



BOARD OF GOVERNORS

Minutes of the Regular Meeting Held on Monday, February 4, 2008 [Public Session]

- PRESENT:
- C. Williams, Chair
 - B. Damps, Recording Secretary
 - J. Blomme
 - J. Giesbrecht
 - K. Hewson
 - N. Kenward
 - N. Lever
 - D. Marshall
 - R. Ramsden-Wood
 - R. Shaw
- R. Fisher, Provost and Vice-President, Academic
R. Roberts, Vice-President, Administrative Services
H. Wight, Vice-President, External Relations
B. Fleming, Executive Director, Student Affairs and Campus Life
J. O'Connor, Executive Assistant to the President
- D. Anderson, Director, Financial Services
M. Chikinda, Dean, Centre for Communication Studies
D. Clemis, Instructor/Chair, General Education
G. Cross, Instructor, Computer Science and Information Systems
T. Day, Instructor, Chemical, Biological and Environmental Sciences
J. Drover, Instructor, English
D. Dunwoody, Director, Information Technology Services
T. Field, Instructor, Communication Studies
B. Foster, Instructor/Chair, Policy Studies
R. Genreux, Associate Dean, Arts
W. Glanzman, Instructor, Sociology and Anthropology
S. Gottheil, Associate Vice-President, Enrolment Management and Registrar
D. Hyttenrauch, President, Mount Royal Faculty Association
D. King, Instructor, Justice Studies
D. (Douglas) MacDonald, Instructor, Bissett School of Business
D. (Dianne) MacDonald, Manager, International Education
B. Matthews, Chair, Sociology and Anthropology
M. Mertin, Dean, Arts
N. Nenshi, Instructor, Bissett School of Business
A. Olson, Manager, Languages Institute
B. Ravelli, Instructor, Sociology and Anthropology (on leave)
R. Saint-Fort, Instructor, Chemical, Biological and Environmental Sciences
C. Simpson, Executive Director, Mount Royal College Foundation
L. Smith, Director, International Education
K. Street, Instructor, Humanities and Chair, Academic Council
L. Wertzler, Chair, Psychology
J. Zimmer, Acting Dean, Teaching and Learning
- ABSENT:
- L. Black
 - M. Delorme
 - G. Lackenbauer
 - R. Renaud
 - S. Savidant

3.1 APPROVAL OF AGENDA

Moved by K. Hewson, seconded by N. Lever:

THAT the agenda be approved with an amendment to add as item # 3.6.6, Implementation of New Degrees.

CARRIED

3.2 FACULTY PRESENTATION

3.2.1 Mr. Terry Field, Instructor, Centre for Communication Studies

T. Field, Instructor, Centre for Communication Studies, made a presentation on the Joint Television Production Course – Mount Royal College in Calgary and El Instituto Tecnológico y de Estudios Superiores de Monterrey (TEC).

3.3 APPROVAL OF MINUTES

3.3.1 Regular Meeting, Public Session, December 10, 2007

Moved by K. Hewson, seconded by R. Shaw:

THAT the minutes of the Public Session of the Regular Meeting of the Board of Governors held on December 10, 2007 be approved as distributed.

CARRIED

3.4 CHAIR'S REPORT

No report.

3.5 EXECUTIVES' REPORTS

3.5.1 President

The Board of Governors received for information the written report on the President's Activities and Upcoming Events.

3.5.2 Provost and Vice-President, Academic

3.5.3 Vice-President, Administrative Services

3.5.4 Vice-President, External Relations

3.5.4 Executive Director, Student Affairs and Campus Life

No reports.

3.6 DECISION / ACTION ITEMS

3.6.1 Implementing a New Academic Council Model

- a. D. Marshall reported that Advanced Education and Technology has reviewed the Academic Council model for Mount Royal approved by the Board of Governors on December 11, 2006, and suggested that the model be revised to conform to the Academic Council Regulation in the following areas:
- Revise the section on powers and duties to reflect only those that are included in the Regulation and that the wording follow as closely as possible the wording in the Regulation.
 - Have the Board delegate additional responsibilities under Section 62 of the Post-Secondary Learning Act.
 - Have the Board pass a new resolution adopting the revised Academic Council model.

The model has been revised to incorporate these recommendations.

