

**Royal Roads University  
ACADEMIC COUNCIL  
AUGUST 19, 1998**

**MINUTES**

<b>PRESENT</b>	<b>COUNCIL MEMBERS</b>	<b>EX OFFICIO MEMBERS</b>
	Jim Bayer	Gerry Kelly, Acting Chair
	Laurie Maslak	Don MacMillan
	Gerry Nixon	
	Anton Boegman	Rosemary Smedley, Recording
	Steve Grundy	
	Tom Hickman	Guest: Eric West
	Doug Bright	
	Robert Gale	
	Rick Roskin	
<b>ABSENT</b>	Jim McTaggart-Cowan	Ramona Lumpkin, Chair
	Stacey Foley	David Krauel
	Monique Cikaliuk	Peter Turner

**1. Call to Order**

Meeting was called to order by the Acting Chair at 2:36 p.m. Eric West, the in-coming Director of the Management Division, was welcomed by the group.

**2. Approval of the Agenda**

The agenda was approved with the following changes:

- 4 c) Ethics in Research Policy is deferred to the September meeting.
- 5 b) Presentation of RRU Environmental Mission Statement will be addressed by Robert Gale in Jim McTaggart-Cowan's absence.

**3. Approval of July 15, 1998 Minutes**

**Motion: It was moved by Jim Bayer and seconded by Anton Boegman**

**THAT THE MINUTES OF THE JULY 15, 1998 MEETING BE APPROVED.**

**MOTION CARRIED**

## **Business Arising From Previous Minutes**

### b) Learner Code of Conduct Policy

Don MacMillan noted that he, Stacey Foley, Tom Hickman, Jeff Walker and Jim Dunsdon have reworked the document to make it more user friendly and to emphasize rights and responsibilities. The document has gone to the University's legal counsel for review.

There was discussion regarding whether the policy needs to have more specifics in it. The majority of the committee agreed that keeping the document brief and generic was more favourable than having an extremely long document to list every possible scenario.

It was further noted that this policy is for discussion by Academic Council; final approval of the policy will be given by the President.

**Motion: It was moved by Anton Boegman and seconded by Jim Bayer**

**THAT ACADEMIC COUNCIL SUPPORT THE LEARNER CODE OF CONDUCT POLICY**

**MOTION CARRIED  
Gale against, Bright abstained**

### b) Policy on Extensions and Completions

The document which was reworked by Jim Bayer following the July Academic Council meeting was reviewed.

**Motion: It was moved by Jim Bayer and seconded by Doug Bright**

**THAT ACADEMIC COUNCIL APPROVE THE POLICY ON EXTENSIONS AND COMPLETIONS**

**MOTION CARRIED**

Don MacMillan noted that the issue of "IP" grades needs to be addressed as most institutions view this as a temporary mark. It was agreed that recording a notation explaining the grade system at Royal Roads on transcripts with "IP" grades may help to clear up any external confusion.

## **5. New Business**

### **a) Review of the Creative Leadership in Health Care Program**

Gerry Nixon distributed a revised background document "Request for a Certificate of Achievement for a Non-Degree Program in Executive Education by the Leadership and Training Division." Gerry Nixon clarified that Academic Council approves Certificates of Achievement and that granting of credit is at the discretion of the Program Directors.

**Motion: It was moved by Robert Gale and seconded by Jim Bayer**

**THAT ACADEMIC COUNCIL APPROVE THE REQUEST FOR A CERTIFICATE OF ACHIEVEMENT FOR THE NON-DEGREE "CREATIVE LEADERSHIP IN HEATH CARE" PROGRAM IN EXECUTIVE EDUCATION BY THE LEADERSHIP AND TRAINING DIVISION**

**MOTION CARRIED**

### **b) Presentation of RRU Environmental Mission Statement**

This statement was approved by the Board last year. It was brought to Academic Council today to seek suggestions on how to make the RRU community aware of its existence. It was agreed that the orientation phase of the programs is a prime time to inform people. It was also suggested that a web site would also be a useful tool for communication.

It was suggested that direct reference be made to the heritage of RRU in the statement. Robert Gale will take this idea forward to the Environmental Management Advisory Team.

## **6. Other Business**

### **a) Undergrads - Development of Survival Tactics**

Tom Hickman suggested that it would be beneficial for the University to take a look at ways to improve the environment for the undergraduates. The one year program is very intensive and there need to be ways of energizing students to help them get through the year. Tom also suggested that RRU needs to find ways to drive the learner culture to where we want it to be.

Tom agreed to work with other undergrads to prepare a brief report on the issues they feel need to be dealt with and what can be done to improve the quality of life of learners while at RRU.

The Acting Chair noted that this is the last meeting for Don MacMillan, Rick Roskin, Tom Hickman and Stacey Foley and thanked them for their very valuable input and dedication to the Academic Council.

## **7. Adjournment**

The meeting adjourned at 4:00 p.m. The next meeting of Academic Council will be September 16, 2:30 p.m., Castle 3<sup>rd</sup> Floor Boardroom.