

**Academic Standards Committee**  
**March 12, 2024 at 3pm – 5pm**  
**University Boardroom A341**

**IN ATTENDANCE:**

Lee Easton	GFC Academic Staff Member, CHAIR
Karim Dharamsi	Vice-Provost, Academic, VICE-CHAIR
Phil Warsaba	Vice-President, Students
Kelly Williams-Whitt	Dean Representative
Mary-Lee Mulholland	GFC Academic Staff Member (Arts)
Anh Nguyen	GFC Academic Staff Member (Business & Communication Studies)
Joyce Totton	GFC Academic Staff Member (Health, Community & Education) <i>(via Google Meet)</i>
Jon Mee	GFC Academic Staff Member (Science & Technology)
Chris Moxham	Academic Staff Member (Teaching & Learning)
Kalen Keavey	Academic Staff Member (University Library)
Tala Abu Hayyaneh	Student Representative
Fiona Chetty	Student Representative

Resources

Gerri Lynn Gouglas	University Registrar & Associate Vice-President, Enrolment Management <i>(via Google Meet)</i>
Cheryl Melatdoost	Academic Quality Assurance Coordinator
Sheena Dyer	Assistant University Secretary, GFC, RECORDING SECRETARY

Guests

Reza Chowdhury	Accounting Program Review Team Representative
Shea Ellingham	Director, Admissions and Recruitment
Osama El-Temtamy	Accounting Program Review Team Representative
David Hyttenrauch	Sociology Program Review Team Representative
Isha Sharma	Sociology Program Review Team Representative

**NOT IN ATTENDANCE:**

Marc Schroeder	MRFA Academic Policy and Governance Officer
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The Chair called the meeting to order at 3:02PM and gave a land acknowledgement.

**1. Approval of Agenda**

***Moved and seconded:***

**THAT** the Agenda for the March 12, 2024 Academic Standards Committee meeting be approved.

***Motion carried***

**2. Approval of Meeting Minutes**

2.1. Minutes from January 30, 2024

***Moved and seconded:***

**THAT** the Minutes of the January 30, 2024 Academic Standards Committee meeting be approved.

***Motion carried***

## 2.2. Business Arising from the Minutes

There was no business arising from the minutes.

*M. Mulholland left the meeting.*

## 3. Program Reviews

### 3.1. Sociology

The Chair gave a summary of the member feedback provided in the pre-collection of feedback form for the Sociology Program Review. A preliminary discussion of the review focused on identifying potential questions to ask the program review guests.

*M. Mulholland re-joined the meeting with I. Sharma and D. Hyttenrauch.*

Discussion:

- The program review team gave an overview of their overall experience and key learnings from various aspects of the program review, including how they incorporated these learnings into the Advancement Plan.
- Clarity was provided about the responses to the External Reviewer's findings, including the recommendations regarding student cohorts/cohesiveness and plans for work integrated learning.
  - It was suggested that this additional context be highlighted in the response to the reviewers' comments and strengthened in the Advancement Plan.
- In response to a question, an explanation about how the program has been addressing the feelings of alienation of contract faculty that had been noted in the 2017 external review was provided.

*D. Hyttenrauch, M. Mullholland, and I. Sharma left the meeting.*

***Moved and seconded:***

**THAT** the Academic Standards Committee approves the Bachelor of Arts – Sociology program review, as amended.

Amendments:

- The Committee recommended:
  - Changes to the Response to the External Reviewers' Report and Advancement Plan to highlight the ways the program is addressing student cohesiveness and commitment to work integrated learning, and add information about the initiatives regarding contract faculty.
  - Updating the numbering of recommendations in the Advancement Plan for accuracy.

***Motion carried***

*M. Mullholland re-joined the meeting.*

3.2. Accounting

The Chair gave a summary of the member feedback provided in the pre-collection of feedback form for the Accounting Program Review. A preliminary discussion of the review focused on identifying potential questions to ask the program review guests.

*R. Chowdhury, O. El-Temtamy and K. Williams-Whitt joined the meeting.*

Discussion:

- The program review team gave an overview of their overall experience and key learnings from various aspects of the program review.
- Explanation was given about why the external reviewers were from Alberta due to challenges for selecting reviewers across Canada.
- More information was provided about the response to the reviewer's proposed assurance of learning approach and various initiatives that are underway.
- Context for why the program accepted and rejected the reviewer's recommendations was provided.
  - It was suggested this context be expanded upon in the Advancement Plan, with rationale for why certain recommendations were rejected.
- Other questions were responded to for additional information and clarification on the program's continued support for general education, utilizing existing Library services for the self-study courses (workshops), and work underway with University initiatives (such as Indigenization), with a suggestion from the Committee to further highlight these areas in the Advancement Plan.

*K. Williams-Whitt, R. Chowdhury and O. El-Temtamy left the meeting*

***Moved and seconded:***

**THAT** the Academic Standards Committee approves the Bachelor of Business Administration - Accounting program review, as amended.

Amendments:

- Add more rationale and context to the Advancement Plan regarding the assurance of learning project and library workshops/services, and University and Faculty-level initiatives.
- Include more rationale for the reviewer's recommendations that were rejected.
- Articulate the tensions between accreditation requirements and program requirements (ie. General Education).

***Motion carried***

*K. Williams-Whitt re-joined the meeting with S. Ellingham and A. Nguyen.*

#### 4. Recommendation to GFC – Admissions Policy

Shea Ellingham gave an overview of the revisions to the Admissions Policy. A question was responded to for clarity on how the institutionally approved minimal scores for assessments to meet the English Language Proficiency are reviewed and updated. It was explained that the scores are posted 18-months in advance on Mount Royal's website. Concern was expressed with that approach where the information on scores would not be articulated in policy, in consideration of ensuring students requiring these assessments are well supported and prepared. It was suggested that to address the concern, the scores be brought to ASC annually for feedback and to receive information about the industry best practices (mode of delivery, scoring levels).

***Moved and seconded:***

**THAT** the Academic Standards Committee recommend to General Faculties Council the approval of the proposed Admission Policy, as amended.

Amendment:

- Add a reporting mechanism to ASC for reviewing institutionally approved minimum scores (English Language Proficiency requirement).

***Motion carried***

S. Ellingham left the meeting.

#### 5. ASC Charter Revision (Membership) – Continuing Education Representative

Due to meeting time constraints, it was agreed to postpone this item to the next meeting.

#### 6. Working Group Updates

- 6.1. Changes to *Institutional Tenure and Promotion Criteria* to recognize Indigenous Peoples ways of knowing and doing (Appendix A)

The working group gave a status update that they are reviewing a revised document and anticipate further consultation with the Indigenous Faculty Collective to finalize the recommendations to ASC and GFC.

- 6.2. Review of the Tenure and Promotion Handbook

A terms of reference for a working group to review the Tenure and Promotion Handbook has been considered, and discussion is taking place with the Provost about a general process for amending the Handbook and relationship to the Collective Agreement.

#### 7. Reports

- 7.1. Update on Academic Program Reviews

A written update was provided on current, upcoming and in progress program reviews.

7.2. Committee Chair Report

A copy of the most recent ASC Committee Chair's Report to GFC was received for information.

7.3. Report from the Senior Administrator to the Committee

No updates.

**8. New Business**

There was no new business.

**9. Adjournment 5:06PM**