



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

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General Faculties Council  
Academic Planning Committee  
Approved Open Session Minutes

Wednesday, May 13, 2015  
2-31 South Academic Building (SAB)  
2:00 PM - 4:00 PM

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### **ATTENDEES:**

#### Voting Members:

Olive Yonge	Chair, Interim Provost and Vice-President (Academic)
Lorne Babiuk	Member, Vice-President (Research)
Phyllis Clark	Member, Vice-President (Finance and Administration)
Nadir Erbilgin	Member, Academic (A1.0) Staff-at-large
Lise Gotell	Member, Academic Staff, Member of GFC
Navneet Khinda	Member, President of the Students' Union, President, Students' Union
Loren Kline	Member, Academic (A1.0) Staff-at-large
John Law	Member, Academic Staff, Member of GFC
Pierre-Yves Mocuquais	Member, Dean Representative
Colin More	Member, President of the Graduate Students' Association, President, Graduate Students' Association
Larry Prochner	Member, Department Chair-at-large
Jeremy Richards	Member, Academic Staff, Member of GFC
Wendy Rodgers	Member, Academic Staff, Member of GFC
Brayden Whitlock	Member, Graduate Student-at-Large

#### Non-Voting Members:

Lisa Collins	Member, Vice-Provost and University Registrar
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#### Presenter(s):

Bill Connor	Acting Dean, Faculty of Extension
Martin Guardado	Academic Director, English Language Program, Faculty of Extension
Mimi Hui	Executive Director, English Language Program, Faculty of Extension
Phyllis Clark	Vice-President (Finance and Administration)
Mary Persson	Associate Vice-President (Audit and Analysis)
Olive Yonge	Interim Provost and Vice-President (Academic) and Chair, GFC APC
Pierre-Yves Mocuquais	Dean, Faculté Saint-Jean
Arturo Sanchez-Azofeifa	Associate Dean, Faculty of Science
Mazi Shirvani	Vice-Provost and Dean, Faculty of Graduate Studies and Research
Nat Kav	Associate Dean, Faculty of Agricultural, Life and Environmental Sciences
Deborah Williams	Director, Strategic Analysis

#### Staff:

Meg Brolley, Coordinator, GFC Academic Planning Committee  
Marion Haggarty-France, University Secretary  
Andrea Patrick, Scribe

## **OPENING SESSION**

### 1. Approval of the Agenda

Materials before members are contained in the official meeting file.

*Presenter:* Olive Yonge, Interim Provost and Vice-President (Academic) and Chair, GFC APC

Motion: Rodgers/Khinda

THAT the GFC Academic Planning Committee approve the Agenda.

**CARRIED**

### 2. Approval of the Open and *In Camera* Session Minutes of April 22, 2015

Materials before members are contained in the official meeting file.

*Presenter:* Olive Yonge, Interim Provost and Vice-President (Academic) and Chair, GFC APC

Motion I: Richards/Clark

THAT the GFC Academic Planning Committee approve the Open Session Minutes of April 22, 2015.

**CARRIED**

Motion II: Mocquais/Richards

THAT the GFC Academic Planning Committee approve the *In Camera* Session Minutes of April 22, 2015.

**CARRIED**

### 3. Comments from the Chair

The Chair commented on a number of relevant issues to members and welcomed new student members to the Committee.

## **ACTION ITEMS**

### 4. Proposal from Faculty of Extension to change name of English Language Program to English Language School

Materials before members are contained in the official meeting file.

*Presenter:* Bill Connor, Acting Dean, Faculty of Extension; Martin Guardado, Academic Director, English Language Program, Faculty of Extension; Mimi Hui, Executive Director, English Language Program, Faculty of Extension

*Purpose of the Proposal:* To change the name of the English Language Program to the English Language School.

*Discussion:*

Dr Connor reported that this program has been around for at least 40 years, and that it is a cornerstone program offered by the Faculty of Extension and brings in about 40% of the budget, generating approximately \$14 million of revenue for the Faculty. He reported that the proposed name would be more in line with similar units in other universities and would also provide more clarity as to the role and activities of the unit.

He explained that in terms of selecting an official name, 'school' seemed to be the most fitting and that this program was approved unanimously at the Faculty of Extension Council. He added that it is expected that this name change will assist marketing efforts. He clarified that this proposal does not contain changes to the program itself.

Ms Hui added that international students refer to the program as a 'school', and that the current name undermines the strength and competitiveness that the program brings to the market.

Dr Guardado explained that the proposed name accurately captures the activities of the program, including research and other scholarly activities.

The Chair noted that the University of Alberta utilizes the term 'school' for a wide variety of other existing academic entities.

