

**Royal Roads University  
ACADEMIC COUNCIL  
April 18, 2001**

**Minutes**

<b>PRESENT</b>	<b>COUNCIL MEMBERS</b> Jim Bayer Stew Churlish Doug Hamilton Peter Hlynsky Suzanne LaPerriere Jim McTaggart-Cowan Gerry Nixon Ken Stratford	<b>EX OFFICIO</b> Ramona Lumpkin Ann Nightingale  Bette Kosmolak, Recording
<b>REGRETS</b>	Judy Carter Ken Crewe Steve Grundy Stephen Long Eric West Larry Wolfe	Tom Austin Gerry Kelly David Krauel Dana McFarland

**1. Call to Order**

The Chair called the meeting to order at 3:05 pm.

**2. Agenda**

**Motion: It was moved by Jim McTaggart-Cowan, seconded by Jim Bayer  
THAT THE AGENDA BE APPROVED AS DISTRIBUTED.**

**CARRIED**

**3. Minutes**

**Motion: It was moved by Jim McTaggart-Cowan, seconded by Jim Bayer  
THAT THE MINUTES OF MARCH 21, 2001 BE APPROVED AS  
DISTRIBUTED.**

**CARRIED**

**4. Standing Items**

- a) Degree Approval

**Motion: It was moved by Gerry Nixon, seconded by Jim McTaggart-Cowan THAT THE FIVE LEARNERS WHOSE NAMES WERE PRESENTED FOR THE BACHELOR OF COMMERCE IN ENTREPRENEURIAL MANAGEMENT BE APPROVED AS ACADEMICALLY ELIBIGLE FOR THIS DEGREE (see attached).**

**CARRIED**

**Motion: It was moved by Gerry Nixon, seconded by Jim McTaggart-Cowan THAT THE SEVEN LEARNERS WHOSE NAMES WERE PRESENTED FOR THE MASTER OF BUSINESS ADMINISTRATION IN DIGITAL TECHNOLOGIES MANAGEMENT BE APPROVED AS ACADEMICALLY ELIGIBLE FOR THIS DEGREE (see attached).**

**CARRIED**

**Motion: It was moved by Gerry Nixon, seconded by Jim McTaggart-Cowan THAT THE 21 LEARNERS WHOSE NAMES WERE PRESENTED FOR THE MASTER OF BUSINESS ADMINISTRATION IN EXECUTIVE MANAGEMENT BE APPROVED AS ACADEMICALLY ELIGIBLE FOR THIS DEGREE (see attached).**

**CARRIED**

**Motion: It was moved by Gerry Nixon, seconded by Jim McTaggart-Cowan THAT THE SIX LEARNERS WHOSE NAMES WERE PRESENTED FOR THE MASTER OF BUSINESS ADMINISTRATION IN HUMAN RESOURCES MANAGEMENT BE APPROVED AS ACADEMICALLY ELGIBLE FOR THIS DEGREE (see attached).**

**CARRIED**

**Motion: It was moved by Gerry Nixon, seconded by Jim McTaggart-Cowan THAT THE 11 LEARNERS WHOSE NAMES WERE PRESENTED FOR THE MASTER OF BUSINESS ADMINISTRATION IN PUBLIC RELATIONS AND COMMUNICATION MANAGEMENT BE APPROVED AS ACADEMICALLY ELIGIBLE FOR THIS DEGREE (see attached).**

**CARRIED**

**Motion: It was moved by Jim McTaggart-Cowan, seconded by Doug Hamilton THAT THE THREE LEARNERS WHOSE NAMES WERE PRESENTED FOR THE MASTER OF SCIENCE IN ENVIRONMENT AND MANAGEMENT BE APPROVED AS ACADEMICALLY ELIGIBLE FOR THIS DEGREE (see attached).**

**CARRIED**

## 5. New Business Arising

### a) GPA grades

The Chair reviewed previous discussions regarding the GPA grading policy, noting the feedback received from Academic Council's learner members. There was a suggestion that the handling of GPAs remain at the division level, as well as discussions about the benefits of a university-wide system. The item was tabled to the next meeting.

***Action: Bette Kosmolak to prepare a Notice of Motion regarding the handling of GPA for the next Academic Council meeting, after Deans Council reaches clarity on the issue.***

### b) Flow for reporting evaluations

The Chair commented on the proposed manner of dealing with the learner evaluations of instructors, including examples of how issues raised in the evaluations were currently being addressed. Discussion focused on whether or not the comment part of the evaluations should require learners' signatures to hinder unprofessional, personal or derogatory comments, which did not constitute instructive or informative feedback.

Discussion included:

- Providing instruction to all learners on what constitutes valuable feedback
- Deleting all comments considered racist or sexist, and any using foul language, thus removing the privilege of responding from those whose comments were deemed unprofessional
- Providing a mid-course survey which could be used to improve instruction
- Retaining honesty in evaluations by continuing with anonymity
- Providing greater feedback to the learners of the results of the surveys to assure them their issues were being addressed
- Supporting faculty to use a greater variety of feedback mechanisms

The Chair also provided an overview of how learner evaluations were currently used by the administration to evaluate new core and associate faculty.

***Action: The learner representatives to Academic Council to raise the issue of evaluations (including whether comments should be signed) as an exploratory discussion among their constituents and report the results of such discussions at the next meeting.***

On a motion by Jim McTaggart-Cowan the meeting adjourned.