

Olds College Academic Council

MINUTES



Thursday, June 10, 2021
Meeting 6:15 pm
Google Meets

	OCFA REPS	SAOC REPS	BOARD REPS
Members:	Ken Fry Bertrand Bickersteth Wendy Daley Mark Fournier Andrea Mix	Katherine Sopotyk David McKinnon Becky Hutchings Wesley Wilks	Debbie Thompson Dalín Bullock Dan Daley Gordon Gilchrist James Benkie Peter Mal Christine Chalaturnyk (ALT) Mary Medinsky (ALT)
Regrets:	Stuart Cullum Kurt Spady (ALT) Andrew Taylor	Dave Moroz Dustin Farr Sydney King	Keith Friedlander (ALT) Bob Van Someren (ALT)
Guest:	Darlene MacDonald		
Chair:	Peter Mal	Recorder:	Nicole Dussault

CALL TO ORDER

P.Mal called the meeting to order at 6:15 pm

1. APPROVAL OF AGENDA

Motion AC061021.1 by D. Bullock to approve the agenda as presented

CARRIED

2. APPROVAL OF THE MAY 13TH, 2021 [MINUTES](#)

Motion AC061021.2 by M. Fournier to approve the May 13th, 2021 minutes as presented

CARRIED

3. NEW BUSINESS - POLICY REVIEW

3.1. [D31 Academic Integrity Policy](#) (M.Medinsky)

- Recognized the need for modernization of this policy. Spirit of the policy has not changed, but the provides more clarity around who is responsible for how decisions are made
- Addition of the Complaints and Appeals procedure
- Committee was in favour of a formative process when it comes to students and faculty being educated about academic integrity. There are clearly articulated steps on how to proceed. However, this is not a punitive policy.
- It was noted that there is no threshold for an academic integrity penalty or appeal of a student.

- Discussion that contract cheating does not need to be specifically identified as the spirit of contract cheating is well covered in the policy and procedure.
- **Amendment to procedure:** It was noted that the Student Action Plan and it's related information, is out of date in the procedure. Clarified that this will need to be edited prior to the CLT meeting.

Motion AC061021.3 by G.Gilchrist to submit policy D31 Academic Integrity with amendments to the Student Action Plan to the College Leadership Team for approval **CARRIED**

3.2. [D30 Complaints and Appeals \(2019\)](#) (P.Mal)

3.2.1. [Student Disputes, Complaints and Appeals Procedure](#)

- CAQC identified the need for the clarity for a procedure that was related to the code of conduct
- Proposing to remove it from the policy framework
- This procedure is meant to address student disputes, complaints and appeals
- It was determined that the 15% would remain in the procedure for re-evaluation purpose
- **Amendment to procedure:** change the words 'exam' and 'assignment' to 'assessment' throughout the document
- **Amendment to procedure, Academic Dispute Process for Marked Assignments, Bullet #1:** Replace the word 'a' with 'any'
- **Correction to procedure, Appealing of Decisions and Outcomes Resulting in Expulsion, Bullet #6:** the word 'peasant' to 'present'
- **Amendment to procedure, Appeals to the Vice President responsible for Academics, #2:** replace 'the appeal will be handled by' with 'the VPA will declare a conflict of interest to the President who will appoint an alternate Vice President to hear the appeal'.

Motion AC061021.4 by G.Gilchrist to recommend deletion of policy D30 and incorporate Student Disputes, Complaints and Appeals Procedure with amendments to policies D25 Student Code of Conduct and D31 Academic Integrity **CARRIED**

3.3. [D32 Academic Standing Policy](#) (D.MacDonald)

- Last revised in 2016 and was recommended for revision by CAQC. The new format has policy and procedure separated
- Consultations have occurred with Associate Deans, OCFA and SAOC
- Included recognition of a President and Dean's list as a means of honoring academic achievement
- Apprenticeship students do not receive transcripts the same way as credit students do. Developed a mechanism within the procedure that allowed us to recognize apprenticeship students
- Honour and Distinction does not apply to this policy. The Grading policy and Graduation policy still include these terms.
- It was noted that links in Policy D19 Grading are no longer working
- **Amendment to procedure:** Include the number/letter code
- **Amendment to procedure:** Add 'applied degrees' as well as 'degrees'

