

**Meeting Minutes**  
**Friday 03 December 2021; 1:00pm PST**  
**LOCATION: Microsoft Teams**

**Attending:**

Sheldon Levy (Chair)	Anne Janousek (Support Staff Representative)
Larry Earnhart (Graduate Chair)	Kristeen McLellan (UAP Chair)
Stephanie Chu (Executive Dean)	Gabriel Anaya Issa (Student Representative)
Adrian Mitescu (Librarian)	Eli Sopow (Faculty)
Salvador Trevino (Faculty)	Aashna Arya (Student Representative)
Paul Fontaine (Faculty)	Harpreet Ahluwalia (Guest)
Penny Farley (Faculty)	Christine Chan (Guest)
Dave Keighron (Faculty)	Maureen Mancusco (Guest)
Michele Vincenti (Graduate Chair)	Cassie Savoie (Guest)
Pegah Yaghmaie (Faculty)	
Gelareh Farhadian (Graduate Chair)	
Amy Hua (Academic Manager)	
George Drazenovic (Undergraduate Chair)	

**Regrets:**

Sitora Azimova (VP Admin)  
Nam Le (Faculty)  
Sumit Agarwal (Support Staff Representative)

**Notes:**

Taran Gill (Executive Assistant)

*Meeting called to order at 1:00pm.*

**1. Welcome**

S. Levy

Shelton welcomed attendees and thanked everyone for joining online.

**2. Approval of Agenda (doc. distributed)**

S. Levy

**Motion: To approve agenda**

**Moved: L. Earnhart    Seconded: C. Savoie**

**Agenda approved as distributed.**

**3. Approval of Minutes (doc. distributed)**

S. Levy

a) Minutes from Academic Council meeting on December 03, 2021

**Motion: To approve Minutes as presented**

**Moved: M. Vincenti    Seconded: S. Trevino**

**Minutes approved as presented.**

**4. President's Report**

S. Levy

Sheldon noted the following items in his report:

- Introduction of Adrian as interim secretary of Academic Council. Adrian noted he will be implementing and testing some changes to improve the running of academic council, starting with trying out some tech solutions for the voting. The by-laws will also be reviewed.
- Sheldon noted that as priority he will be looking to put more rigor into the whole system that gives and supports academic council in the authority they should have within the institution. The other thing to look at will be the by-laws and committee structures.
- Sheldon introduced Maureen Mancuso who will be working with both him and Stephanie in developing the Academic Council and the institution from a quality and governance aspect. Maureen mentioned one big area which is the primary responsibility of the Academic Council is the quality of both new and existing programs, which requires a robust institutional internal quality assurance process and corresponding procedures that align with the provincial government's quality assurance framework. She noted she will be working with Stephanie and Adrian to ensure sure that those are being operationalized and processes in place that are communicated clearly.

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- Sheldon noted that as this work is being done that Academic council plans a full day retreat in the new year with a strong agenda and supporting documents, such that coming out of the retreat very important decisions made can be communicated to the university.
- Lastly Sheldon noted that the provincial government in BC for both public and private institutions are changing, and re-thinks issues with regard to international & domestic students on online vs on-campus. There is a relaxed opportunity for students to continue to be online given the new COVID-19 variants that are emerging.

### 5. New Business (docs distributed)

#### a) New Policy: Recognition of Student Groups and Associations

C. Chan

Christine presented a power point presentation on this new policy on a share screen, giving an overview of the policy, rationale for the policy, consultations, and communications/implementations.

There was discussion around booking of campus space, for example when space is booked through a student club for an activity that is not aligned with that student club. What articulation of the use of the space does a student club need to make to use the space?

And brand alignment and appropriate values, what happens for example for clubs of a political nature?

Christine responded that when assessing what is appropriate/inappropriate, it will be assessed on whether it falls under student rights & responsibility and branding guidelines. Students are welcome to have a different voice that what the university has for as long it is legal. Its also Important to ensure that when students sign onto the Charter, that the purpose and their meetings have clear statements, and then when they book a room, it's for a meeting or engagement purposes only.

Next there was discussion around can students have an association – and can students raise concern about university through a club, and how can faculty work with student clubs (e.g., entrepreneurship club, marketing club) Christine responded that yes, the students can call themselves an association. Students can not set up a club that says, 'I hate UCW' because hatred is part of discrimination, however if they say 'UCW problem solving club'. Students can propose information and ideas, and they can feel free to involve staff faculty as part of their advising team. However, faculty, staff, employees, and alumni who are affiliated with the university do not have voting rights and cannot be an executive member.

Next there was discussion around if a student club wanted to bring in a controversial guest speaker onto campus. It was noted that this not just an issue limited to student clubs, but also to classrooms and is something universities around the country face. Christine commented that if they infringe on legal matters and internal policies at UCW and pose a violent or security risk they would be removed using security and health and safety on campus.

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The next was discussion around club fee's – Christine confirmed that these would not be collected by the university. It was noted an offline discussion would take place for clarity on fee's needing board approval.

Lastly there was discussion around if final decision on major events or major decisions made within the student club will need to be approved by the university. Christine responded that decisions would be internally governed rather than through a council or staff. This policy is to recognise clubs and provide them with resources – its not a policy to police what students can do within the club. If resources are misused, or council, advice or operational support is required, students can reach out.

There were comments made that controversial decisions that affect the reputation of the university as a whole should be institutional and not an operational matter and that a committee is needed that would have several stakeholders of the university in the event of any difficult situations.

