



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Academic Planning Committee
Approved Open Session Minutes

Wednesday, September 09, 2015
2-31 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Voting Members:

Steven Dew	Chair, Provost and Vice-President (Academic)
Susan Hamilton (Delegate)	Member, Vice-President (Research)
Scott Campbell	Member, Undergraduate Student at-Large
Philip Stack (Delegate)	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
Colin More	Member, President of the Graduate Students' Association, President, Graduate Students' Association
Steve Patten	Member, Academic Staff, Member of GFC
Jeremy Richards	Member, Academic Staff, Member of GFC
Pamela Sewers	Member, NASA Member-at-large
Brayden Whitlock	Member, Graduate Student-at-Large

Non-Voting Members:

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

Susan Babcock	Acting Executive Director, Research Ethics Office
Steven Dew	Provost and Vice-President (Academic) and Chair, GFC APC
Marion Haggarty-France	University Secretary
Rebecca Nagel	Associate Dean, Faculty of Arts
Lynn Penrod	Executive Director, Research Ethics Office
Philip Stack	Associate Vice-President, Risk Management Services
Robert Summers	Faculty Service Officer, Department of Earth & Atmospheric Sciences

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: Steven Dew, Provost and Vice-President (Academic) and Chair, GFC APC

Motion: Kline/Erbilgin

THAT the GFC Academic Planning Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of June 24, 2015 and August 31, 2015

Materials before members are contained in the official meeting file.

Presenter: Steven Dew, Provost and Vice-President (Academic) and Chair, GFC APC

Motion: Kline/Erbilgin

THAT the GFC Academic Planning Committee approve the Minutes of June 24, 2015 and August 31, 2015.

CARRIED

3. Comments from the Chair

The Chair thanked committee members for attending the urgent meeting held on August 31, 2015. He welcomed members to the new term and noted that he expected great things from this Committee and the university community as a whole.

The Chair reported that the rescission of the Faculty of Law student fund fee had been approved by the Board; the Registrar confirmed that the fee had been removed from the student fee assessments. The Chair reported that, as of September 1, Dick Wilson is the Acting Chair of the Board of Governors; Government is currently reflecting on the appointment of a new chair which will come forward in due course. The University will welcome a new Vice-President (Advancement), Heather McCaw on September 15, and Colm Renehan, Interim Vice-President (Advancement) will be leaving the University at about the same time.

The Chair gave a summary of the Senior Administrators Retreat held in late August. He indicated that the retreat focused on framing some of the big questions around the new strategic and academic plan. He noted extensive consultation will occur during the development of the plan, including APC. The plan will ultimately go to GFC and the Board for approval.

4. Comments from the University Secretary for the New Academic Year

There were no documents.

Presenter: Marion Haggarty-France, University Secretary

Discussion:

Ms Haggarty-France thanked new and returning members of the Committee and welcomed all to the new academic year. She provided members with a brief summary of the Committee's role in dealing with academic, financial and planning issues and encouraged members to review the Terms of Reference. She

explained the history and rationale behind the many delegations of authority from General Faculties Council (GFC) to its Standing Committees, including GFC APC.

She noted that GFC APC is representative of the academy and meets regularly to address relevant issues in a timely manner. She reported that members will be drawn into the strategic planning of the new academic plan for the University of Alberta, adding that this Committee in particular plays a crucial role in academic governance.

She invited members to review the online Orientation Manual and to consider attending one of the Governance 101 sessions being held throughout the year. She noted that feedback from members is welcome and thanked members for their time and dedication.

The Chair added that this Committee is very important for the University as a whole and thanked Ms Haggarty-France for her presentation.

ACTION ITEMS

5. Proposal for new programs in BA Honors Human Geography and BA Combined Honors Human Geography

Materials before members are contained in the official meeting file.

Presenter(s): Rebecca Nagel, Associate Dean, Faculty of Arts; Robert Summers, Faculty Service Officer, Department of Earth & Atmospheric Sciences

Purpose of the Proposal: To provide students in Human Geography the option to complete a more demanding Honors program. Currently, students may take a major or minor in Human Geography.

Discussion:

Dr Summers and Dr Nagel provided a brief summary of the proposal. Dr Summers reported that the proposal would re-establish the Honors program that had been discontinued in 1996. He noted that student interest in this area has increased. He reported that the revival of the Honors program will allow students the option to complete a more demanding Honors program.

Members provided a number of comments and questions including why this program could be re-established at this time, to which Dr Summers responded that faculty revitalization meant that appropriate faculty were now in place to offer the program. He further confirmed the implementation date as September 2016. On what additional benefits the program would provide to students, he responded that, in the major program, students were limited to the number of discipline specific credits they could take, this number would be higher for the honors programs. To clarify the role of Arts and Science, Dr Summers indicated that the department is split between the two faculties, and that this program would be offered through the Faculty of Arts. He confirmed that discussions with the Registrar's Office would occur before admissions to the program would commence. Finally, on the number of students, he noted that 8 to 10 students would be expected in the program.

Motion: Patten/Richards

THAT the GFC Academic Planning Committee approve, under delegated authority from General Faculties Council, the proposed Bachelor of Arts (BA) in Honors Human Geography and Combined Honors Human Geography degree programs, as submitted by the Faculty of Arts and as set forth in Attachment 1, to take effect September 2016.
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CARRIED

DISCUSSION ITEMS

6. Animal Ethics Policy Suite Revisions (in UAPPOL)

Materials before members are contained in the official meeting file.