Motion AC061021.5 by M.Fournier to submit policy D32 Academic Standing with amendments to the College Leadership Team for approval **CARRIED**

4. NEW BUSINESS - CURRICULUM APPROVAL

4.1. School of Life Science & Business

4.1.1. [Revised Course Outline VMR 1010 - Animal Health Systems](#) (D.Bullock)

- Resulting from the 2019-2020 Comprehensive Program Review of the Veterinary Medical Receptionist Program, and to contribute to the College's goal of 2000 FLE's in 2025, an action plan was developed to respond to the review's recommendations. VMR 1010 - Animal Health Systems was revised as a result of this review.
- Change to the course name and description and removal of a lab, as well as changes to the competency profile

4.1.2. [Revised Course Outline VMR 1510 - Infectious Diseases and Prevention](#) (D.Bullock)

- Resulting from the 2019-2020 Comprehensive Program Review of the Veterinary Medical Receptionist Program, and to contribute to the College's goal of 2000 FLE's in 2025, an action plan was developed to respond to the review's recommendations. VMR 1510 - Infectious Diseases and Prevention was revised as a result of this review.

4.1.3. [Revised Course Outline VMR 1520 - Veterinary Procedures Awareness](#) (D.Bullock)

- Resulting from the 2019-2020 Comprehensive Program Review of the Veterinary Medical Receptionist Program, and to contribute to the College's goal of 2000 FLE's in 2025, an action plan was developed to respond to the review's recommendations. VMR 1520 - Veterinary Procedures Awareness was revised as a result of this review.

4.1.4. [Revised Course Outline VMR 1530 - Reception Procedures in Veterinary Medicine](#) (D.Bullock)

- Resulting from the 2019-2020 Comprehensive Program Review of the Veterinary Medical Receptionist Program, and to contribute to the College's goal of 2000 FLE's in 2025, an action plan was developed to respond to the review's recommendations. VMR 1530 - Reception Procedures in Veterinary Medicine was revised as a result of this review.

4.1.5. [Revised Course Outline VMR 2950 - Industry Practicum](#) (D.Bullock)

- The description of VMR 2950 - Industry Practicum was revised to reflect the change of practicum hours from 160 hours to 120 hours. 80 students will be going out on practicum, and we wanted to reduce the burden on the practicum sites to ensure as many students as possible are able to get a spot. This will not affect the credits of the course.

Motion AC061021.6 by D .Bullock to approve items 4.1.1 to 4.1.5 by consent agenda

CARRIED

4.1.6. [Revised Program of Study - Veterinary Medical Receptionist Certificate](#) (D.Bullock)

- Resulting from the 2019-2020 Comprehensive Program Review of the Veterinary Medical Receptionist program and to contribute to the College's goal of 2000 FLE's in 2025, an action plan was developed to respond to the review's recommendations. The changes to the program of study come from this work.
- Reflects a significant change to the program learning outcome

Motion AC061021.7 by D. Bullock to approve the Revised Program of Study - Veterinary Medical Receptionist Certificate

CARRIED

4.1.7. [Suspension of the Equine Science Diploma - PAPRS](#) (D.Bullock)

- In 2016, the Equine Science Diploma program underwent a Comprehensive Program Review. In 2018, all specializations were suspended in favor of a single-stream program. In March 2020, Olds College Academic Council was made aware of the intent to suspend intake in the Equine Science Diploma due to institutional capacity, low student completion and satisfaction rates, and a need for a program redevelopment (exploration of Certificate-level credentials).
- Proposal will be submitted to the Ministry to suspend the credential of equine science. All students who have started the program have a plan to allow them to complete their credential. Once these students have completed their credential, a motion will be made to terminate this program
- **Amendment:** adjust language to reflect the impacts on faculty and staff

Motion AC061021.8 by D. Bullock to approve the Suspension of the Equine Science Diploma program with amendments

CARRIED

4.2. Werklund School of Agriculture Technology

4.2.1. [Revised Course Outline AMT 2020 - Advanced Product Marketing](#) (J.Benkie)

- The updates to this course reflect current topics in agriculture and agri-food marketing. Updates also aim to include a more diverse scope of agriculture products (and service) market offerings. Furthermore, competencies relating to market research and related processes has been factored in as it relates to agribusiness decision-making.

