

Present: (Quorum: 9 people)		Ex Officio / Voting
Marti Alger Emma Baggott Sabrina Del Monte Charvi Gulati	Stan Kazymierchuk (Chair) Lori McElroy Allison Richardson Chris Traynor Laura Vail	Patrick Donahoe
		Ex Officio / Non-Voting
		David Burns Steve Cardwell
Regrets:	Senate Office	Guests:
Donna Cato Jane Fee David Florkowski Sunita Wiebe Alan Davis Stephen Yezerinac	Rita Zamluk, Administrative Assistant	Faith Auton-Cuff Dawn Bains

1. Call to Order

The Chair called the meeting to order at 3:01 p.m.

2. Confirmation of Agenda

Chris Traynor moved the agenda be confirmed as circulated.

The motion carried.

3. Approval of Minutes, February 28, 2018

Jack Hayes moved the minutes be approved as circulated.

The motion carried.

4. Pending Business

No pending business.

5. Notice of Election of Committee Chair

David Burns, Vice-Chair of Senate, announced that an election for the Committee Chair will be held next month, for a two-year period September 1, 2018 – August 31, 2020.

6. Fine Arts One-Year Follow-Up Report

The committee suggested using the word “advocate” rather than lobby.

Charvi Gulati moved the Fine Arts One-Year Follow-Up Report be accepted as presented.

The motion carried.

7. English Language Studies External Review Report

Chris Traynor moved the English Language Studies External Review Report be accepted as presented.

The motion carried.

Chris Traynor moved that the committee recommend that EDUC 1150 be noted as a collaborative opportunity when the program is doing the Quality Assurance Plan

The motion carried.

8. Bachelor of Science in Nursing (Advanced Entry), Canadian Association of Schools of Nursing External Review

The committee received the report as information.

9. Chair's Report

Stan Kazymierchuk opened the discussion to discuss the change in meeting time from 3:00 p.m. – 5:00 p.m. to 2:00 p.m. – 4:00 p.m. The committee discussed the advantage and disadvantages of changing times and decided to keep the current schedule and hold the meetings from 3:00 p.m. to 5:00 p.m.

The Chair reported that the faculty member, School of Business had been absent from the committee meetings more than 3 times.

The membership composition states the following:

The chair will inform the committee if a member's absences exceed three meetings within the academic year. The committee will discuss the situation and the position may be declared vacant by the chair in consultation with the committee.

Lori McElroy moved to vacate the seat for faculty member, School of Business due to absence.

The motion carried.

10. Manager's Report for IAP

Dawn Bains reported on upcoming activities for program reviews.

11. Items for Discussion

No items for discussion.

12. Adjournment

The meeting adjourned at 3:30 p.m.