

**Royal Roads University
ACADEMIC COUNCIL
May 28, 2008, 3 pm, HC315**

Minutes

PRESENT	ELECTED MEMBERS	EX OFFICIO MEMBERS
	Charles Krusekopf Cindy Brar Connie Carter Jonathan Moran Marilyn Taylor Mumtaz Ebrahim (teleconference) Terry Power Will Lowe	<i>Voting:</i> Angelo Belcastro (chair) David Rees Bettina Heinz (Acting Dean) Mary Bernard Nancy Arsenault Pedro Mårquez Steve Grundy <i>Non-voting:</i> Dana McFarland Doug Hamilton Bette Kosmolak, Recording
REGRETS	Chris Duff David Black Tony Boydell Wendy Rowe	<i>Voting:</i> Allan Cahoon <i>Non-voting:</i> Iain Walkley

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- 1. Call to Order** – The Chair called the meeting to order at 3:05 pm
 - 2. Approval of the Agenda** – On a motion by Jonathan Moran, the agenda was accepted by consensus, after the addition of 7.d) Master of International Business.
 - 3. Approval of Minutes**

**Motion: It was moved by Pedro Mårquez, seconded by Terry Power
THAT THE MINUTES OF April 16, 2008 BE ADOPTED AS DISTRIBUTED.
CARRIED**

4. Announcements and Communications

a) Diploma Standards

Dave Rees reported that the Office of the Registrar sometimes receives requests to replace diplomas spoiled by ink smears and smudges. The Registrar will gather a small committee to review these issues and recommend standards for diplomas. Terry Power and Connie Carter volunteered to serve on this ad hoc committee.

b) Elections to Council and Committees

The Registrar stated that he wishes to hold annual elections for one-third of the faculty representatives of Academic Council. He has discussed this plan with the faculty association, and a formal recommendation to revise the Terms of Reference to include such annual elections will be brought to Council at a future meeting.

c) Flexible Admissions

During an overview of the flexible admissions policies, Sherman Waddell clarified the similarities of and differences between prior learning assessment (PLA) and flexible admissions. He noted that in all studies of which he is aware, students admitted under PLA have done as well as students admitted through regular admissions procedures. As well, he provided an overview of flexible admissions at RRU, noting that RRU is probably the university most active in this area in Canada. With the recent NSSE (National Survey of Student Engagement) and TUPC (The University Presidents' Council) reports, RRU's practice of flexible admissions is being counted as a 'good news' story. As well, a paper for publication is being developed.

5. Business Arising

Pedro Márquez has agreed to serve as a member of the Admissions Committee.

6. Standing Committees

a) Awards Committee – no report

b) Admissions Committee

The President and the Vice President Academic and Provost attended a recent Admissions Committee meeting and provided reflection and input

to the proposed policy. Following discussion, the proposed policy was revised, as follows:

- definitions of regular admissions, flexible assessment and admission by special case were included,
- four categories for responses to applications -- unconditional acceptance, conditional acceptance, probationary acceptance and non-acceptance – were outlined.

The committee had held an information session at which approximately 20 faculty and program staff attended. Feedback had been garnered from the Asia Academic Director and Admissions Officer.

c) Curriculum Committee

New Courses

Council focused on issues of quality control, primarily the use of a standard format for new course proposals. How, they asked, did Curriculum Committee deal with course proposals where the cover sheet of one proposal had all of the boxes regarding consultation with RRU Services checked while another one, submitted simultaneously, had none.

i) TRMN 506 Sustainable Tourism Management

Discussion: It was agreed that the calendar description on RRU's website would be revised to match that in the course outline.

Motion: It was moved by Doug Hamilton, seconded by Bettina Heinz THAT TRMN 506 SUSTAINABLE TOURISM MANAGEMENT BE APPROVED AS A NEW COURSE.

CARRIED

ii) EECO 508 Learning and the Design of Educational Programs

Motion: It was moved by Doug Hamilton, seconded by Terry Power THAT EECO 508 LEARNING AND THE DESIGN OF EDUCATIONAL PROGRAMS BE APPROVED AFTER THE CORRECT COURSE NAME IS INCLUDED IN THE PROGRAM SCHEDULE, AND THE CORRECT REFERENCES ARE INSERTED IN THE SECTION ON ACADEMIC POLICIES.

CARRIED

Course Revisions

i) LEAD 525 Leading and Managing Organizational Relationships

ii) LEAD 675 Coaching for Leadership

Discussion: LEAD 675 is taught as a 4-credit course in the 64-credit MBA program. However, because the MBA program is redeveloping its courses, the Registrar agreed, as an interim solution, to issue a

new course number for the 3-credit version.

Motion: It was moved by Doug Hamilton, seconded by Bettina Heinz THAT THE CREDITS FOR LEAD 525 LEADING AND MANAGING ORGANIZATIONAL RELATIONSHIPS BE ADJUSTED FROM 3 TO 2 AND THAT THE CREDITS FOR LEAD 675 COACHING FOR LEADERSHIP BE ADJUSTED FROM 4 TO 3.