**Motion: To approve New Policy: Recognition of Student Groups and Associations.**

**Moved: A. Mitescu      Seconded: P. Farley**

**Motion carried unanimously.**

**Motion to adjust agenda and move item 5i) Existing Course Revision: MRKT 621 - Marketing Management to 5b)**

**Moved: G. Farhadian      Seconded: S. Chu**

**Motion carried unanimously.**

### **b) Existing Course Revision: MRKT 621 - Marketing Management**

**G. Farhadian**

Gelareh presented this existing course revision on a share screen.

She noted in the Marketing strategy and Entrepreneurship department all courses are revisited to ensure the courses are current and how they can be aligned with the five elective marketing courses. Course learning outcomes were edited but still remain as 4, and the number of topics reduced as there were too many for the 11-week duration. Weekly topics were reordered to be more relevant with the course learning outcomes.

It was brought to the council's attention for transparency purposes and to make everyone aware an extra fee of \$150 is included in this course for access to DMI. It was also noted that this fee had been in place for over a year.

It was noted again that the board must approve all fees. Fee's can be recommended but that it has to be part of the total fee package that students understand are published. There was clarification that this went through all the processes in place a year prior when it was approved in being signed off by the VPA at the time. There was also mention of a similar mandatory fee with regard to the McGraw Hill connect. Sheldon noted that a policy is being created which will be brought to academic council for comments with regard to this topic to ensure everyone is aligned for the board to be responsible for all fees.

**Motion: To approve Existing Course Revision: MRKT 621 - Marketing Management subject to the comment regarding fee's**

**Moved: G. Farhadian    Seconded: D. Keighron**

**Motion carried unanimously.**

**c) St. George International College, Ontario - ESL pathway**

**H. Ahluwalia**

Harpreet presented the above agreement, all details of which are laid out in the document distributed. The conditions laid out in each agreement facilitate the admission of qualified students from St. George International College to UCW.

**Motion: To approve the agreement with St. George International College, Ontario - ESL pathway**

**Moved: H. Ahluwalia    Seconded: G. Issa**

**Motion carried unanimously.**

**d) Inlingua Victoria, BC- ESL pathway**

**H. Ahluwalia**

Harpreet presented the above agreement, all details of which are laid out in the document distributed. The conditions laid out in each agreement facilitate the admission of qualified students from Inlingua Victoria to UCW.

**Motion: To approve the agreement with Inlingua Victoria, BC- ESL pathway**

**Moved: H. Ahluwalia    Seconded: G. Issa**

**Motion carried unanimously.**

**e) Alison College, Alberta- pathways into BCom and BABC**

**H. Ahluwalia**

Harpreet presented the above agreement, all details of which are laid out in the document distributed. The conditions laid out in each agreement facilitate the admission of qualified students from Alison College to UCW.

**Motion: To approve the agreement with Alison College, Alberta- pathways into BCom and BABC**

**Moved: H. Ahluwalia    Seconded: G. Issa**

**Motion carried unanimously.**

**f) Guangdong University of Finance, China - pathways into BCom and BABC**

**H. Ahluwalia**

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Harpreet presented the above agreement, all details of which are laid out in the document distributed. The conditions laid out in each agreement facilitate the admission of qualified students from Guangdong University of Finance to UCW.

**Motion: To approve the agreement with Guangdong University of Finance, China - pathways into BCom and BABC**

**Moved: H. Ahluwalia    Seconded: G. Issa**

**Motion carried unanimously.**

**g) Institute of Management Technology, India - pathways into MBAF and MBA** **H. Ahluwalia**

Harpreet presented the above agreement, all details of which are laid out in the document distributed. The conditions laid out in each agreement facilitate the admission of qualified students from the Institute of Management Technology to UCW.

**Motion: To approve the agreement with Institute of Management Technology, India - pathways into MBAF and MBA**

**Moved: H. Ahluwalia    Seconded: G. Issa**

**Motion carried unanimously.**

**h) ACCA embedded MBA**

**L. Earnhart**

Larry presented the agreement on share screen with GUS Canada for UCW to provide a ACCA embedded MBA program. Scenarios were presented where students had cleared some courses or none and what the requirements would be detailing what pathway students would need to take. These were also mapped with existing courses.

It was clarified that the accreditation requires the student to pass the modules that are given by the profession. If students come onto the course and they have passed one or more modules, then they automatically get credit for these courses.

The other part of this item is the syllabi for the 4 courses, which was shared via share screen. This has already been approved by UCC.

**Motion: To approve the ACCA embedded MBA, and corresponding syllabi**

**Moved: L. Earnhart    Seconded: H. Ahluwalia**

**Motion carried unanimously.**

**i) Academic Dates for Summer and Fall 2022**

**S. Chu**

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Stephanie presented the academic dates for Summer and Fall 2022. It was decided not to shorten any term in terms of the teaching and learning, we're going to shorten this summer's exam period and then start the fall term where it used to be about two years ago. Every term used to always have the same length but due to Covid, student orientation etc. the fall term was compressed for the past 2 years. Stephanie confirmed she is coordinating with all other units in implementing these changes from an operational side.

**Motion: To approve Academic Dates for Summer and Fall 2022**

**Moved: S. Chu Seconded: P. Farley**

**Motion carried unanimously.**

### **j) List of Graduands**

**B. Sohal**

Adrian presented on behalf of Bankim the 1 graduand to approve from the AA programme.

**Motion: To approve the graduand as presented**

**Moved: C. Savoie Seconded: S. Trevino**

**Motion carried unanimously.**

### **7. Other Business**

No further business.

### **8. Adjournment**

**S. Levy**

**Motion: To adjourn meeting.**

**Motion carried unanimously**

*Meeting Adjourned at 2:34 pm.*