4.2.2. [Revised Course Outline LVS 1370 - Principles of Animal Agriculture](#) (J.Benkie)

- The course description was revised to better highlight the specific areas of livestock production that would be covered in LVS 1370, specifically to reflect the newly revised General Areas of Competencies and Competency Statements. The course description was also revised to emphasize that LVS 1370 will provide hands-on exposure to livestock animals, which we felt was a crucial learning opportunity for first year students in the Agriculture Management program.

4.2.3. [Revised Course Outline LVS 2070 - Beef Cattle Management](#) (J.Benkie)

- It was determined the recommendation of taking LVS 2370 and LVS 2470 prior to LVS 2070 was not necessary as students can be very successful within this course without taking these classes. Revision of the course overview included a removal of the feeding regime as that is the Olds College Farm role and added hands-on labs to better align with what takes place in this course

4.2.4. [Revised Course Outline LVS 2470 - Livestock Health and Disease](#) (J.Benkie)

- The course description revision better reflects what happens in this course.
- Ensuring that the student experience is reflective of what they see in the course description

Motion AC061021.9 by J. Benkie to approve items 4.2.1 to 4.2.4 by consent agenda

CARRIED

4.2.5. [Revised Program of Study - Agricultural Management Program - AgriCommerce Major](#)(J.Benkie)

- The Agricultural Management - Agricommerce Major was revised to reflect the changes to the course descriptions of AMT 2020 - Advanced Product Marketing, LVS 1370 - Principles of Animal Agriculture, LVS 207 - Beef Cattle Management, and LVS 2470 - Livestock Health and Disease. The revised course descriptions better reflects the course content.

Motion AC061021.10 by J. Benkie to approve the Revised Program of Study - Agricultural Management Program - Agricommerce Major

CARRIED

4.2.6. [Revised Program of Study - Agricultural Management Program - Production Major](#) (J.Benkie)

- The Agricultural Management - Production Major was revised to reflect the changes to the course descriptions of AMT 2020 - Advanced Product Marketing, LVS 1370 - Principles of Animal Agriculture, LVS 207 - Beef Cattle Management, and LVS 2470 - Livestock Health and Disease. The revised course descriptions better reflects the course content.

Motion AC061021.11 by J. Benkie to approve the Revised Program of Study - Agricultural Management Program - Production Major

CARRIED

4.3. School of Trades & Skills

4.3.1. [Revised Program of Study - Brewmaster and Brewery Operations Management](#) (D.Daley)

- Safety, quality management and sustainability closer align with the beverage production industry.

Motion AC061021.12 by D. Daley to approve the Revised Program of Study - Brewmaster and Brewery Operations Management

CARRIED

4.3.2. [Revised Program of Study - Farrier Science](#) (D.Daley)

- Learning Outcome #15 was updated to reflect that there are now many software programs available to create basic records and financial reports.

Motion AC061021.13 by D. Daley to approve the Revised Program of Study - Farrier Science

CARRIED

4.3.3. [Revised Course Outline HAT 2490 - Entrepreneurship and Product Development](#) (D.Daley)

- The change in course description better reflects the HAT 2490 course - students do not “invest” financial resources into their events and are not required to “sell tickets” to the events.

