



## NORTHERN ALBERTA INSTITUTE OF TECHNOLOGY

### ACADEMIC COUNCIL

Monday, October 7, 2024  
2:00 pm – 4:00 pm  
via Microsoft Teams

### MINUTES

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#### MEMBERS PRESENT:

Peter Leclaire (Chair)	Gerard Hayes	Jen Crothers	Matt Lindberg
Dennis Sheppard	Stephen McMillan	Agatha Ojimelukwe	Shauna MacDonald
Tami Cogger	Irene Kirby-Frith	Max Varela Arevalo	Steve Chattaroon
Gilles Prefontaine	Jenna Luczak	Marina Bruno	Brayden Shopland
Nicolas Constantin	Ajoke Akinmade	Bianca Hamtig	Salinderjit Kaur

#### REGRETS:

#### RESOURCE:

Lynda Robertson

#### GUESTS:

Stacy Oslund                      Sonja Gauvin

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### 1. OPENING

#### 1.1. Call to Order and Approval of the Agenda

Peter Leclaire welcomed everyone, thanked them for their flexibility with regard to the last-minute cancellation of September's meeting due to illness, and called the meeting to order. Observers were kindly reminded to keep their microphones muted and cameras off.

There were no additions to the agenda.

There were no declarations of conflict of interest.

***Moved by Jen Crothers that the agenda be approved as presented.***

***Seconded, Carried***

## **2. CONSENT AGENDA**

2.1. Approval of the Minutes of Academic Council for the meeting held April 22, 2024.

***Requested by Jenna Luczak that the Minutes of Academic Council for the meeting held April 22, 2024, be moved to new business for further discussion.***

## **3. ORIENTATION**

Peter Leclaire led a PowerPoint presentation providing an overview of Academic Council and the role Council plays at NAIT, allowing time for questions and further explanation where requested.

## **4. BUSINESS ARISING FROM PREVIOUS MEETING**

### **4.1. Paused Admission**

Stacy Oslund presented a draft operational process to the Academic Council, aimed at providing guidelines for determining the future of a program. This is not a policy or procedure.

The process aims to differentiate between suspension and pausing admissions. If there is a potential suspension, the formal suspension process should be followed. Definitions will help separate the work, and language will be clarified to ensure decisions are made using the correct process.

The process is intended for situations with a clear intent to reopen programs, different from suspension. Clear rationale for the pause decision should accompany implementation.

Council members made several recommendations for Stacy to consider for next steps:

- Integrating a companion document into the template for risk mitigation.
- Adding stronger language.
- Adding clarity to the process, guidelines, and definitions.
- Accelerating the development of a policy on suspension and termination to bring back to Academic Council.

## **4.2. Photographic Technology**

A complete suspension proposal will be brought forward for vote later in this agenda, item 6.2.

## **4.3. Academic Council Bylaws**

Work continues individually to update the bylaws. Marina, Shauna and Peter will meet to review their updates and bring forward to a future meeting.

## **4.4. Motions taken to the Board Of Governors**

The motion taken to the Board to “re-open and un-pause admissions and enrolment for the 2-year Photographic Technology program so students can register for the fall 2024 term” was defeated. “Moved by Kristina Williams that the Board of Governors decline to move forward with Academic Council’s recommendation to re-open and un-pause admissions and enrolment for the 2-year Photographic Technology program for the Fall 2024 term”

## **5. ACADEMIC UPDATE**

The written Academic Update in the meeting package provided Academic Council with an update on the Academic Portfolio Design project and outlined the extensive amount of work put into the project throughout the summer. No questions were asked by Academic Council Members.

## **6. ADMINISTRATION**

### **6.1. 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.

***Moved by Steve Chattargoan that Peter Leclaire be appointed Chair of Academic Council for the 2024-2025 Academic Year.***

***Seconded, Carried***

## **6.2. Photographic Technology Diploma Suspension Proposal**

Sonja Gauvin joined Dennis Sheppard to lead Academic Council through a presentation outlining an in-depth review of data pertaining to the Photography Program in support of the recommendation for program suspension.

Once approved by the Board of Governors, proposals still need to be submitted to Advanced Ed for assessment.

***Moved by Dennis Sheppard that the suspension proposal for Photographic Technology Diploma be recommended for approval by the Board of Governors.  
1 Opposed (Shauna MacDonald), Seconded, Carried***

## **6.3. Building Automation Service Technology, “apprenticeship like” Program Proposal**

Matt Lindberg requested that the Building Automation Service Technology “apprenticeship like” program proposal be moved to the next meeting.

## **7. NEW BUSINESS**

### **7.1 Minutes from the April 22, 2024 meeting.**

As requested by Jenna Luczak, the minutes from April 22, 2024 was moved to New Business for further discussion in order to make an amendment to her last name as recorded on the minutes. Jenna Williams was amended to Jenna Luczak.

***Moved by Jenna Luczak that the Minutes of the April 22, 2024 meeting be approved.***

***Seconded, Carried***

## **8. NEXT MEETING**

Monday, November 18, 2024, from 2:00 pm to 4:00 pm

## **9. ADJOURNMENT**

***Moved by Jen Crothers that the meeting be adjourned at 3:52 pm.***

***Seconded, Carried***

