

BOARD APPOINTED			
Regular Members	Present	Alternate Members	Present
Brad Onofrychuk	✓	Brian Panasiuk	X
Amy Saitz	✓	Gillian Watson	X
Michelle Mitchell	✓	Jasmine Light	X
Tammy Purchase	✓	Robyn Ord-Boisvert	X
Angie White	✓	Vacant	
Doug Higginson	X	Vacant	
Joshua de Vries	✓		
FACULTY ASSOCIATION			
Regular Members		Alternate Members	
Jeff Passler	✓	Chantal Tkach	X
Joanne Kushner	X	Kathryn Adams	✓
Karen Campbell	✓	Terry Denney	✓
Katharine Viscardis	X	Wesley Purchase	X
Katherine Olasker	✓	Vacant	
Nicole Carroll	✓	Vacant	
Karen Laboucane	✓	Vacant	
STUDENTS' ASSOCIATION			
Regular Members		Alternate Members	
Christopher Noskiye	✓	Jennifer Sharron	X
Jandel Twin	X	Vacant	
Katie Perepeletza	✓	Vacant	
Kellie Ominayak	X	Vacant	
Kim Willier	✓	Vacant	
Shannon Sharron	✓	Vacant	
Sonya Dumas	X	Vacant	
OTHER			
Amanda Francis, Recording Secretary	✓		

1. OPENING:

1.1 Call to Order

Chair, Joshua de Vries called the meeting to order at 1:01 p.m.

Quorum was met.

Joshua informed the members that the meeting would be recorded to ensure attendance was tracked and names for motions would not be missed. The recording is deleted as soon as the minutes are approved.

2. CONSENT ITEMS:

2.1 Approval of Agenda

No changes to the agenda.

MOVED by: Jeffery Passler

SECONDED by: Katie Perepeletza

To approve the agenda as presented.

CARRIED

2.2 Review of Previous Minutes – November 2, 2023

Minutes were reviewed by members who attended the November 2nd meeting, for any errors or omissions.

MOVED by: Jeff Passler

SECONDED: Katherine Olasker

To approve the minutes as presented.

CARRIED

3. PROGRAM REVIEWS:

3.1 Pre-Employment Pipe Trades – New

Amy Saitz presented the new program proposal for Pre-Employment Pipe Trades. This is a fulltime 16-week program. This covers all the pipe trades e.g., plumber, steamfitter-pipefitter, gasfitter, or sprinkler systems installer apprenticeship. This is appealing as we can prepare students in four different trades. Entrance requirements English 20-2 Math 20-3 and Science 10 or the GED Regulated through Apprenticeship and Industry Training (AIT) and students can also successfully complete the Accuplacer assessment for entrance. The program would be held in Wabasca, Slave Lake and various locations using Mobile Trades Labs. Tuition would be \$176 per credit keeping this program in line with our other pre-employment program tuition rates. Letters of support from various industry community members drove this program creation.

The committee discussed and reviewed the entrance requirements and the collegiate campus' and communities that support this program creation.

MOVED by Tammy Purchase

SECONDED by Kathryn Adams

To recommend the new program Pre-Employment Pipe Trades Program to the Board of Governors for approval.

CARRIED

3.2 Human Resource Management – New

Amy Saitz presented the new program proposal for Human Resource Management. This is a two-year diploma program. The courses in this program will be all the business administration programs and year two gets into the very specific human resources courses such as labour laws, taxation, human rights, and employment standards. Entrance requirements are listed requiring English and Math. It's a 60-credit program altogether, plus four credits for the optional practicum placement. With a 2.3 GPA they can transfer to a variety of degree programs at Athabasca University. The tuition and fees we are proposing \$190 per credit plus other mandatory Student Association and technology fees. By making this a two-year program students do save the \$50 application fee for the 2nd year.

The committee discussed the entrance requirements and noted the part requiring "fluency in English" is outlined in detail in the College's International Students Admissions Regulation. The committee discussed adding the regulation to the proposal. And adjusting the wordage around the residency requirements that were noted in the proposal wasn't accurate, Amy to modify.

MOVED by Tammy Purchase

SECONDED by Angie White

To recommend the new program Human Resource Management to the Board of Governors for approval, with modifications.

CARRIED

4. POLICIES, PROCEDURES & REGULATIONS:

4.1 Program Review, Revision, Suspension, Termination and Reinstatement Procedure

Amy explained the adjustments in the procedure, making it more concise.

The committee reviewed the procedure. A modification to section 1. Program Review part A, was suggested to add the word “should” the sentence would read: The report should be made available to the program Dean before the end of October or within one month of the end of the program.

MOVED by Michelle Mitchell

SECONDED by Katie Perepeletza

To recommend the Program Review, Revision, Suspension, Termination and Reinstatement Procedure to the President’s Advisory Team for approval, with the modification.

CARRIED

5. INFORMATION ITEMS:

5.1 Academic Council Webpage

Joshua brought to the committee’s attention a new webpage that was set up where our minutes are stored for the committee. Draft minutes will be posted until the committee approves them then they will be replaced by the official minutes, as per our committee bylaws.

6. NEXT MEETING AND ADJOURNMENT:

Scheduled for January 11, 2024

MOVED by Brad Onofrychuk

To adjourn the meeting.

Meeting adjourned at 2:15 p.m.