



## MEETING OF THE PLANNING COUNCIL FOR OPEN LEARNING

Tuesday, November 9, 2022

1:30 PM – 3:30 PM

**MS Teams**

### MINUTES

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#### **Present:**

Gillian Balfour (Chair), Greg Anderson, Brian Chapell, Randall Kimmel, Brian Lamb, Michelle Lamberson, Julie Longo, John Patterson, Don Poirier, Gordon Rudolph, Maureen Wideman, Sumanth Yarlagadda

#### **Regrets:**

Yasmin Dean, John Sparks

#### **Executive and Others Present:**

Charlene Myers (Manager, University Governance), Lynda Worth (University Governance Coordinator)

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### **1. CALL TO ORDER**

The chair, Gillian Balfour, called the meeting to order at 1:31 p.m.

a. Introduction of Gillian Balfour, Chair, Planning Council for Open Learning

D. Poirier introduced G. Balfour, who was attending her first meeting of the Planning Council for Open Learning (PCOL). G. Balfour also said a few words about herself, including her commitment to open learning.

b. Territorial Acknowledgment

G. Balfour delivered the territorial acknowledgment.

c. Acknowledgment of reappointment of Maureen Wideman — December 2022 to December 2025 (“Members of universities under the University Act and the Royal Roads University Act”)

G. Balfour acknowledged M. Wideman's reappointment.

G. Balfour also introduced two new Council members, Julie Longo (Member of institutions under the College and Institute Act) and Sumanth Yarlagadda (Open Learning Division Student).

## 2. **ADOPTION OF AGENDA**

*On motion duly made and adopted, it was **RESOLVED** that the agenda for the PCOL meeting of November 9, 2022 be adopted as circulated.*

## 3. **APPROVAL OF MINUTES**

a. Minutes of April 27, 2022

*On motion duly made and adopted, it was **RESOLVED** that the minutes of the PCOL meeting of April 27, 2022 be approved as circulated.*

## 4. **REPORTS OF OFFICERS**

a. Provost and Vice-President Academic and Research

G. Balfour delivered an oral report, highlighting key planning initiatives and priorities.

b. Associate Vice-President, Open Learning

i. Report to the Planning Council for Open Learning

D. Poirier spoke to his written report, which was circulated with the agenda package for information, including the following matters:

1. Curriculum Development Summary and Q1 Report
2. AEST Digital Learning Strategy - Consultation Draft

Discussion ensued.

## 5. **OPEN LEARNING PROGRAMS/COURSES**

a. Program Market Analysis Committee (PMAC)

D. Poirier presented the PMAC report.

i. TMGT 4021 – Graduating Seminar: Course prerequisites

D. Booth, Dean, Faculty of Adventure, Culinary Arts and Tourism, attended to speak to the proposed prerequisite for TMGT 4021 and responded to questions.

*On motion duly made and adopted, it was **RESOLVED** that the prerequisites for the course TMGT 4021 be approved as circulated.*

b. Reports to PCOL from the Academic Planning and Priorities Committee

G. Balfour, chair of the Academic Planning and Priorities Committee, delivered the committee's reports.

i. June 2022

1. Graduate Program Modifications, Master of Business Administration

Mohammad Mahbobi (Bob Gaglardi School of Business and Economics) attended the meeting to introduce the modifications to the MBA, for information.

ii. September 2022

1. Open Learning Baccalaureate Degree Breadth Requirements

G. Balfour reported on the revisions to the breadth requirements for the OL Baccalaureate Degree, for information.

iii. October 2022

1. Revision of program entrance requirements, Category III, Anesthesia Assistant Diploma OL

G. Balfour presented the proposed revisions to the program entrance requirements for the Anesthesia Assistant Diploma OL for consideration. G. Anderson, Dean, Faculty of Science, also commented.

*On motion duly made and adopted, it was **RESOLVED** that the revised program entrance requirements for the Anesthesia Assistant Diploma OL be approved as circulated.*

## 6. NEXT MEETING DATE

a. The next PCOL meeting is scheduled to be held on April 12, 2023, by MS Teams.

G. Balfour added that, with planning currently underway, perhaps some additional meetings might be considered for purposes of discussing the Integrated Strategic Plan.

## **7. TERMINATION OF MEETING**

As there were no further agenda items, the meeting terminated at 2:41 p.m.