- b. It is being recommended that the name of the new Academic Council would be the Mount Royal General Faculties Council.
- c. If approved by the Board of Governors, the proposed Academic Council model would be re-submitted to the Minister, Advanced Education and Technology, for approval. Following Ministerial approval, the College would commence the election process for the new group and prepare to implement the new model on August 15, 2008.
- d. Membership on the General Faculties Council is comprised primarily of faculty: 50 faculty as opposed to the current complement of 10 faculty on the Academic Council. Faculty will be elected to the Council.
- e. Moved by N. Lever, seconded by J. Blomme:

THAT the Board of Governors pass the following Resolution:

BE IT RESOLVED THAT:

In accordance with sections 47.1 and 62 of the *Alberta Post-Secondary Learning Act* and the *Alternative Academic Council Regulation*, the Board of Governors of Mount Royal College establish an alternative Academic Council, dissolve the existing Academic Council established under section 46 of the *Act*, and adopt the proposed Academic Council Model attached as Appendix A, effective August 15, 2008.

BE IT FURTHER RESOLVED THAT:

The Board of Governors submit an application to the Minister of Alberta Advanced Education and Technology for approval to establish the Alternative Academic Council, effective August 15, 2008.

BE IT FURTHER RESOLVED THAT:

This motion supersedes the motion passed on December 11, 2006 regarding the approval of an Alternative Academic Council Model.

THAT the Board of Governors authorize the new Academic Council, upon implementation, to change its name to the General Faculties Council.

CARRIED

3.6.2 Approval-in-Principle: Bachelor of Business Administration Program

- a. The proposed Bachelor of Business Administration degree would have majors in General Management, Accounting, Human Resources and Marketing. The program would replace the Bachelor of Applied Business Administration – Accounting Program. It would offer 400 full-time student spaces and 60 part-time student spaces for a total of 1,381 program full load equivalent (FLE) students. The College would continue to offer the Diploma programs in Business Administration as long as there is market demand.
- b. The proposal responds to a number of questions posed by the Campus Alberta Quality Council (CAQC). The Bachelor of Business Administration program, if approved by the Quality Council and the Minister, Advanced Education and Technology, is being proposed for implementation in the Fall Term 2008. Approval-in-principle is being requested from the Board of Governors and the program will likely come forward for approval in April 2008.
- c. Moved by N. Lever, seconded by K. Hewson:

THAT the Board of Governors approve-in-principle a Bachelor of Business Administration.

CARRIED

3.6.3 Program Deletion: Suzuki Piano Pedagogy Certificate of Achievement

- a. The Suzuki Piano Pedagogy Certificate of Achievement program has not been offered since the 2002-2003 academic year. Demand for the program was unable to achieve anticipated levels and the instructor who developed the courses and taught the program is no longer employed by Mount Royal College. Consequently, the recommendation is that the program be deleted.
- b. Moved by N. Lever, seconded by K. Hewson:

THAT the Board of Governors approve deletion of the Suzuki Piano Pedagogy Certificate of Achievement.

CARRIED

3.6.4 Approval of 2006-2007 Annual Report

a. The Audit and Finance Committee and the Auditor General's Office have reviewed and provided comments concerning the draft Annual Report for 2006-2007. Both sets of comments will be incorporated prior to finalization of the Annual Report and submission to government.

b. Moved by J. Giesbrecht, seconded by R. Shaw:

THAT the Board of Governors approve the 2006-2007 Annual Report, as amended.

CARRIED

3.6.5 Donated Shares Procedures

a. The Audit and Finance Committee reviewed the draft Donated Shares Procedures earlier on this date. The procedures have been developed to ensure that the College and the Foundation are following a consistent procedure for the receipt of publicly listed shares gifted by a donor. The Audit and Finance Committee has recommended a revision to the procedures to provide more flexibility for the College by indicating that the "normal mode of operation is to turn the shares into cash".

c. Moved by J. Giesbrecht, seconded by J. Blomme:

THAT Board of Governors approve the Mount Royal College Procedure for the Gift of Publicly Listed Securities, as amended.

