

**Royal Roads University
ACADEMIC COUNCIL
August 20, 2008, 3 pm, HC315**

Minutes

PRESENT ELECTED MEMBERS

Marilyn Taylor
Michael Young
Mumtaz Ebrahim (teleconf.)
Wendy Rowe

EX OFFICIO MEMBERS

Voting:
Steve Grundy (chair)
Jim Bayer
Mary Bernard
Nancy Arsenault

Non-voting:
Doug Hamilton

Patty Shaw, Recording

REGRETS Charles Krusekopf

Chris Duff
Jonathan Moran
Tony Boydell
Will Lowe

Voting:
Allan Cahoon
Angelo Belcastro
David Rees
Pedro Mårquez

Non-voting:
Dana McFarland
Iain Walkley

GUESTS: Gwen Campden

Mary Japp
Roberta Mason

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1. **Call to Order** – The Chair called the meeting to order at 3:05 pm
 2. **Approval of the Agenda** – The agenda was accepted by consensus after one correction – the deletion of the credit change for the graduate certificate.
 3. **Approval of Minutes**

**Motion: It was moved by Marilyn Taylor, seconded by Jim Bayer
THAT THE MINUTES OF July 16, 2008 BE ADOPTED AS DISTRIBUTED.**

CARRIED

4. Announcements and Communications

a) Recognition of new member

The Chair welcomed Michael Young, a faculty representative, to Council.

The Ministry of Advanced Education's (Degree Quality Assessment Board) review of the Doctor of Social Sciences will take place on August 28.

5. Business Arising

a) Services for students with disabilities

Mary Japp, assisted by Roberta Mason, presented a thorough and clear overview of the requirements of and the needs for the university to provide services for students with disabilities.

A proposed policy, Accessibility for Students with a Disability, was distributed. It was noted that the policy and procedural sections of this document ought to be separated, so that the policy can come for approval to Academic Council, Program and Research Council, and the Board of Governors.

Action: Electronic copies of the PowerPoint presentation and Accessibility for Students with a Disability to be distributed to Council members by recording secretary.

6. Standing Committees

a) Awards Committee – no report

b) Admissions Committee – no report

c) Curriculum Committee

i) IHMN 345 Culinary Tourism (online and on campus)

Motion: It was moved by Doug Hamilton, seconded by Jim Bayer THAT IHMN 345 Culinary Tourism (online and on campus) be approved as new course offerings in the Bachelor of Arts in International Hotel Management.

CARRIED

Action: Doug Hamilton to inform Curriculum Committee that when

reviewing proposals, they might scrutinize more closely the number of outcomes to be assessed by an instructor.

7. New Business - none

On a motion by Jim Bayer, the meeting adjourned.

Next Meeting
Wednesday, September 17, 3 pm, HC 315