



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

**ACADEMIC COUNCIL**

**Monday, April 24, 2023  
2:00 p.m. to 4:00 p.m.  
Via Microsoft Teams**

**MINUTES**

---

**MEMBERS PRESENT:**

Peter Leclaire (Chair)	Gerard Hayes	Jen Crothers	Stewart Cook
Matt Lindberg	Denise MacIver	Dennis Sheppard	Shauna MacDonald
Spenser Rawluk	Steve Chattargoon	Angela Skuba	Max Varela Arevalo
Randy Dreger	Starr Zhang	Tyleen Saison	Xueyi (Amy) Zhou
John Belledo	Deeksha Gill	Suhail Singh	Renata Medeiros

**GUESTS:** Stacy Oslund, Natasja Saranchuk, Fred Schultz, Sirina Hamilton

**REGRETS:** Jody Gylander

**RESOURCE:** Lynda Robertson

---

**COMMITTEE HIGHLIGHTS:**

Highlights of the April 24th Academic Council meeting include a program name change for the Geomatics Program, an updated Student Awards Policy and Procedure, and Nominees for Faculty Emeritus, all of which have been recommended to the Board for approval and are found in the Board Consent Agenda. Academic Council approved DRAFT DDCP Academic Planning Calendars for 2024/25, 2025/26 and 2026/27, and the Student Awards and Student Awards Agreements Procedures. Motions for two program suspensions were defeated – Bachelor of Technology in Construction Management and Photographic Technology Diploma. The next meeting will be held on September 11<sup>th</sup>.

**1. OPENING**

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

Peter Leclaire welcomed Council members and guests that joined for the public portion of the meeting and called the meeting to order.

There were no declarations of conflict of interest.

There were no changes to the agenda.

***Moved by Denise MacIver that the agenda be approved as presented.***

***Seconded, Carried***

## **1.2 Approval of the Minutes of the meeting of January 30, 2023**

***Moved by Stewart Cook that the minutes of the meeting of January 30, 202 be approved.***

***Seconded, Carried***

## **1.3 Business Arising from the Previous Meeting**

Peter Leclaire advised that there was no outstanding business arising from the previous meeting.

## **2. ACADEMIC UPDATE**

Peter Leclaire did not give an Academic update in order to allow time for important conversations later in the meeting.

## **3. ADMINISTRATION**

### **3.1 Program Proposals**

#### **3.1.1 Geomatics Program Name Change**

Stewart Cook led conversation and welcomed feedback from council members around the details provided in the program proposal to support the program name change from Geomatics Engineering Technology to Surveying and Geospatial Engineering Technology.

**Moved by Stewart Cook that Academic Council supports the Geomatics Program Name Change and recommends approval to the Board of Governors**

***Seconded, Carried***

#### **3.1.2 Bachelor of Technology in Construction Management Program Suspension**

Stewart Cook outlined the examination of the program proposal submitted to justify the suspension of the Bachelor of Technology in Construction Management Program, He emphasized that the decision to suspend the program should not be interpreted

as a criticism of the instructors involved. Instead, it is a recognition of the imperative to adapt and evolve in order to align with the evolving demands of the industry.

### **3.1.2.1 Presentation**

Shauna shared a presentation in support of the Bachelor of Technology in Construction Management program to share concerns from those directly involved who feel that the program has not been given the chance to succeed despite its low cost of delivery and high potential for growth. Issues arising because of entrance requirements and the bridging program were brought forward for discussion

***Moved by Stewart Cook that Academic Council supports the Bachelor of Technology in Construction Management program suspension and recommends approval to the Board of Governors.***

***Academic Council accepts the results of the vote and this motion is defeated.***

***Motion defeated***

#### **Next Steps:**

After a careful review of the available data and deliberations among council members, it was concluded that the information provided did not sufficiently justify the need for program suspension. Further research and evidence are necessary to make an informed decision regarding the program's future. Consequently, the Academic Council has chosen to maintain the program until additional information can be gathered and analyzed to ensure a comprehensive evaluation.

### **3.1.3 Photographic Technology Diploma Program Suspension**

Stewart Cook led discussion and welcomed feedback from council members while he reviewed the details provided in the Photographic Technology Diploma Program Suspension Proposal. Stewart stressed that the quality of the program or the staff were never in question and unfortunately overwhelming support doesn't necessarily mean enrolment or employment.

