ACADEMIC COUNCIL MEETING MINUTES
February 11, 2010

Members:

Council Chair:	Dr. Som Pillay
Council Vice-Chair:	Mr. Ali Al-Asadi
President:	Mr. Don Gnatiuk | ***Notice of Absence***
Vice-President Academic:	Ms. Susan Bansgrove
Deans:	Dr. Kazem Mashkournia | ***Absent***
	Ms. Jean Nordin
	Dr. Jerry Petryshyn
	Dr. Rik Vandekerkhove
Academic Staff Association:	Mr. Ali Al-Asadi
	Mr. Franco Carlacci | ***Absent***
	Ms. Pat Caulfield Fontaine | ***Absent***
	Mr. Garth Finlay
	Ms. Nancy Fraser
	Dr. Rene Gadacz
	Ms. Deena Honan
	Ms. Gwen Hoyseth
	Mr. Donald Parker
	Dr. Som Pillay
Students' Association:	Ms. Jenna Backer | ***Notice of Absence***
	Ms. Desiree Barnfield | ***Absent***
	Ms. Chantal Fontaine | ***Notice of Absence***
	Ms. Chelsey Greene | ***Absent***
	Mr. Jules LaPrairie | ***Notice of Absence***
	Ms. Neelam Pamnani
	Ms. Amy Penson
	Mr. Chris Scheller | ***Notice of Absence***
	Ms. Bilyana Tokusheva | ***Absent***
	Mr. Jordan Zeyha | ***Absent***
Employees' Association:	Ms. Allison Chisholm
	Ms. Lynne Ness
	Mr. Gordon Pellerin | ***Notice of Absence***
	Ms. Cate Sazwan
Community Members:	Ms. Jacquie Aitken-Gaboury | ***Absent***
	Ms. Terri Scott | ***Notice of Absence***

3508 CALL TO ORDER

The Chair called the meeting to order at 4:13 p.m.

3509 APPROVAL OF AGENDA

MOVED by Ms. Bansgrove; **SECONDED** by Dr. Gadacz that the agenda of February 11, 2010 be approved.

CARRIED

3510 MINUTES OF DECEMBER 10, 2009

MOVED by Ms. Honan, **SECONDED** by Ms. Fraser that the minutes of December 10, 2009 be approved as presented.

CARRIED

3511 COMMITTEE REPORTS

CURRICULUM COMMITTEE

Academic Council received the proposed Terms of Reference for the Curriculum Committee.

MOVED by Ms. Nordin, **SECONDED** by Dr. Gadacz, that Academic Council accept the Curriculum Committee Terms of Reference as submitted.

CARRIED

Academic Council received the Curriculum Committee Minutes of January 26, 2010.

MOVED by Ms. Nordin, **SECONDED** by Dr. Gadacz, that Academic Council accept the recommendations recorded in the Curriculum Committee Minutes of January 26. 2010.

CARRIED

In approving the January 26, 2010 recommendations of the Curriculum Committee, the following motions were approved:

Arts and Education

SO 2950 3(3-0-0) *UT pending* 45 Hours Autobiography

Motion: Recommend Academic Council approve the addition of SO 2950 3(3-0-0) 45 Hours Autobiography pending university transfer to course offerings.

Moved: R. Gadacz **Second:** D. McArthur

Discussion: This is a new course not based on any other course. This course provides an additional option for students in other programs and connects well with other sociology courses currently offered.

CARRIED

Nursing Education and Health Studies

Bachelor of Science in Nursing

Motion: Recommend that Academic Council approve the addition of information regarding blood borne virus infections for students in the Bachelor of Science in Nursing program to the calendar.

Moved: T. Evans **Second:** D. McArthur

Discussion: The department requests that "*The College and Association of Registered Nurses of Alberta (CARNA) requires mandatory reporting of any blood borne virus infection (BBVI) when applying for initial registration and renewal to practice as a registered nurse. Existence of a BBVI may require modifications to the practice of a registered nurse, but this would occur infrequently. Recommendations for practice for health care workers who have a BBVI are available through the Alberta Expert Review Panel for Blood Borne Infections in Health Care Workers. For further information about this issue contact the Deputy Registrar, College and Association of Registered Nurses of Alberta at www.nurses.ab.ca*." to be added to the calendar. This is not a requirement of the program but the department feels it is important to inform students of this requirement up front.
CARRIED

Office Administration
Office Administration
Discussion: Department requested a change in calendar descriptions and course outlines for Office Administration courses removing MOUS and replacing with MCAS (the new Microsoft Certification). Editorial. Received for information.

OA 1150 1.5(0-0-2.5) 37.5 Hours Microsoft Office 2007 Access Core Level
Discussion: Department requested that the calendar shows that this course is also available by distance delivery. Editorial. Received for information.