Motion AC061021.14 by D. Daley to approve the Revised Course Outline HAT 2490 - Entrepreneurship and Product Development

CARRIED

4.3.4. [Revised Program of Study - Hospitality and Tourism Management \(D.Daley\)](#)

- The Hospitality and Tourism Program of Study was revised to reflect the change in the course description for HAT 2490 which better reflects the course content

Motion AC061021.15 by D. Daley to approve the Revised Program of Study - Hospitality and Tourism Management

CARRIED

5. NEW BUSINESS - DEAN APPROVAL (FOR INFORMATION ONLY)

5.1. School of Life Science & Business

5.1.1. [Revised Course Outline and Competency Profile AHT 1130 - Anesthesia and Analgesia \(D.Bullock\)](#)

5.1.2. [Revised Course Outline and Competency Profile AHT 1170 - Introductory Pharmacy and Preventative Care \(D.Bullock\)](#)

5.1.3. [Revised Course Outline and Competency Profile AHT 2850 - Professional Skills Development \(D.Bullock\)](#)

5.1.4. [Revised Course Outline BHO 3100 - Research Methods \(D.Bullock\)](#)

5.1.5. [Revised Course Outline HRT 1400 - Managing Pests \(D.Bullock\)](#)

5.1.6. [Revised Course Outline and Competency Profile BHO 4710 - Ethics and Pest Management \(D.Bullock\)](#)

5.1.7. [Revised Course Outline and Competency Profile VMR 1010 - Animal Health Systems and Management \(D.Bullock\)](#)

5.1.8. [Revised Course Outline and Competency Profile VMR 1510 - Infectious Diseases and Prevention \(D.Bullock\)](#)

5.1.9. [Revised Course Outline and Competency Profile VMR 1520 - Veterinary Procedures Awareness \(D.Bullock\)](#)

5.1.10. [Revised Course Outline and Competency Profile VMR 1530 - Reception Procedures in Veterinary Medicine \(D.Bullock\)](#)

5.1.11. [Revised Course Outline VMR 1020 - Animal Breeds, Handling and Behavior \(D.Bullock\)](#)

5.1.12. [Revised Course Outline VMR 2950 - Industry Practicum \(D.Bullock\)](#)

5.1.13. [Revised Course Outline AHT 1210 - Investigating the Cardiovascular and Respiratory Systems \(D.Bullock\)](#)

5.1.14. [Revised Course Outline AHT 1220 - Investigating the Urinary, Reproductive and Endocrine Systems \(D.Bullock\)](#)

5.1.15. [Revised Course Outline AHT 1230 - Investigating the Digestive and Integumentary Systems \(D.Bullock\)](#)

5.1.16. [Revised Course Outline AHT 1240 - Investigating the Musculoskeletal, Neurological and Sensory Systems \(D.Bullock\)](#)

5.2. Werklund School of Agriculture Technology

5.2.1. [Revised Course Outline and Competency Profile AMT 2020 - Advanced Product Marketing \(J.Benkie\)](#)

- 5.2.2. [Revised Course Outline and Competency Profile ATG 1007 - Electronics and Control Systems](#) (J.Benkie)
- 5.2.3. [Revised Course Outline and Competency Profile EVS 2000 - Environmental Field School and Technical Reporting](#) (J.Benkie)
- 5.2.4. [Revised Course Outline and Competency Profile LVS 1370 - Principles of Animal Agriculture](#) (J.Benkie)
- 5.2.5. [Revised Course Outline and Competency Profile LVS 2070 - Beef Cattle Management](#) (J.Benkie)
- 5.2.6. [Revised Course Outline and Competency Profile LVS 2470 - Livestock Health and Disease](#) (J.Benkie)
- 5.2.7. [Revised Course Outline and Competency Profile LVS 2570 - Livestock Breeding Strategies](#) (J.Benkie)
- 5.2.8. [Revised Course Outline ATG 1008 - Solving Technology Problems](#) (J.Benkie)
- 5.2.9. [Revised Course Outline MGT 3200 - Project Management for Agriculture](#) (J.Benkie)

