

**Royal Roads University
ACADEMIC COUNCIL
MAY 20, 1998**

MINUTES

PRESENT	COUNCIL MEMBERS	EX OFFICIO MEMBERS
	Jim Bayer	Ramona Lumpkin, Chair
	Anton Boegman	Peter Turner
	Steve Grundy	David Krauel
	Jim McTaggart-Cowan	Gerry Kelly
	Stacey Foley	Don MacMillan
	Tom Hickman	Rosemary Smedley, Recording
	Doug Bright	
	Monique Cikaliuk	
	Robert Gale	
	Rick Roskin	
	Gerry Nixon	
ABSENT	Laurie Maslak	

1. Call to Order

Meeting was called to order by the Chair at 2:38 p.m.

2. Approval of the Agenda

Under "Other Business" one item was added:

- a) Academic Probation Policy

3. Approval of April 15, 1998 Minutes

Motion: It was moved by Jim McTaggart-Cowan and seconded by Jim Bayer

THAT THE MINUTES OF THE APRIL 15, 1998 MEETING BE APPROVED.

MOTION CARRIED

4. Business Arising From Previous Minutes

b) Academic Freedom Policy

It was agreed that the University of Calgary Academic Freedom Policy was the model to use for Royal Roads as it is simple and clear. The Chair will prepare the policy.

Motion: It was moved by Jim McTaggart-Cowan and seconded by Steve Grundy

THAT ROYAL ROADS UNIVERSITY ADOPT THE ACADEMIC FREEDOM POLICY CREATED BY THE UNIVERSITY OF CALGARY.

MOTION CARRIED

b) Overview of Policy to be Developed

The Chair gave an overview of her work to-date on development of policy. She has reviewed policy which has been discussed at Academic Management and will be bringing it forward to Academic Council for ratification.

5. New Business

a) Approval of MALT and BSc. Graduates

The group reviewed the list of MALT graduates provided by Gerry Nixon.

Motion: It was moved by Gerry Nixon and seconded by Jim Bayer

THAT ACADEMIC COUNCIL APPROVE THE LIST OF MASTERS IN LEADERSHIP AND TRAINING GRADUATES.

MOTION CARRIED

The group was advised by Don MacMillan of the names of two BSc. graduates.

Motion: It was moved by Steve Grundy and seconded by Jim McTaggart-Cowan

THAT ACADEMIC COUNCIL APPROVE THE LIST OF BACHELOR OF SCIENCE GRADUATES.

MOTION CARRIED

Concern was raised over a number of students on the graduate list who have outstanding debts at the University. David Krauel has sent a list of students with outstanding debts to Gerry Nixon and Don MacMillan for follow-up.

It was suggested that, in future, it would be useful to include thesis topics on the list of graduates.

It was also suggested that, as an information item and separate from lists of graduates, it would be interesting to see a ratio of grades of graduates (without identifying names or student numbers in order to comply with Protection of Privacy Act).

b) Non-Degree Course Offerings Policy - Draft

The Chair thanked Doug Bright for reviewing policy from other institutions and preparing a first draft which she has further revised. The document was reviewed by the group and the following changes agreed to:

- Change title to “Royal Roads University Policy on Short Course and Certificate Programs Offerings”
- Remove reference to “non-degree” throughout and replace with “short course and certificate programs”
- Clarify periodic reporting to Academic Council on Certificates of Achievement
- Include a non-performance clause
- Include a clause stating the Vice President, Learning will determine if a change in a program is substantial enough to require it to be brought back to Academic Council for approval
- Change first sentence in Policy section to read “In endorsing any short course or certificate programs offering that is sponsored by Royal Roads University, the university generally.....”

It was agreed that an annual information update on short course and certificate program offerings will be brought to Academic Council.

It was further agreed that a program description, delivery dates, the name(s) of organizer(s), program participants and participants who successfully complete the program will be deposited with the Registrar's office as soon as possible following the completion of the program.

Motion: It was moved by Jim Bayer and seconded by Monique Cikaliuk

THAT ACADEMIC COUNCIL APPROVE THE ROYAL ROADS UNIVERSITY POLICY ON SHORT COURSE AND CERTIFICATE PROGRAMS, AS AMENDED BY COUNCIL.

MOTION CARRIED

(10 in favour, 1 abstention)

c) Learner Code of Conduct Policy - Final Draft

Further input to the policy is to be forwarded to Don MacMillan so that he can prepare a revised final draft for the June meeting of Academic Council.

6. Other Business

a) Academic Probation Policy

The revised policy was reviewed and input was given to further clarify the policy. A sentence should be added to the "Undergraduate" and "Graduate" sections to explain the probation process. A sentence should also be added to indicate that students required to withdraw may reapply and be assessed for readmission at a later date.

Motion: It was moved by Gerry Nixon and seconded by Jim McTaggart-Cowan

THAT ACADEMIC COUNCIL ACCEPT ACADEMIC PROBATION POLICY AS AMENDED.

MOTION CARRIED

7. Adjournment

The meeting adjourned at 4:30 p.m.