During the discussion in regards to this proposal, members expressed a number of comments and questions, including but not limited to: that the School of Business is not a 'school'; where other language programs are located in the Faculty of Extension; whether the program falls under the purview of GFC; whether these courses are taught by faculty members; whether non-credit courses come to GFC APC; clarification regarding the expected advantages of this proposed name change; commentary regarding where this program falls within Google searches by prospective students and that the proposed name change might help with internet searches; clarification about the intent of this proposal, whether it is for marketing or academic reasons; that there is ambiguity around the use of the term 'school' and that there is not a clear governance process related to its use; that previous proposals for the usage of the term 'school' involved for-credit courses as part of an academic program; that other Units could also similarly use this name; that at other universities, there is a definition of 'school', and that the University of Alberta may want to create an official definition; that there are now 'virtual schools' at this institution; that this proposal does not adequately address existing confusion students may have surrounding the meaning of the terminology; a suggestion for further examination of the use of the term school; clarification surrounding where the increased registration is reflected within this program; that it is strange that this proposal only comes through one GFC Standing Committee.

The Chair noted that this Committee will review the usage of this term and the associated governance processes sometime in the future.

Motion: Law/Babiuk

THAT the GFC Academic Planning Committee approve, under delegated authority from General Faculties Council, the proposed name change of the English Language Program in the Faculty of Extension to the English Language School, to take effect upon final approval.

**CARRIED**

5. Proposal for a Co-Tutelle (Dual) Doctoral Degree Graduate Program, Universiti Putra Malaysia (UPM) and University of Alberta Faculty of Graduate Studies and Research and Faculty of Science

Motion I: Babiuk/Law

THAT the GFC Academic Planning Committee Take From the Table the Proposal for a Co-Tutelle (Dual) Doctoral Degree Graduate Program, Universiti Putra Malaysia (UPM) and University of Alberta Faculty of Graduate Studies and Research and Faculty of Science.

**CARRIED**

Materials before members are contained in the official meeting file.

*Presenter(s):* Mazi Shirvani, Vice-Provost and Dean, Faculty of Graduate Studies and Research; Nat Kav, Associate Dean, Faculty of Agricultural, Life and Environmental Sciences; Arturo Sanchez-Azofeifa, Associate Dean, Faculty of Science

*Purpose of the Proposal:* For the University of Alberta's Faculty of Science to offer a Co-Tutelle (Dual) Doctoral Degree Graduate Program through an agreement with Universiti Putra Malaysia (UPM).

*Discussion:*

Dr Shirvani provided members with a brief summary of this proposal, noting his apologies for not being available to present this proposal at the February 28, 2015 meeting of the GFC Academic Planning Committee (APC), as planned. He reported that this is an agreement under which students can earn two degrees through the University of Alberta and the Universiti Putra Malaysia (UPM). He provided members with clarification in regards to registration in the program.

Dr Sanchez-Azofeifa explained that this proposal was first imagined five years ago. He stated that the UPM has an excellent reputation and that it is a relatively large institution, adding that it appears on prominent university rankings and has publishing levels similar to the University of Alberta. He reported that there are currently 85 undergraduate students from Malaysia at the University of Alberta, primarily in the Faculty of Science and that there are nine graduate students. He noted that it is difficult to anticipate how many students will enroll but that even if it starts small, it may gain momentum. He stated that this will be of benefit to the University of Alberta.

Members, during the discussion surrounding this proposal, provided a number of comments and questions, including, but not limited to: whether this proposal applies to existing collaborations and clarification regarding how similar, future proposals will be considered; clarification regarding other dual degree programs at the University of Alberta; clarification surrounding how success will be measured; concerns with inconsistencies in the language of the agreement in terms of coursework and that this can be simply remedied in the documentation; that the language in the agreement could be much clearer; clarification about tuition fees for students going to UPM; clarification surrounding fees borne by supervisors.

The Chair recommended that the proposal should be amended, as suggested by members, to provide clear language within the agreement.

Motion II: Erbilgin/Richards

THAT the GFC Academic Planning Committee approve, under delegated authority from General Faculties Council, the proposal for a Co-Tutelle (Dual) Doctoral Degree Graduate Program between the Faculty of Graduate Studies and Research and the Faculty of Science, University of Alberta, and Universiti Putra Malaysia (UPM), as set forth in Attachment 1, to take effect upon final approval.

**CARRIED**

6. Proposal for a Joint Shared Credential Master's and Doctoral Degree Graduate Program, Universidade Estadual de Campinas (Unicamp) and University of Alberta Faculty of Graduate Studies and Research and Faculty of Science

Materials before members are contained in the official meeting file.

*Presenter(s):* Mazi Shirvani, Vice-Provost and Dean, Faculty of Graduate Studies and Research; Nat Kav, Associate Dean, Faculty of Agricultural, Life and Environmental Sciences

*Purpose of the Proposal:* For the University of Alberta's Faculty of Science to offer a Joint Master's and Doctoral Degree Graduate Program with Universidade Estadual de Campinas (Unicamp).

*Discussion:*

Dr Shirvani explained that this proposal represents a dual degree program between the University of Alberta and the Universidade Estadual de Campinas (Unicamp), which is positively reflected on ranking lists for universities under 50 years old. He added that the proposal is standard in terms of procedure, but that it is unique in that the name of both institutions would appear on parchments.

