

# Olds College Academic Council

## MINUTES



Thursday, September 8, 2022

Meeting 6:15 pm

Google Meets

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	OCFA REPS	SAOC REPS	BOARD REP
<b>Members:</b>	Keith Smyth Bertrand Bickersteth Bob Hoffos Gord Ahner Robert Spencer Dan Karran Bob Van Someren	Keith Huseby	Debbie Thompson Christine Chalaturnyk Dalin Bullock Dan Daley Barb Mulholland Peter Mal Dennis Beaudoin voting for R.Block Mary Dallas (ALT) Lisa King (ALT)
<b>Regrets:</b>	Ray Block, Darlene MacDonald, Kurt Spady (ALT), Desmond Bouteiller (ALT), George Gaeke (ALT)		
<b>Chair:</b>	Peter Mal	<b>Recorder:</b>	Bronwyn Petersen
<b>Guests:</b>	Andrea Mix, Amy Christiansen, Jon Newman		

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P.Mal called the meeting to order at 6:16pm

### 1. APPROVAL OF AGENDA

*Motion AC09082022.1 by D.Thompson to approve the agenda as presented*

**CARRIED**

### 2. APPROVAL OF THE [June 9, 2022 Minutes](#)

*Motion AC09082022.2 by D. Daley to approve the minutes as presented*

**CARRIED**

### 3. NEW BUSINESS

#### 3.1. First reading of revised [Academic Council Constitution and By-Laws](#) (M.Dallas, A.Mix)

- Three substantive revisions to note:
  - 6.1 - This revision puts the onus on Academic Council members to reach out to their stakeholder group to replace them as a voting member if they are unable to attend an Academic Council meeting.

- 11.4 - This revision is adding a timing caveat for agenda item submissions as well as any changes to agenda items.
  - There was discussion around the language used in the revision to ensure it is clear what the timing limitations are. There is an Olds College policy/procedure that outlines timelines for submissions.
  - **Action Item:** M. Dallas will bring the discussion back to relevant policy owners for discussion.
- 11.17 - This revision is in regards to the Timing of Notice of Motions submitted. It encourages members to provide more details as to why they are not meeting deadlines. It is not meant to encourage members to go outside of the submission deadlines.
  - **Action Item:** P.Mal will review the current Academic Council Constitutions and By-Laws to ensure A.Mix can continue to sit on the committee, as a non Academic Council Member, until new Committee members are decided at the October AC meeting.
- There are three readings of Revisions of the Constitution and By-Laws. The next reading will be at the October AC meeting.

### 3.2. **Kuali reformatting discussion (*A.Christensen and J.Newman*)**

- The College has been working with Kuali for one year. There was reflection on how it's been working for Staff and Faculty over the past year.
- Kuali tracks every single click that the proposer makes and makes note of these clicks/edis.
- The "Modifications" in the proposals highlight the changes the proposer is making throughout the proposal and bringing forward to Academic Council.
- In the "Proposal Rationale" it is best practice to highlight the Rationale and click delete before typing in the new changes. This will show much clearer revisions in the Kuali track changes.
- There was a request to differentiate between FIO and AC approval.

## 4. **NEW BUSINESS - CURRICULUM APPROVAL**

### 4.1. **School of Trades and Skills**

#### 4.1.1. [PREEMPHET-Pre-Employment Heavy Equipment Technician](#) (*D.Beaudoin*)

- Revised the Admission Requirements to include:
  - 18 years of age or older upon completion of the program.
    - This age requirement was revised to allow for high school students to take this course for Dual Credit.
    - Add Com 1030 as an OPTIONAL elective to satisfy the work integrated learning component.

- As per the June Academic Council meeting, the Trades team brought the “Program Outcomes” back to their PPC for review on the wording and they PCC decided to keep the word “Describe”.

***Motion AC09082022.3 by D.Beaudoin to approve the course revisions to PREEMPHET-Pre-Employment Heavy Equipment Technician as presented*** **CARRIED**

#### **4.2. Werklund School of Agriculture Technology**

##### **4.2.1. [WIL 1500-Preparation for Experiential Learning in the Workplace](#) (C.Chalaturnyk)**

- Edits are being suggested to the course title, description, GACs, and competency statements to bring this course more into alignment with other programs. These changes will encourage other programs to use this course as their work-integrated learning preparation course.
- These revisions allow this course to be more discipline specific.
- Council members discussed the redundancy of voting with their PCCs and using Kuali.
  - B.Mulholland mentioned that her team, Jon and Amy, are in the process of coming up with a solution to these issues.
  - It was mentioned there is value in bringing this up to the OCFA membership as well for their feedback.

***Motion AC09082022.4 by C.Chalaturnyk to approve the course revisions to WIL 1500-Preparation for Experiential Learning in the Workplace as presented*** **CARRIED**

##### **4.2.2. [AMT 2020-Agriculture Marketing](#) (C.Chalaturnyk)**

- This decision was proposed and approved at the February 23, 2021 PCC meeting, however, the course title change was missed. The change should have been in effect as of July 2022, however, upon preparing the course for delivery for Fall 2022, it was noted to be unchanged, rendering it disconnected from the course content. As such, this proposal is requesting an effective date of Summer 2023.

***Motion AC09082022.5 by C.Chalaturnyk to approve the course revisions to AMT 2020-Agriculture Marketing as presented*** **CARRIED**

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

#### **5.1. School of Life Science & Business**

##### **5.1.1. [TRF 2620-Procuring Pesticide Certification](#) (D.Bullock)**

#### **5.2. School of Trades and Skills**

##### **5.2.1. [AGF 1330-Foundations of Agriculture and Agri-Food](#) (D.Daley)**

#### **5.3. Werklund School of Agriculture Technology**

6. [NEXT MEETING](#)

**Date: October 13, 2022**

**Meeting 6:15 pm**

**Deadline for agenda item submission: September 29, 2022**

**NOTE: A poll will be sent out to AC Members after the October meeting when the student representatives have joined the Council as to whether we continue to host meetings virtually or move to in person.**

**P.Mal adjourned the meeting at 7:34pm.**