Presenter: Lynn Penrod, Executive Director, Research Ethics Office; Susan Babcock, Acting Executive Director, Research Ethics Office

Purpose of the Proposal: To obtain feedback on the proposed revisions to the Animal Ethics Policy Suite, including incorporation of animal user training requirements.

Discussion:

Dr Penrod and Ms Babcock provided members with a summary of the proposal.

Dr Penrod explained to members that the proposal represents years of hard work and consultation across the academy. She pointed out that APC's review of this document is the last consultative body to review the document before it is submitted to General Faculties Council and the Board of Governors for approval.

She provided members with a brief summary of the proposal, adding that the proposal aims to consolidate the Animal User Training Policy with the Animal Ethics Policy, and additionally, to ensure alignment with the guidelines of the Canadian Council on Animal Care (CCAC) as well as changes in structure and administrative practices at the university.

Mr Stack stated that this proposal is important from a risk management perspective, due to compliance issues.

During the discussion in relation to this item, members expressed a number of comments and questions. In response to a question on consultation, it was noted that external bodies as CCAC have seen and given input into draft documents. Committee members noted that animal research is extremely sensitive, and that one central policy containing all relevant and updated elements is crucial to maintain standardization and quality of care for these animals across the university. Dr Penrod and Ms Babcock confirmed that other post-secondary institutional guidelines were referenced during this draft and that AASUA was consulted during the process of developing these revisions and that this would be added to the Outline the Issue. They additionally indicated that the communication plan had been developed and was included in the attachments. It was noted that the University is committed to a high level of care for research animals and there was a strong system of regulation with regard to this. It was further mentioned that there is a unique University of Alberta award for animal researchers.

Presenters asked members whether the draft document was easy to read from the perspective of those not involved in animal-related research, and members affirmed this.

The Chair thanked presenters for their presentation and reminded members of the governance approval route.

7. Update on the University of Alberta Budget

There were no documents.

Presenter(s): Steven Dew, Provost and Vice-President (Academic) and Chair, GFC APC; Philip Stack, Associate Vice-President, Risk Management Services

Purpose of the Proposal: For information and discussion.

Discussion:

The Chair reported that during the summer, the provincial Government provided additional clarity surrounding the funding elements of Bill 3, adding that there was specific information and direction provided regarding tuition and fees. He explained that the internal processes for incorporating the funding are still being determined. He stated that there are other details still awaiting clarification, including "lights on" funding for the institution.

He stated that there will be an update in regards to this at the GFC meeting of September 28, 2015. He also added that planning for the next fiscal year will begin, as usual.

The Chair reported that Government will embark upon a comprehensive funding model review of Campus Alberta, and that there will be consultation will likely begin in October or November.

He further noted that the university would be pushing for stability of post-secondary education funding during the government budget development process both through the institutional submission and as part of the CARI submission.

Mr Stack noted that the provincial Government continues to monitor the market closely, in alignment with their projected budget. He stated that members of administration continue to advocate for stable funding, but that the current price of oil makes things unpredictable.

Members, during the lengthy discussion in regards to this item, provided a number of comments and questions, including, but not limited to: concerns around whether the increased funding from Bill 3 would come to department budgets and clarification regarding how the provisions within Bill 3 will impact the financial situation of the institution; whether the communication towards the Provincial Government will include a focus on the importance of sustainable funding; that morale has been impacted negatively by the financial situation; whether the community will receive a timely update in regards to identified strategic priorities; whether there are any initiatives planned for this fiscal year; that certain Faculties are still waiting to know what their budgets are; that additional clarity is needed in regards to market modifiers; clarification regarding the roll-out of domestic and international market modifiers to each Faculty; clarification regarding the transfer of funding between the Provincial Government, Administration, and the individual Faculties; clarification in regards to the university's approach to remaining constructive in light of the new financial realities; whether a report exists regarding Faculty-led revenue generation across the campuses of the university; a suggestion for an update to the community in terms of successful revenue generating ideas across the institution.

The Chair noted that consideration is being given towards how to make a one-time strategic investment in relevant initiatives. Mr Stack clarified that Faculties are being asked to assume across-the-board and merit increases and that planning should begin surrounding tuition and mandatory non-instructional fees (MNIF) for 2016-17, as per the usual annual timelines. He reported on the impact of the exchange rate in US dollars in terms of international enrolment and financial expenditures.

The Chair affirmed that they will continue to push for sustainable and predictable funding in discussions with the Provincial Government, but that the leadership is quite new and will need time to adequately address these issues.

Mr Stack noted that the most recent version of the Comprehensive Institutional Plan (CIP) should be referenced in terms of financial planning for each Faculty, and the Chair added that letters regarding market modifiers will be distributed to Faculties in approximately one week.

Mr Stack cautioned members that the previous robust funding from the Provincial Government will most likely not continue, and that other sources of revenue must continue to be investigated.

The Chair thanked members for their commentary in regards to this issue.

8. Question Period

There were no questions.

INFORMATION REPORTS

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

There were no items.

10. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

11. Adjournment

The Chair adjourned the meeting at 3:15 p.m.