



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	X	Chantal Tkach	X
Joanne Kushner	X	Kathryn Adams	✓
Karen Campbell	✓	Terry Denney	✓
Katharine Viscardis	✓	Wesley Purchase	X
Katherine Olasker	✓	Vacant	
Nicole Carroll	✓	Vacant	
Karen Laboucane	X	Vacant	
STUDENTS' ASSOCIATION			
Regular Members		Alternate Members	
Christopher Noskiye	✓	Vacant	
Jennifer Sharron	✓	Vacant	
Katie Perepeletza	✓	Vacant	
Kim Willier	✓	Vacant	
Lindsey Orr-Anderson	✓	Vacant	
Shannon Sharron	✓	Vacant	
Vacant	✓	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.

2. CONSENT ITEMS:

2.1 Approval of Agenda

Tammy asked if items in section 4 could be switched with item 3.

MOVED by: Kathryn Adams

SECONDED by: Katie Perepeletza

To approve the agenda as requested.

CARRIED

2.2 Review of Previous Minutes – February 8, 2024

Minutes were reviewed by members who attended the February 8th meeting, for any errors or omissions.

MOVED by: Tammy Purchase

SECONDED by: Katie Perepeletza

To approve the minutes as presented.

CARRIED

3. POLICIES, PROCEDURES & REGULATIONS:

3.1 International Students Admissions Regulation

Tammy spoke to modifications to regulation to align with processes due to government changes.

MOVED by: Kathryn Adams

SECONDED by: Katherine Olasker and Amy Saitz

To recommend the International Students Admissions Regulation to the President's Advisory Team for approval.

CARRIED

3.2 Student Fee Payments and Refunds Procedure

Tammy spoke to updates required to reflect modifications in the corresponding regulation.

MOVED by: Lindsey Orr-Anderson

SECONDED by: Angie White

To recommend the Student Fee Payments and Refunds Procedure to the President's Advisory Team for approval.

CARRIED

3.3 Admissions Procedure

Tammy spoke to the renewal and general housekeeping to reflect current practice and terminology.

MOVED by: Jennifer Sharron

SECONDED by: Shannon Sharron

To recommend the Admissions Procedure to the President's Advisory Team for approval.

CARRIED

3.4 Academic Calendar Regulation

Tammy spoke to modifications to the regulation to reflect current practice, terminology, and the addition of the Integrated Foundational Pathways section.

MOVED by: Katharine Viscardis

SECONDED by: Katie Perepeletza

To recommend the Academic Calendar Regulation to the President's Advisory Team for approval.

CARRIED

4. PROGRAM REVIEWS:

4.1 Oilfield Operator Program Proposal – Suspension

Amy spoke to the program suspension proposal for the Oilfield Operator program. She indicated the program was suspended last year due to demand dwindling. Since the suspension was put in place we haven't had a lot of feedback from industry. We are proposing to continue the suspension to allow for further consultation to occur.

Brad explained when a program is suspended there are three options when it comes up for review; extend the suspension, terminate the program, or reinstate the program. By extending the suspension it gives us more time to investigate ways for us to modify the program so it can be successful. We terminate a program if there is no demand or jobs. We would reinstate the program if after a modification we can bring it back more successful. Prior to the suspension there is a heavy marketing push to see if enrollments can be encouraged. Finally, with this entire process we can do the right thing for the program and its students.

MOVED by: Jennifer Sharron

SECONDED by: Katherine Olasker

To recommend the suspension of the Oilfield Operator Program to the Board of Governors.

CARRIED

5. NEXT MEETING AND ADJOURNMENT:

Scheduled for April 4, 2024

Meeting adjourned at 1:42 p.m.