CARRIED

3.6.6 Implementation of New Degrees

a. D. Marshall introduced the subject by providing an update on events that have transpired during the past several weeks and discussions with Ministry officials concerning Mount Royal's new degree program proposals, including the enrolment plan and funding. The Board's External Affairs Committee has met to discuss institutional strategy, following which the Vice-Chair (on behalf of the Board Chair) submitted a proposal to the Minister, Advanced Education and Technology, on January 8, 2008.

b. Mount Royal's proposal outlined two options for implementing the degrees in the Fall Term 2008 for government consideration:

- For the first two years (2008-2009 and 2009-2010), fund all five degrees through conversion of existing enrolments to accommodate students new to the institution coming into the first year of the new degree programs that were formerly University Transfer or applied degree programs.
- For years three and four (2010-2011 and 2011-2012), two options were provided: Option A for a "no institutional growth" scenario and Option B for an "institutional growth" scenario.

- c. Mount Royal's proposal states, in part:

In summary, we request \$933,749 to implement five new CAQC-approved degrees at Mount Royal College in 2008. Mount Royal can implement all these degrees for an ongoing annual grant of \$7,739,355 starting in 2011-2012. During this period, Mount Royal can work within the Enrolment Planning Envelope to seek funding for any enhanced enrolment that supports the government access plan.

- d. By means of a PowerPoint presentation, D. Marshall reviewed the following matters pertaining to Mount Royal's Degree Implementation Plan:

- Assumptions.
- Grant Options.
- Grant to Convert Existing Full Load Equivalent Students to Degree-Level Funding.
- Grant for New Full Load Equivalent Students.
- Costing for No Enrolment Increase Implementation

- e. For the past three weeks, the Ministry has been working with the College on an implementation plan (enrolment and funding) for Option B.

- f. Members engaged in discussion concerning the following matters pertaining to degree program implementation:

- Options for enrolment conversion and for enrolment growth.
- Timing of degree implementation and the risks associated with proceeding and not proceeding with implementation in the Fall Term 2008.
- Faculty workload assumptions and models.
- Degree program budget requirements, government funding and tuition fees for year one, two, three and four of the programs.
- Enrolment plans for the degrees for year one, two, three and four of the programs.
- Faculty recruitment challenges.
- Facilities.
- Communication plans.

- g. The point has been reached where the Board of Governors, based on the information available, is required to make a decision as to whether Mount Royal implements new degrees in the Fall Term 2008 under the model presented and supported by Advanced Education and Technology. The Academic Affairs Committee has discussed this matter and is recommending Fall Term 2008 degree program implementation to the Board of Governors.

- h. Moved by N. Lever, seconded by J. Blomme:

THAT, based on the Degree Implementation Plan, the Board of Governors approve Mount Royal proceeding with the implementation of the following five new degrees in the Fall Term 2008: Bachelor of Arts in Criminal Justice, Bachelor of Arts, Bachelor of Science and, subject to Quality Council and Ministerial approval, the Bachelor of Business Administration and Bachelor of Communication.

CARRIED, with all in favour

- i. Communication plans will now be refined and the following message will be communicated:

Based upon the implementation model established through consultation with the Ministry of Alberta Advanced Education and Technology, and contingent upon approval of the Bachelor of Business Administration and Bachelor of Communication by the Campus Alberta Quality Council and the Minister, the Board has authorized management to proceed with the implementation of the first year of the following degrees for September 2008:

- *Bachelor of Arts.*
- *Bachelor of Arts - Criminal Justice.*
- *Bachelor of Communication.*
- *Bachelor of Science.*
- *Bachelor of Business Administration.*

- j. D. Marshall reported that government has asked Mount Royal to investigate adding more students in Nursing, and the Provost and Vice-President, Academic is working with the area to identify the implications and resources required. The difficulty, however, is that Nursing is already under pressure if view of several new initiatives, including the Bachelor of Nursing program.

3.7 DISCUSSION / INFORMATION ITEMS

3.7.1 International Education Strategy

- a. In response to a request from the Board at a previous meeting for an update on International Education at Mount Royal, Lorna Smith, Director of International Education, along with Dianne MacDonald, Manager of International Education, and Audrey Olson, Manager of the Languages Institute, provided a report that highlighted progress on the Internationalization Strategy: Phase II.
- b. International Education at Mount Royal commenced in 1988 as a pilot project. Developing strong partnerships with like institutions in strategic areas of the world is the foundation for international education activities at Mount Royal.
- c. Areas of International Education Focus
- Institutional Partnerships.
 - Mount Royal Students' Participation in International Experiences.
 - International Students.
 - The Mount Royal Curriculum.
 - International Development and Training Assistance.
 - International Contract Training.

