

**Royal Roads University
ACADEMIC COUNCIL
August 24, 2005**

Minutes

PRESENT	COUNCIL MEMBERS Doug Seeley Jim Hutton Pam Crosby (by phone) Stephen Long Vivien Corwin Vivienne Wilson	EX OFFICIO Ron Bordessa (Chair) Dana McFarland David Rees Eric West Jim Bayer Mary Bernard Bette Kosmolak, Recording
REGRETS	Shaun Price	Ken Stratford Niraj Bhargava Rick Skinner Steve Grundy
GUESTS	Deborah Wickins Graham Dickson Lynn Taylor Monique Cikaliuk Nancy Arsenault Susan Chandler	

1. **Call to Order** - The Chair called the meeting to order at 3:05 pm.

2. **Approval of the Agenda**

Hearing no objections or additions, the agenda was taken as approved.

3. **Minutes**

The minutes were amended by including 'program' in the following motion:
That the proposed grading policy be approved and applied to all new
program intakes having start dates of August 8, 2005 or later.

The minutes, as amended, were accepted by consensus.

4. **Business Arising** - none

5. **Announcements and Communications** - none

6. **Notices of Motion**

The Chair acknowledged the number of guests attending the meeting, and noted that permission for guests to speak would be granted upon approval of at least 60 per cent of the attending members.

a) Graduate Certificate in Strategic Leadership in Tourism

Motion: It was moved by Jim Bayer, seconded by Eric West THAT GRAHAM DICKSON, MONIQUE CIKALIUK AND NANCY ARSENAULT BE GRANTED PERMISSION TO SPEAK TO THE GRADUATE CERTIFICATE IN STRATEGIC LEADERSHIP IN TOURISM PROPOSAL.

MOTION CARRIED, PERMISSION GRANTED BY THE CHAIR

Motion: It was moved by Jim Bayer, seconded by Eric West THAT THE PROPOSAL TO OFFER A GRADUATE CERTIFICATE IN STRATEGIC LEADERSHIP IN TOURISM BE APPROVED AS MEETING THE CRITERIA OF THE EDUCATION PLAN AND THE GUIDELINES FOR THE GRANTING OF CREDIT CERTIFICATES AT ROYAL ROADS UNIVERSITY.

Discussion: The proposal combines the strengths of Royal Roads and Capilano to meet an existing need in the tourism sector. The proposed delivery model includes five face-to-face courses followed by 3 online courses, plus a concluding one-week residency at Whistler. Graham Dickson noted that the program would start in 2005, and that a return of \$30,000-\$50,000/cohort was expected in years two and three. Eric West pointed out that the business case for this proposal had been approved by Business Development Council. When the Librarian noted that sharing FTEs could affect Royal Roads' licensing arrangements, Graham noted indirect costs such as these had been anticipated, and that 25 per cent of the program fees were being returned to Royal Roads to cover such expenditures. The proposal had also been approved by Curriculum Committee.

CARRIED

b) Access to Online Discussions

The motion was withdrawn at by the mover's (Vivien Corwin) request.

c) Bachelor of Arts in International Hotel Management

After a supportive show of hands, the Chair granted Susan Chandler and Deborah Wickins permission to speak to the proposals on International Hotel Management

Motion: It was moved by Vivienne Wilson, seconded by Eric West

THAT THE PROPOSAL TO OFFER A BACHELOR OF ARTS IN INTERNATIONAL HOTEL MANAGEMENT BE APPROVED AS MEETING THE CRITERIA OF THE EDUCATION PLAN AND THE GUIDELINES FOR THE GRANTING OF DEGREES AT ROYAL ROADS UNIVERSITY.

Motion to amend: Moved by Vivienne Corwin, seconded by Eric West THAT THE ABOVE MOTION BE AMENDED TO INCLUDE THE LIST OF CHANGES SUGGESTED BY CURRICULUM COMMITTEE, NAMELY:

1. Remove all reference to the draft Cross-Institutional Abilities document and Appendix B and replace with a reference to efforts made to work within the Cross Institutional Abilities currently being developed within RRU.
2. Additions to the Executive Summary: clarify which market studies are referenced; comment on unique quality of program with direct reference to competitive programs elsewhere in the Province.
3. Addition of a learning outcome linking theory and practice, and with specific reference to critical thinking skills.
4. A table added under the “Curriculum Overview” section summarizing the length and progression of courses in the program.
5. Specific distinction made between discussion of different program models made on p 13 (it is not clear that the bulk of this is for Option 1). Clarification on the calendar and course rollout of these options in later sections of the document.
6. Remove the reference to the Continuing Studies department on p 18 as there is no information available about its degree-granting status.
7. BHM 390 – re the statement about PLA considerations for work term: remove the term “Prior Learning Assessment” in entirety and replace with the term “partial credit”. A Clarification as to the extent of this partial credit based on work experience needs to be made.
8. BHM 360 – the definition of this course would appear to be transposed from elsewhere in the document. This needs to be rewritten.
9. BHM 430 – the name of the course needs to be modified from “Sustainability” to e.g. “Triple-Bottom-Line for the Hotel Industry” to distinguish it from other sustainability courses on campus.
10. The grading policy needs to be revised to contain only the Undergraduate grading matrix.

Discussion: Eric West reported that the business case for a Bachelor of Arts in International Hotel Management had been approved by the Business Development Council.

**AMENDMENT CARRIED
MOTION CARRIED**

d) Master of Arts in International Hotel Management

Motion: It was moved by Vivienne Wilson, seconded by Eric West THAT THE PROPOSAL TO OFFER A MASTER OF ARTS IN INTERNATIONAL HOTEL MANAGEMENT BE APPROVED AS MEETING THE CRITERIA OF THE EDUCATION PLAN AND THE GUIDELINES FOR THE GRANTING OF DEGREES AT ROYAL ROADS UNIVERSITY.

Motion to amend: Moved by Vivienne Corwin, seconded by Eric West THAT THE ABOVE MOTION BE AMENDED TO INCLUDE THE LIST OF CHANGES SUGGESTED BY CURRICULUM COMMITTEE, NAMELY:

1. Remove all reference to the draft Cross-Institutional Abilities document and Appendix B and replace with a reference to efforts made to work within the Cross Institutional Abilities currently being developed within RRU.
2. Additions to the Executive Summary: the reasoning for a Masters level degree, and the preference for an MA rather than a professional MIHM designation provided in discussions with the program advisory committee; the committed response to feedback and input from the advisory committee and others with respect to curriculum development.
3. Addition of a statement re running of the programs without the hotel facility on campus. This can be worked into the learning outcomes but is not essential to the degree proposal itself.
4. Addition of specific critical thinking program outcomes.
5. Revision of the name of the Occupational Consulting Project name to bring it into line with new Academic Council Thesis regulations. At 6 credits, it is named a Graduate Research Paper. Alternatively, the OCP status could be retained if it were changed to a 12-credit course.
6. Addition of detail about the content and context of Residency 3 (reference to it is made just prior to the OCP course). Clarity about the combination of Residency 3 and the OCP project in terms of calendarization and context with each other need to be provided.
7. The grading policy needs to be revised to contain only the Graduate grading matrix.

Discussion: Eric West reported that the business case for a Master of Arts in International Hotel Management had been approved by Business Development Council.

**AMENDMENT CARRIED
MOTION CARRIED**

7. New Business - none

8 Adjournment

By consensus, the meeting adjourned.

Next Meeting:

**Academic Council
Wednesday, September 21
3 pm, HC 315**