

**Royal Roads University**  
**ACADEMIC COUNCIL**  
**July 5, 2006**

**Minutes**

**PRESENT**    **ELECTED MEMBERS**  
David Black  
Pam Crosby (by phone)  
Terry Power

**EX OFFICIO MEMBERS**  
Steve Grundy (Chair)  
Bob Skene  
Eric West  
Jim Bayer  
Ken Stratford  
Mary Bernard  
Rosie Croft  
Stephen Rochefort

Bette Kosmolak, Recording

**REGRETS**    Nancy Greer  
Stephen Long  
Tracy James

David Rees

**GUESTS**    Deborah Wickins  
Doug Hamilton  
Lynn Taylor

1. **Call to Order** - The Chair called the meeting to order at 3 pm.
2. **Approval of the Agenda** - The agenda was approved by consensus.
3. **Minutes** - On a motion by Eric West, seconded by Rosie Croft, the minutes of May 19, 2006 were approved as distributed.
4. **Business Arising** - none
5. **Announcements and Communications**
  - a) **Curriculum Committee**

Doug Hamilton, Chair of Curriculum Committee, provided an overview of proposals the committee has approved or recommended since the last report to Council:- major course revisions to AC551, PCOM610, PCOM638, AC660, and AC662, as well as a number of course title changes within the BAAC program. Also, ES585 was renamed EEC0586 and modified to a 3-credit course, and EEC0680 was renamed Learning, Leadership and Change.

Changes in membership:-

Departures: Vivien Corwin and Vivienne Wilson.  
New member(s): Jo Axe  
A process is being put in place to stagger memberships.

The committee has also been reviewing the issue of thesis credits. Mary Bernard will provide the Committee with information regarding thesis credits from the Canadian Association of Graduate Studies.

**Action: Curriculum Committee**

- a) to return to Academic Council within 3 months with a policy piece that reflects the concerns regarding thesis credits,**
- b) to review the policy on quality assurance, and**
- c) to review process and guidelines for new program/course approvals.**

Mike Thompson will attend the next Curriculum Committee meeting to outline the new business development process.

**6. Notices of Motion**

**a) ACOM325 Public Speaking and Presentation Skills**

**Motion: It was moved by David Black, seconded by Jim Bayer THAT ACADEMIC COUNCIL GIVE APPROVAL TO A NEW COURSE, ACOM325 PUBLIC SPEAKING AND PRESENTATION SKILLS, WITHIN THE BACHELOR OF ARTS IN APPLIED COMMUNICATION.**

Discussion: This course was developed to balance professional and academic content within the BAAC program. Offering this course may also help sharpen RRU's distinctiveness within the academic institutions offering communications programs.

**CARRIED**

**b) PCOM638 Contemporary Issues in Communication**

**Motion: It was moved by David Black, seconded by Jim Bayer THAT THE NEW COURSE OFFERING, PCOM638 CONTEMPORARY ISSUES IN COMMUNICATION, BE APPROVED BY ACADEMIC COUNCIL.**

**CARRIED**

**c) IHMN472 Food and Beverage Management**

**Motion: It was moved by Terry Power, seconded by Jim Bayer THAT IHMN472 FOOD AND BEVERAGE MANAGEMENT BE APPROVED BY ACADEMIC COUNCIL.**

Discussion: In response to the Ministry of Advanced Education's

Degree Quality Assessment Board (DQAB), two courses -- Niche Product Development and Leading Edge Hospitality -- were combined to facilitate the introduction of IHMN472 into the International Hotel Management program.

**d) Academic Regulations**

**Motion: was moved by Jim Bayer, seconded by David Black THAT SECTIONS 1, 2, AND 4 OF THE ACADEMIC REGULATIONS DATED JUNE 27, 2006 BE APPROVED AS DISTRIBUTED.**

Discussion: Changes to the regulations were made to assist laddering issues, the transfer of credits, clarification of approval processes and implementation of the new student information system.

Two "friendly amendments" were suggested and accepted: a) that sentence fragments be changed to complete sentences, and b) that exceptions to on-leave status in sections 2.6.1 and 2.6.2 be granted only with the express permission of the Dean.

**CARRIED**

**7. New Business**

**a) New Board Policies and Academic Council**

The Chair entered into record a letter from Acting President Skene which noted the Board of Governors' positive endorsement of the delegation of presidential powers outlined in Section 12(2) of *The Royal Roads University Act* and accordance with Section 12(4) of the Act giving Academic Council full authority for academic matters.

***Action: the Registrar, before the September meeting, to amend the Terms of Reference for Academic Council to comply with new policies.***

***Action: on behalf of Council, letters of appreciation to be sent to: a) the President for his initiative,, and b) Pam Crosby for her service and contribution to Council.***

The Chair expressed appreciation to Pam Crosby for her service to Council, and her patience in dealing with the inconveniences experienced of attending at distance.

**8 Adjournment**

On a motion by Jim Bayer the meeting adjourned.

**Next Meeting:  
Academic Council - virtual**