- d. International Education is preparing for transition to Phase III of the Internationalization Strategy. Major issues/challenges for the Internationalization Strategy: Phase III are:
 - International Students: targeted and strategic recruitment for full-time degree students; more support services and scholarships; alumni.
 - Research: Phase III will include a strategy for research.
 - Funding for Students: e.g., scholarships.
- e. Mount Royal has a strong commitment to its International Education operation, which has obtained national and international recognition. Approximately 300 to 350 students participate in exchanges annually, and 2,000 to 2,500 students come to the Languages Institute annually to study.
- f. The Board of Governors received for information the update on Mount Royal's International Education Strategy.

3.7.2 New Degree Program Status Report

- a. R. Fisher reviewed the status of the five degrees that Mount Royal would like to implement in the Fall Term 2008, assuming government approval and funding. Since the Board's December 2007 meeting, a response has been submitted to the CAQC on the Bachelor of Communication program report. A report has been received from the CAQC on the Bachelor of Business Administration program and the College is presently preparing a response to the report.
- c. The Board of Governors received for information the New Degree Program Status Report.

3.7.3 Students' Association of Mount Royal College (SAMRC) Audited Financial Statements to June 30, 2007

- a. The SAMRC experienced a successful 2006-2007 year financially and this is the third consecutive year that the Association has not received a management letter, despite a decrease in the materiality threshold.
- b. The Board of Governors received for information the SAMRC Audited Financial Statements to June 30, 2007.

3.7.4 Investment Report to December 31, 2007

- a. The Audit and Finance Committee met with a representative from Bissett Investment Management to receive the Investment Report to December 31, 2007. The fourth quarter was volatile and overall, 2007 was a disappointing year. The portfolio performed slightly below the benchmark.
- b. The Board of Governors received for information the Investment Report to December 31, 2007.

3.7.5 Second Quarter Operating and Capital Reports to December 31, 2007

- a. At the end of the second quarter in the 2007-2008 fiscal year (December 31, 2007), the College's operating budget is projecting a favourable position at year-end and the capital budget is performing as anticipated.
- b. The Board of Governors received for information the Second Quarter Operating and Capital Reports to December 31, 2007.

3.8 COMMITTEE REPORTS

3.8.1 Campus Development Committee

The Board of Governors received for information the written report on the Campus Development Committee meeting held on January 17, 2008.

3.8.2 External Affairs Committee

The Board of Governors received for information the written report on the External Affairs Committee meeting held on January 8, 2008.

3.8.3 Human Resources and Compensation Committee

The Board of Governors received for information the written report on the Human Resources and Compensation Committee meetings held on December 10, 2007 and January 30, 2008.

3.9 CONSENT AGENDA

3.9.1 Items Removed from Consent Agenda

There were no items removed from the Consent Agenda.

3.9.2 Consent Agenda

Moved by J. Blomme, seconded by N. Lever:

THAT the Board of Governors approve or receive for information, as recommended, the Consent Agenda items for the February 4, 2008 meeting of the Board of Governors.

3.9.2.1 Information Items

3.9.2.1.1 Minutes, November 15, 2007 Academic Council Meeting

THAT the Board of Governors receive for information the minutes of the Academic Council meeting held on November 15, 2007.

3.9.2.1.2 Minutes, December 6, 2007 Academic Council Meeting

THAT the Board of Governors receive for information the minutes of the Academic Council meeting held on December 6, 2007.

**3.9.2.1.3 Students' Association of Mount Royal College:
Licensed Premises Report for 2006-2007**

THAT the Board of Governors receive for information the Licensed Premises Report for 2006-2007 on the operations and activities of the Liberty Lounge in Wyckham House.

CARRIED

3.10 OTHER BUSINESS

There were no other items of business.

3.11 NOTICES OF MOTION

There were no Notices of Motion.

3.12 MOTION TO RECESS

The Board of Governors' meeting recessed.

C. Williams, Chair

Date