During the discussion surrounding this proposal, members expressed a number of comments and questions, including, but not limited to: clarification regarding the governance process in relation to this proposal as well as the parchment request; several suggestions for editorial changes to the language of the agreement; clarification regarding Unicamp's grade distribution; clarification regarding the foreign language proficiency details within the agreement; clarification regarding standard admission requirements as contained within the agreement; concern with the suggestion of listing both institutional admission requirements in the agreement.

Motion: Law/Erbilgin

THAT the GFC Academic Planning Committee approve, under delegated authority from General Faculties Council, the proposal for a Joint Master's and Doctoral Degree Graduate Program between the Faculty of Graduate Studies and Research and the Faculty of Science, University of Alberta, and Universidade Estadual de Campinas (Unicamp), Sao Paulo, Brazil, as set forth in Attachment 1, to take effect upon final approval.

**CARRIED**

**DISCUSSION ITEMS**

7. Draft University of Alberta 2014-2015 Annual Report to Government of Alberta

Materials before members are contained in the official meeting file.

*Presenter(s):* Phyllis Clark, Vice-President (Finance and Administration); Mary Persson, Associate Vice-President (Audit and Analysis); Deborah Williams, Director, Strategic Analysis

*Purpose of the Proposal:* Reports on goals, objectives and targets set out in the University of Alberta 2014 Comprehensive Institution Plan (CIP) by highlighting University accomplishments during the period of April 1, 2014 to March 31, 2015.

*Discussion:*

Ms Clark reported that this item represents a step to fine-tune the Annual Report, which is required by the Ministry of Innovation and Advanced Education (IAE) on an annual basis.

Ms Persson noted that the financial statements will be added to this document once they are available.

During the discussion in relation to this report, members provided a number of comments and questions, including, but not limited to: clarification surrounding ways to keep administrative costs down; that the report seems to lack information about the Faculty of Arts; a suggestion to include information in the report in relation to College of New Scholars, Artists and Scientists; a suggestion to include a spouse's full name; clarification regarding why certain tuition rates are included within this report, and not others; that the current iteration of the report seems more targeted towards the previous Provincial Government; that there could be more definition surrounding support staff, other academic staff, and administration; that this report emphasizes jobs as an institutional goal, and that it might be useful to include the larger mission of the University in providing members of society with an education; that a lot of the figures are small in size, and therefore difficult to read; clarification surrounding the deadline of the document; a suggestion for a minor amendment to the report surrounding Dr Turpin's term; various suggestions for editorial amendments; clarification regarding the exact types of disclosures referred to in the report; clarification about the value of this report and whether it contains the correct information; a suggestion to include a specific bullet point to include the impact of teaching and learning.

#### 8. Update on Governance Model for Centre collegial de l'Alberta, Faculte Saint-Jean

Materials before members are contained in the official meeting file.

*Presenter:* Pierre-Yves Mocquais, Dean, Faculté Saint-Jean

*Purpose of the Proposal:* To inform GFC APC on the delegation of authority for CCA programs from the Faculty of Council of the Faculté Saint-Jean to the Executive College Committee

*Discussion:*

Dr Mocquais provided members with an update in regards to a recent governance reorganization in Faculté Saint-Jean in relation to programming offered by the Centre collegial de l'Alberta. He reported that a new governance body, the Executive College Committee, has been created to review and approve College programming, acting under delegated authority of Faculty Council, which retains its standing as the senior governing body. He reported that Faculty Council was very supportive of this reorganization, and that the newly established Executive College Committee is comprised of community members as well as staff from the College.

Ms Peters noted that this governance model was organized following consultation with the Office of the Provost and Vice-President (Academic) and University Governance, noting that the college level planning and industry partnerships were the two unique elements which forced the governance change.

Members, during the discussion in relation to this item, expressed a number of comments and questions, including, but not limited to: clarification surrounding the exact impact of this governance change; clarification regarding the evolution of the Executive College Committee; clarification regarding how the student representative will be chosen; concern with an individual being specifically named as a special advisor on the Committee, and a suggestion to amend the language to make it less specific; clarification regarding the composition of the Committee, and concerns that the membership reflects a large percentage of community members and less members of the teaching staff; that this body exercises powers of a Faculty Council, although this seems to be a non-academic body, which is unusual; concern with sub-delegation possibilities under this model; that this proposal has taken several years to develop.

9. Budget Update

There were no documents.

*Presenter:* Olive Yonge, Interim Provost and Vice-President (Academic) and Chair, GFC APC

*Purpose of the Proposal:* For discussion/information.

*Discussion:*

There was no discussion.

10. Question Period

There were no questions.

**INFORMATION REPORTS**

11. Items Approved by the GFC Academic Planning Committee by E-Mail Ballots

There were no items.

12. Information Items Forwarded to Committee Members Between Meetings

There were no items.

**CLOSING SESSION**

13. Adjournment

The Chair adjourned the meeting at 4:05 p.m.