



**MEDICINE HAT COLLEGE**  
**General Academic Council**

**MINUTES**

November 22, 2022

Courtyard Room

10:00 am – 12:00 pm

---

**1. APPROVAL OF AGENDA**

The Chair called the meeting to order at 10:04am. Nancy Brown, Vice President Academic & Provost was introduced, and round table introductions were done.

Addition to the agenda: Item #5.2 GAC Meeting Times (K. Shufflebotham)

Hearing no further changes or additions to the agenda; the motion for approval was called.

**Motion: (S. Schindel)**

**“That the agenda of the General Academic Council meeting of November 22, 2022 be adopted as amended.”** **CARRIED**

**2. APPROVAL OF MINUTES – October 4, 2022**

Hearing no changes or additions to the minutes; the motion for approval was called.

**Motion: (C. Flinn)**

**“That the minutes of the General Academic Council meeting of October 4, 2022 be adopted as presented.”** **CARRIED**

**4. UPDATES**

**4.1 Executive Committee Update**

Kevin Shufflebotham, President & CEO

Priorities:

- Work is ongoing and on track for the new website to be implemented in July 2023.
- Gov't of AB – New Ministry: Skilled Trades & Professions
- All gov't mandate letters received and will be circulated to GAC for information (directives include increasing the number of rural physicians; increased funding for private colleges; expediting teaching certificates for instructors in skilled trade professions, etc.)
- SLT Retreat next week: priorities for 2023-24; mandate letters will be reviewed and discussed
- Targeted enrolment expansion: we will be considering our capacity and ability to respond to future funding calls that may have tight timelines as we've seen recently.

Wayne Resch, Vice President Administration & Finance

- ERP: we've had a couple of demonstration sessions for a new student system and next steps will be determining which option we'll go with.
- The SLT Retreat next week will also be a kick-off to the budget process. We'll begin discussing 2023-24 budget and review the list of competing priorities.

## Nancy Brown, Vice President Academic & Provost

- Academic Plan: an email will be coming soon from Nancy regarding 2 engagement sessions to obtain feedback on the Academic Plan V1 (Nov. 30 & Dec.2). We will be populating the areas of focus within the six frames identified. Priorities will be set for the remainder of this academic year, and we can also populate out for the next three years.
- A big thank you to the SALT team for all the work done on the Academic Plan to date.

### **4.2 Faculty Update**

#### Linda Tooth, School of Business & Continuing Studies

- Hearing some concerns recently from both faculty and students regarding post-covid issues
- On the faculty side, there have been concerns around student expectations now that we are back in the classroom.
- On the students' side, there are concerns around communication issues with faculty. All issues are attributed to post-covid challenges for the most part.
- Nancy and Linda will connect to discuss the concerns.

### **4.3 Students' Update**

#### Alysha Kuntz, President, Students' Association

- ASEC is going through a restructure and Shivam, our VP External; has been voted onto the ASEC Board of Governors.
- Seeing a lot of students on campus who are dealing with food scarcity. Last year, 15 students accessed the food bank through the Students' Association throughout the entire year. This year we've already had 15 students access it from September until now. We are trying to work on finding solutions for this.
- There has been a large number of non-academic misconduct violations so far this year. We haven't identified a theme but will be looking into this further and will work with the deans as these issues arise.

## **5. OLD BUSINESS**

### **5.1 Honorary Applied Degree Membership**

- The first meeting of the Committee will need to take place before the Christmas break
- We are still seeking both a faculty and student representative to participate on the Committee this year (2 meetings only).
- Mark Kaethler volunteered to participate on behalf of faculty. Lily or Alysha will participate on behalf of the Students' Association.
- Paula will be in touch soon to schedule the initial meeting.

### **5.2 GAC Meeting Times**

- The remaining meetings for this year are scheduled on February 7<sup>th</sup> and April 2<sup>nd</sup>. Currently, both meetings are set for 10:00am-12:00pm and the meeting dates are scheduled around Board of Governor and Curriculum Committee meetings as well.
- If faculty have conflicts, they are welcome to plan for alternate arrangements for their classes which may fall during meeting times.
- Everyone agreed that we will keep the meeting time of 10:00am-12:00pm for the February and April meetings.

## 6. NEW BUSINESS

### 6.1 Curriculum Committee Update

#### 6.1.1 Terms of Reference

- The Committee has met twice since the last GAC meeting and they have made changes to the Terms of Reference, regarding which items this Committee *actually* needs to review/address and these are being presented to GAC for approval.
- Slight changes have been made to reflect that the Committee will focus on the bigger things that need to go to the Board of Governors or the Ministry of Advanced Education for approval. Going forward; smaller items/changes will have oversight from the Dean.

**Motion: (S. Henderson)**

**“That General Academic Council approve the Curriculum Committee Terms of Reference changes as presented.”** **CARRIED**

#### 6.1.2 EREC Program Change

- If GAC Approves the name change presented today, it will go to the Board of Governors and the Ministry of Advanced Education for final approval.
- EREC enrollment has been under review and due to the fact that it is not where it should currently be, the proposal is to change the name of the program from Environmental Reclamation Technician to Environmental Biology & Reclamation Technology.
- The program initially had an oil and gas focus but now there will be more focus on agrology technology.
- We hope the name change will incorporate more opportunity as recruiters feel this resonates well with students. There was unanimous support for the name change at the PAC meeting as well.

**Motion: (S. Henderson)**

**“That General Academic Council recommend to the Board of Governors for approval, that the Environmental Reclamation Technician Diploma program name be changed to Environmental Biology & Reclamation Technology Diploma, subject to the approval of the Minister of Advanced Education.”** **CARRIED**

## 7. PRESENTATION/DISCUSSION: Essential/Foundational Skills

- Jason Openo and Clay Bos gave a presentation and exercise on essential skills
- Four handouts were provided to help start the conversation and get people thinking and discussing these skills and we hope that more conversation will happen as we go forward.
- We have approximately 7-10 skills categories that could be used to provide focus for program and course level outcomes:
  1. Creative thinking
  2. Critical thinking
  3. Communication
    - a. Reading
    - b. Oral
    - c. Written
  4. Problem solving
  5. Quantitative literacy
  6. Teamwork/Collaboration/Interpersonal
  7. Information literacy/Digital Skills
  8. Self-management & Leadership/Adaptability

- Discussion/Essential Skill exercise ensued.

**8. Next Meeting: February 7, 2023**

- Meeting adjourned at 11:11am.

**MOTION: (S. Henderson)**

**“That the November 22, 2022 General Academic Council meeting be adjourned”.**

**CARRIED**