



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

**ACADEMIC COUNCIL**

**Monday, April 25, 2022  
2:00 p.m. to 4:00 p.m.  
Via Microsoft Teams**

**MINUTES**

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**MEMBERS PRESENT:**

Peter Leclaire (Chair)	Jamie Corfield	Renata Medeiros	Jen Crothers	Stewart Cook
Kelly Hobbs Bruzzese	Shauna MacDonald	Steve Chattargoan	Randy Dreger	Dong Ye
Annemarieke Hoekstra	Jorgia Moore	Jerilyn Kotelniski	Mark Schneider	Natalie Sarzynski
Leshan Masikonte	Angela Skuba			

**GUESTS:** Andy Weiler, Todd Matsuba, Dennis Sheppard, Jodi Howick, Ryan Young, Wendy Marusin, Jenny Olsen

**REGRETS:** Laura Jo Gunter, alison lewis, Kody Shwaga, Nairish Momin

**RESOURCE:** Lynda Robertson

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**1. OPENING**

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

Peter Leclaire welcomed everyone to the Academic Council meeting and called the meeting to order.

For transparency, Angela Skuba and Steve Chattargoan declared they contributed to the work done on the program proposals discussed in 3.1 below.

There were no changes to the agenda.

***Moved by Shauna MacDonald that the agenda be approved as presented.***

***Seconded, Carried***

## 1.2 Approval of the Minutes of the meeting of January 31, 2022.

*Moved by Mark Schneider that the minutes of the meeting of January 31, 2022, be approved as presented.*

**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 IMA update

Peter Leclaire provided an update on the Investment Management Agreements with the government, outlining the at-risk and transparency metrics that NAIT will be held accountable for.

### 2.2 COVID status update

Andy Weiler joined Academic Council to provide an update on COVID and how NAIT will stay on top of the situation as members of the Covid Advisory Committee and Coordinated Response Team return to their original positions.

## 3 ADMINISTRATION

### 3.1 Program Proposals

Jodi Howick, Ryan Young, Dennis Sheppard and Todd Matsuba spoke to the program proposals brought forward from the JR Shaw School of Business and School of Trades. Briefing notes were provided along with the formal proposals to highlight the reasons to support each proposed change. Proposals presented to Academic Council have been previously approved by APLC and EMC.

#### 3.1.1 Hospitality Management (Dennis Sheppard/Jodi Howick/Ryan Young)

Provide the addition of a co-op program option effective July 1, 2023.

*Moved by Mark Schneider that the addition of a Hospitality Management co-op be recommended for approval by the Board of Governors.*

**Seconded, Carried**

#### 3.1.1 Pre-employment Automotive Service Certificate (Todd Matsuba)

Suspension of the program until June 30, 2024 and eventual termination.

***Moved by Angela Skuba that suspension of the Pre-employment Automotive Service Certificate be recommended for approval by the Board of Governors.***

***Seconded, Carried***

### **3.2 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 approved all three of 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 approvals.

#### **3.2.1 Food and Beverage Certificate (formerly Hospitality Certificate) (Ryan Young, Jodi Howick, Dennis Sheppard)**

Jodi Howick, Ryan Young and Dennis Sheppard spoke to the Apprentice-like program proposal brought forward from the JR Shaw School of Business. A briefing note was provided along with the formal proposal to highlight reasons for support. The program was previously approved by the Board of Governors, and the program proposal presented to Academic Council was previously approved by APLC.

***Moved by Kelly Hobbs-Bruzzese that Academic Council approves the academic elements of the Food and Beverage apprentice-like program.***

***Seconded, Carried***

#### **3.2.2 DRAFT Cybersecurity post-diploma Certificate (Stewart Cook)**

Stewart Cook spoke to the Apprentice-like program proposal brought forward from the School of Applied Science and Technology. A briefing note was provided for information purposes only and Academic Council was advised that full application will come forward at a later date.

#### **3.2.3 DRAFT Internet of Things post-diploma Certificate (Stewart Cook)**

Stewart Cook spoke to the Apprentice-like program proposal brought forward from the School of Applied Science and Technology. A briefing note was provided for information purposes only and Academic Council was advised that full application will come forward at a later date.

### **3.3 Faculty Emeritus nominees**

As Chair of the Faculty Emeritus Sub-Committee, Shauna MacDonald provided information to Academic Council to support a recommendation from the sub-committee for a nominee to receive Faculty Emeritus recognition at the upcoming awards ceremony in June.

***Moved by Shauna MacDonald that Academic Council supports the recommended Faculty Emeritus nominee, Dorothy Lawrence, for approval by the Board of Governors subject to prior review and approval from Human Resources.***

***Seconded, Carried.***

#### **4 OTHER BUSINESS**

No other business brought forward.

#### **5 PRESENTATION**

##### **5.1 Duty to Accommodate**

Wendy Marusin and Jenny Olsen led a PowerPoint presentation for Academic Council providing an overview of Duty to Accommodate at NAIT including next steps as we move forward.

#### **6 NEXT MEETING**

Orientation: Tuesday, September 6, 2022 from 2:00 pm – 4:00 pm

First Meeting: Monday, September 12, 2022 from 2:00 pm to 4:00 pm

#### **7. ADJOURNMENT**

***Moved by Angela Skuba that the meeting be adjourned at 4:04 pm.***

***Seconded, Carried***