CARRIED

**iii) EECO 500 DEVELOPING ENVIRONMENTAL UNDERSTANDING
EECO 503 COMMUNICATION FOR ENVIRONMENTAL
COMMUNICATORS**

**Motion: It was moved by Doug Hamilton, seconded by Bettina Heinz THAT, AS PART OF THE MODIFICATION OF THE MASTER OF ARTS IN ENVIRONMENTAL EDUCATION AND COMMUNICATION, A CHANGE IN CREDITS FROM 2 TO 3 CREDITS BE APPROVED FOR EECO 500 DEVELOPING ENVIRONMENTAL UNDERSTANDING,
AND
THAT, AS PART OF THE MODIFICATION OF THE MASTER OF ARTS IN ENVIRONMENTAL EDUCATION AND COMMUNICATION, A CHANGE IN CREDITS FROM 2 TO 3 BE APPROVED FOR EECO 503 COMMUNICATION FOR ENVIRONMENTAL COMMUNICATIONS.**

Council was reminded that neither Curriculum Committee nor Academic Council were being asked to grade the content, but only to approve credit changes which previously had received approval in principle as part of the modification to the MAEEC program design.

It was noted that no assignment schedule was included in EECO 500.

Terry Power argued for an iterative process for proposal development, for a point person to vet proposals before submission to committee or council. Two Faculties noted that they already employ this process, and Doug Hamilton, chair of Curriculum Committee, reiterated the committee's stance that all committee members were willing to assist in and lend support to proposal development well in advance of submission deadlines.

Council agreed Curriculum Committee, as a committee of Council, was empowered to refer submissions back to their originator for improvement and/or correction if need be.

Some wanted to know the time frame for rolling out the proposal development process proposed for Moodle.

**CARRIED
(Abstaining: 2)**

7. New Business

a) i) Graduands for Spring Convocation

**Motion: It was moved by Pedro Marquez, seconded by Terry Power
That the individuals named on the May 28, 2008 list of graduands to receive
graduate and undergraduate degrees listed under the Faculty of
Management be approved as academically eligible to convocate in their
respective programs.** **CARRIED**

**Motion: It was moved by Bettina Heinz, seconded by Connie Carter
That the individuals named on the May 28, 2008 list of graduands to receive
certificates, diplomas and degrees listed under the Faculty of Social and
Applied Sciences be approved as academically eligible to convocate in
their respective programs.** **CARRIED**

**Motion: It was moved by Nancy Arsenault, seconded by Will Lowe
That the individuals named on the May 28, 2008 list of graduands to receive
diplomas and degrees listed under the Faculty of Tourism and Hotel
Management be approved as academically eligible to convocate.**

Council took note these are the first graduands to convocate from this Faculty,
and hearty congratulations were extended to Dean Arsenault, her faculty and
administrative team.

**Motion: It was moved by Steve Grundy, seconded by Nancy Arsenault
That the individuals named on the May 28, 2008 list of graduands to receive
graduate certificates under the Centre for Applied Leadership and
Management be approved as academically eligible to convocate.** **CARRIED**

**Motion: It was moved by Mary Bernard, seconded by Bettina Heinz
That the Deans be authorized to recommend the conferring of a degree
upon learners who, prior to June 2, 2008 and to the satisfaction of the
Dean, have completed the academic requirements for graduation, and that
the Registrar be authorized to correct any clerical errors to the list of
graduands.** **CARRIED**

a) ii) Award Winners

**Motion: It was moved by Charles Krusekopf, seconded by Steve Grundy
That the granting of awards to nominees listed on the Award Adjudication**

Panel Nominations list of May 1, 2008 be approved.

CARRIED

Motion: It was moved by Charles Krusekopf, seconded by Pedro Márquez That the Chancellor's, Founders' and President's Scholar awards be granted to the nominees, as named on the Spring 2008 Convocation Awards List.

CARRIED

Gwen Campden, Chair of the Awards Committee, asked that the names of award winners remain confidential at this time because the winners had yet to be informed.

b) Plagiarism

Mary Burgess addressed Council regarding plagiarism detection technologies, noting that implementing technologies such as Turnitin might undermine the culture of trust that RRU fosters. She also noted that because the context is different for each student at RRU, copying from others is less likely than in many other university settings. Questions from members directed attention to FOIPOP issues, particularly for students working on confidential corporate projects or in cases where data may be stored outside of Canada and open to non-Canadian legal requirements.

Mary Bernard noted that both the Office of Research and the Writing Centre reinforce policies to students during their residencies in Victoria, where comprehensive awareness is provided to each cohort before they embark on their research projects.

Although only anecdotal material was available at the time, most members did not perceive plagiarism as a major issue at RRU and would prefer to increase education and awareness for students rather than resort to implementing software measures.

Action: Dana McFarland was asked to prepare a motion that captured Council's sentiments and to present the motion to Curriculum Committee for feedback.

c) Renewal of Academic (Education) Plan

The chair noted that an academic planning process was being initiated to look at the university's next ten to twenty years. Through a collaborative and integrative process, the planners will consider various aspects, such as the undergraduate/graduate mix, right sizing for the university, and teaching models.

Action: Recording Secretary to call for volunteers/nominations from council members for the Academic Planning Advisory Committee.

d) Master of International Business

Connie Carter reported that the Faculty of Management was considering mounting a Master of International Business by collaborating with a triple-accredited business school in Grenoble, France. Students would receive two degrees, one from RRU and the other from Grenoble. The academic rigor of the program would fall between a BCom and MBA. Students would not need specific business experience to apply.

On a motion by Jim Bayer, the meeting adjourned at 4:45 pm

Next Meeting
Wednesday, July 16, 2007, 3 pm, HC 315