termination of Applied Bachelor of Business Administration – Finance to the Board of Governors.

Seconded, Carried

4.2.2 Dental Assisting Technology Termination

Moved by Stewart Cook that Academic Council recommend approval of the termination of the Dental Assisting Technology diploma program to the Board of Governors.

Seconded, Carried

4.2.3 Animal Health Technology Co-op

Moved by Renata Medeiros that Academic Council recommend approval of the addition of the Animal Health Technology Co-op to the Board of Governors.

Seconded, Carried

4.2.4 Disaster and Emergency Management Co-op

Moved by Dennis Sheppard that Academic Council recommend approval of the addition of the Disaster and Emergency Management Co-op to the Board of Governors.

Seconded, Carried

4.2.5 Bachelor of Technology Co-op

Moved by Max Varela Av that Academic Council recommend approval of the addition of the Bachelor of Technology Co-op to the Board of Governors.

Seconded, Carried

4.3 Policy

4.3.1 Gender Based and Sexual Violence Policy

Moved by Matt Lindberg that Academic Council recommend approval of the Gender Based and Sexual Violence Policy to the Board of Governors with the consideration of changing the word “forced” to “without consent”.

Seconded, Carried

4.3.2 Credential Policy

Moved by Renata Medeiros that Academic Council recommend approval of the Credential Policy to the Board of Governors.

Seconded, Carried

5. OTHER BUSINESS

No other business brought forward.

6. NEXT MEETING

Monday, November 14, 2022 from 2:00 pm to 4:00 pm

7. ADJOURNMENT

Moved by Peter Leclaire that the meeting be adjourned at 4:08 pm.

Seconded, Carried