A great deal of discussion revolved around the removal of the career investigation and whether or not any attempt has been made to modernize the program was asked.

Enrolment was paused before the suspension proposal was presented to Academic council and the Board. Decisions made sense at the time, and process may need to be re-examined.

#### **3.1.3.1 Presentation**

Reg Westly walked Academic Council through a PowerPoint presentation with a focus on the importance of keeping the Photographic Technology Diploma Program at NAIT.

**Moved by Stewart Cook that Academic Council supports the Photographic Technology Diploma program suspension and recommends approval by**

**Academic Council accepts the results of the vote and this motion is defeated.**

***Motion defeated***

**Next Steps:**

After a careful review of the available data and deliberations among council members, it was concluded that the information provided did not sufficiently justify the need for program suspension. Further research and evidence are necessary to make an informed decision regarding the program's future. Consequently, the Academic Council has chosen to maintain the program until additional information can be gathered and analyzed to ensure a comprehensive evaluation.

### **3.2 DDCP Academic Planning Calendars**

Jen Crothers and Fred Schultz explained the process of building DDCP Planning Calendars to help council understand flow through impacts of start and end dates from one academic year to the next while keeping within operational guidelines. Ensuring instructors have enough time to prepare administratively before the beginning of a term and sufficient time for reporting of grades after a term, feedback from program areas and impacts on students for financial aid and paying rent all impact the planning process.

#### **3.2.1 DRAFT 2024/25 DDCP Academic Planning Calendar**

Concern was raised that the dates put forward for approval do not allow enough time for mark submission. It was explained that these dates were chosen based on feedback from instructors and schools that support an extra day of instruction rather than an extra day on the back end, their request that terms should never end on a Monday, and the importance for students to receive their grades before the holidays.

***Moved by Max Varela Arevalo that Academic Council approve the DRAFT 2024/25 DDCP Academic Planning Calendar.***

***Seconded, Carried with 1 opposed***

#### **3.2.2 DRAFT 2025/26 DDCP Academic Planning Calendar**

Concern was raised that the dates put forward for approval do not allow enough time for mark submission. It was explained that these dates were chosen based on feedback from instructors and schools that support an extra day of instruction rather than an extra day on the back end, their request that terms should never end on a Monday, and the importance for students to receive their grades before the holidays.

***Moved by Randy Dreger that Academic Council approve the DRAFT 2025/26 DDCP Academic Planning Calendar. Shauna opposed.***

**Seconded, Carried with 1 opposed**

### **3.2.3 DRAFT 2026/27 DDCP Academic Planning Calendar**

No opposition to any conversation around the 26/27 DDCP Academic Planning Calendar.

***Moved by Angie Skuba that Academic Council approve the DRAFT 2026/27 DDCP Academic Planning Calendar.***

**Seconded, Carried**

### **3.3 Student Awards Policy and Procedure**

Jen, Fred and Sirina presented the revised version of Student Awards Policy and Procedure (up for review) which gave them an opportunity to clarify, align with best practises and position the policy and procedure strategically for NAIT. They proceeded to explain the role of student awards, the steps taken in the development of the policy and procedure and the guiding principles.

***Moved by Jen Crothers that Academic Council recommend the Student Awards Policy to the Board of Governors for Approval.***

**Seconded, Carried**

***Moved by Jen Crothers that Academic Council approve the Student Awards Procedure and Student Awards Agreements Procedure.***

**Seconded, Carried**

### **3.4 Faculty Emeritus Nominees (*Confidential*)**

Guests observing the Academic Council meeting were asked to leave the meeting at this point.

Randy Dreger presented the information to support nominations for this year's Faculty Emeritus recipients. There was no concern brought forward by Council members and the names will move forward for next steps.

***Moved by Randy that Academic Council supports the recommended nominees for Faculty Emeritus recognition and recommends approval by the Board of Governors.***

**Seconded, Carried**

## **4. OTHER BUSINESS**

No other business brought forward.

**5. NEXT MEETING**

Monday, September 11, 2023 from 2:00 pm to 4:00 pm

**7. ADJOURNMENT**

*Moved by Steve Chattargoan that the meeting be adjourned at 4:39 pm.*