OA 2291 3(0-0-5) 75 Hours Microsoft Access and PowerPoint Comprehensive
Motion: Recommend that Academic Council approve a change in the name from OA 2291 Microsoft Access and PowerPoint Comprehensive to OA 2291Microsoft Access Comprehensive and that references to PowerPoint be removed from course outlines and calendar descriptions.
Moved: S. Barr **Second:** S. Bansgrove
Discussion: This change better reflects the content of this course. PowerPoint is not covered in this course.
CARRIED

OA 1240 3(0-0-30) 120 hours Work Experience
Motion: Recommend that Academic Council approve a modification of prerequisites and course description for OA 1240 3(0-0-30) 120 hours Work Experience.
Moved: S. Barr **Second:** R. Gadacz
Discussion: Oil and Gas Certificate and Dental Office Assistant Certificate programs will require students to successfully complete all of the other program courses prior to taking OA 1240 Work Experience. Calendar description for OA 1240 will change to:

This course provides the opportunity for the student to work in a supervised office environment and apply skills and knowledge learned in the program. A minimum of 120 hours of work experience over one semester is required. Students will complete an orientation to office information systems prior to the practicum. Students will work full shifts in a professional office with an experienced office manager. The office manager will act as supervisor and the student will follow the supervisor's work rotation.

Prerequisites: All other program requirements must be completed prior to beginning this course.
CARRIED

OA 1070 3(0-0-4) 60 Hours Microsoft Word 2007, Core Level II
Motion: Recommend that Academic Council approve a change in the course description for OA 1070 3(0-0-4) 60 Hours Microsoft Word 2007, Core Level II.
Moved: S. Barr **Second:** B. Howey
Discussion: "Notes" in the calendar description will change from "Credit will be granted for one of OA 1070 and OA 1080, or OA 2620" to "Credit will be granted for one of OA 1060 and OA 1070, or OA 2620." OA 1060 and OA 1070 have the same curriculum as OA 2620.
CARRIED

OA 1080 3(0-0-5) 75 Hours Microsoft Word 2007, Core Level III
Motion: Recommend that Academic Council approve a change in the course description for OA 1080 3(0-0-5) 75 Hours Microsoft Word 2007, Core Level III.
Moved: S. Barr **Second:** J. Petryshyn
Discussion: "Notes" in the calendar description will change from "Credit will be granted for one of OA 1070 and OA 1080, or OA 2620" to "Credit will be granted for one of OA 1080 or OA 2280." OA 1080 has the same curriculum as OA 2280.
CARRIED

OA 2280 3(0-0-5) 75 Hours Microsoft Word 2007, Expert Level
Motion: Recommend that Academic Council approve the addition of notes and a modification of the prerequisites for OA 2280 3(0-0-5) 75 Hours Microsoft Word 2007, Expert Level.
Moved: S. Barr **Second:** T. Evans
Discussion: "Notes" will be added to the calendar description for this course to read "Credit will be granted for one of OA 1080 or 2280." Prerequisites for this course will be changed to OA1070 or OA 2620. These changes accurately reflect the curriculum.
CARRIED

OA 2620 3(0-0-5) 75 Hours Microsoft Word 2007, Core Level
Motion: Recommend that Academic Council approve a change to the notes in the calendar course description for OA 2620 3(0-0-5) 75 Hours Microsoft Word 2007, Core Level.
Moved: S. Barr **Second:** J. Petryshyn
Discussion: "Notes" will be changed from "Credit will be granted for one of OA 1070 and OA 1080, or OA 2620." to "Credit will be granted for one of OA 1060 and OA 1070, or OA 2620." This change accurately reflects the curriculum.
CARRIED

CONVOCATION COMMITTEE
Academic Council received the proposed Terms of Reference for the Convocation Committee.

MOVED by Ms. Nordin, **SECONDED** by Ms. Bansgrove, that Academic Council accept the Convocation Committee Terms of Reference as submitted.

CARRIED

Academic Council received the Convocation Committee Minutes of August 28, 2009.

MOVED by Ms. Nordin, **SECONDED** by Ms. Honan, that Academic Council accept the recommendations recorded in the Convocation Committee Minutes of August 28, 2009

CARRIED

Academic Council received the Convocation Committee Minutes of January 21, 2010.

MOVED by Ms. Nordin, **SECONDED** by Ms. Ness, that Academic Council accept the recommendations recorded in the Convocation Committee Minutes of January 21. 2010.

CARRIED

3512 INSTRUCTOR EMERITUS

Ms. Karen Kennedy

The Human Services Department submitted a nomination to Academic Council for the designation of instructor emeritus for its former colleague, Ms. Karen Kennedy.

MOVED by Mr. Al-Asadi, **SECONDED** by Ms. Fraser, that Ms. Karen Kennedy be granted Instructor Emeritus of Grande Prairie Regional College.

CARRIED

3513 OPEN DISCUSSION

Ms. Bansgrove advised that Academic Council will be going to paperless meetings. Documents will be distributed electronically before the meeting and will be projected on the screen during the meeting.

Ms. Pamnani was welcomed to Academic Council.

3514 ADJOURNMENT

The meeting was adjourned at 4:27 p.m.

Dr. Som Pillay, Chair

Ms. Barb Johnston, Records

3508 CALL TO ORDER 2548
3509 APPROVAL OF AGENDA 2548
3510 MINUTES OF DECEMBER 10, 2009 2548
3511 COMMITTEE REPORTS 2548
3512 INSTRUCTOR EMERITUS 2551
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