5.3. School of Trades & Skills

- 5.3.1. [Revised Course Outline TEC 1000 - Technician Basics](#) (D.Daley)
- 5.3.2. [Revised Course Outline TEC 1026 - Braking and Trailer Systems](#) (D.Daley)
- 5.3.3. [Revised Course Outline TEC 1100 - Hydraulic and Electrical Basics](#)(D.Daley)
- 5.3.4. [Revised Course Outline TEC 1133 - Agricultural Equipment](#) (D.Daley)
- 5.3.5. [Revised Course Outline TEC 1404 - Engine Fundamentals and Systems](#) (D.Daley)
- 5.3.6. [Revised Course Outline TEC 1504 - Engine Service and Repair](#) (D.Daley)
- 5.3.7. [Revised Course Outline TEC 1522 - Starting and Charging Systems](#) (D.Daley)
- 5.3.8. [Revised Course Outline TEC 1604 - Diesel Fuel Systems](#) (D.Daley)
- 5.3.9. [Revised Course Outline TEC 2126 - Hydraulic Shift Transmissions](#) (D.Daley)
- 5.3.10. [Revised Course Outline TEC 2218 - Steering and Suspension](#) (D.Daley)
- 5.3.11. [Revised Course Outline TEC 2226 - Off Road Systems](#) (D.Daley)
- 5.3.12. [Revised Course Outline TEC 2305 - Hydraulics II](#) (D.Daley)
- 5.3.13. [Revised Course Outline TEC 2338 - HVAC Systems](#)(D.Daley)
- 5.3.14. [Revised Course Outline TEC 2433 - Agricultural Equipment II](#) (D.Daley)
- 5.3.15. [Revised Course Outline TEC 2436 - On Road Power Trains](#) (D.Daley)
- 5.3.16. [Revised Course Outline TEC 2705 - Hydraulics III](#) (D.Daley)
- 5.3.17. [Revised Course Outline TEC 2722 - Electrical and Electronic Diagnostics](#) (D.Daley)
- 5.3.18. [Revised Course Outline TEC 2733 - Agricultural Equipment Repair](#) (D.Daley)
- 5.3.19. [Revised Course Outline TEC 2749 - Heavy Equipment Repair](#) (D.Daley)
- 5.3.20. [Revised Course Outline and Competency Profile FAR 1700 - Farrier Welding](#) (D.Daley)

- 5.3.21. [Revised Course Outline and Competency Profile HAT 1114 - Dining Experience and Service](#) (D.Daley)
- 5.3.22. [Revised Course Outline and Competency Profile HAT 1130 - Marketing for Hospitality and Tourism](#) (D.Daley)
- 5.3.23. [Revised Course Outline and Competency Profile HAT 2035 - Selling and Convention Management](#) (D.Daley)
- 5.3.24. [Revised Course Outline and Competency Profile HAT 2038 - Accommodation Management](#) (D.Daley)
- 5.3.25. [Revised Course Outline BRW 1101 - Basic Practical Brewing](#) (D.Daley)
- 5.3.26. [Revised Course Outline BRW 1103 - Sensory Evaluation of Beer](#) (D.Daley)
- 5.3.27. [Revised Course Outline BRW 1201 - Practical Brewing](#) (D.Daley)
- 5.3.28. [Revised Course Outline BRW 1205 - Brewing Equipment and Technology](#) (D.Daley)
- 5.3.29. [Revised Course Outline BRW 1301 - Practical Brewing II](#) (D.Daley)
- 5.3.30. [Revised Course Outline BRW 2302 - Specialty Brewing](#) (D.Daley)
- 5.3.31. [Revised Course Outline PEH 1001 - Standard Workplace Safety, Materials and Tools](#) (D.Daley)
- 5.3.32. [Revised Course Outline PEH 1002 - Suspensions, Wheels and Systems](#) (D.Daley)
- 5.3.33. [Revised Course Outline PEH 1003 - Hydraulics and Hydraulic Brake Systems](#) (D.Daley)
- 5.3.34. [Revised Course Outline PEH 1004 - Electrical and Electronics](#) (D.Daley)
- 5.3.35. [Revised Course Outline PEH 1005 - Air Brakes](#) (D.Daley)

Questions were brought forward to and addressed by J.Benkie and D.Bullock

6. **NEXT MEETING**

Date: September 9, 2021

Meeting 6:15 pm

Deadline for agenda item submission: AUGUST 27, 2021

P.Mal adjourned the meeting at 7:41 pm