



# UNIVERSITY OF ALBERTA UNIVERSITY GOVERNANCE

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General Faculties Council  
Academic Planning Committee  
Approved Open Session Minutes

Wednesday, March 08, 2017  
2-31 South Academic Building (SAB)  
2:00 PM - 4:00 PM

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## **ATTENDEES:**

### Voting Members:

Steven Dew	Chair, Provost and Vice-President (Academic)
Lorne Babiuk	Member, Vice-President (Research)
Sarah Ficko	Member, President, Graduate Students' Association
Loren Kline	Member, Academic Staff-at-large
Gitta Kulczycki	Member, Vice-President (Finance and Administration)
Pierre-Yves Mocquais	Member, Dean Representative
Roger Moore	Member, Academic Staff, Member of GFC
Fahim Rahman	Member, President, Students' Union
Pamela Sewers	Member, NASA Member-at-large
Eleni Stroulia	Member, Academic Staff, Member of GFC

### Non-Voting Members:

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

Randy Goebel	Vice-Provost and Associate Vice-President (Research) and Chair, Centres and Institutes Committee
Wendy Rodgers	Deputy Provost

### 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.

Motion: Kline/Mocquais

THAT the GFC Academic Planning Committee approve the Agenda.
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**CARRIED**

### 2. Approval of the Open Session Minutes of February 15, 2017

Materials before members are contained in the official meeting file. The minutes were amended to reflect that a member had voted against the fee motions and had requested that this be recorded.

Motion: Moore/Stroulia

THAT the GFC Academic Planning Committee approve the Minutes of February 15, 2017, as amended.

**CARRIED**

3 Comments from the Chair

The Chair noted the upcoming provincial and federal budgets on March 16 and March 22 respectively and commented on the areas of focus for these budgets. He reported that the CIP and Instructional Fees proposals considered by the committee were proceeding to the Board committees in the coming weeks.

The Chair reported that the Graduate Students' Association (GSA) had recently completed their election for next year and that voting was currently underway in the Students' Union (SU) election.

**DISCUSSION ITEMS**

4. Centres and Institutes Committee (CIC), 2015-2016 Annual Report

Materials before members are contained in the official meeting file.

*Presenter(s):* Randy Goebel

*Purpose of the Proposal:* To provide the 2015-2016 Centres and Institutes Committee (CIC) Annual Report for discussion.

*Discussion:*

Dr Goebel highlighted key items from the Report, including the current number of centres and institutes, the imminent closure of 13 on the recommendation of the associated Dean, and discussions around a number of new ones. He also reported on other matters related to the administration of centres and institutes such as ensuring that staff categories are appropriate to attract and retain good people and how centres and institutes relate to signature areas.

The Chair noted that the reduction in the number of centres and institutes in recent years is indicative of a more rigorous way of implementing institutional policies and not of a decline in activities.

A member commented on the success of the model used within the Faculty of Arts to bring together the Directors and Dr Goebel acknowledged the coherence provided by this model and indicated that it was being used as an example to develop similar structures in other Faculties.

5. Update on Quality Assurance Process

Materials before members are contained in the official meeting file.

*Presenter(s):* Wendy Rodgers

*Purpose of the Proposal:* To discuss the new suite of Quality Assurance activities implemented for 2016-2017.

*Discussion:*

Deputy Provost Wendy Rodgers provided an update on the current process which will fulfill the CAQC (Campus Alberta Quality Council) requirement for a 5 to 7 year cycle of reviews. She noted that each Faculty had input on how they wished to schedule the reviews with some choosing to review all of their programs at once, while others chose to spread out the reviews, doing a number of programs each year. Dr Rodgers noted that the President's Visiting Committees (PVCs) were conducted at the Faculty level and provided a strategic and research focus and long term planning.

She reported that 10 to 14 reviews would be conducted across the University annually and that staff were now in place centrally to provide data and logistical support for these reviews.

During the discussion on this matter, members enquired about the scheduling and length of these various reviews, the associated costs, student involvement in the activities, and the level of expertise needed to review certain programs.

6. Update on the Budget

There were no documents.

*Presenter(s):* Gitta Kulczycki; Steven Dew

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

*Discussion:*

The Chair indicated that, after vigorous discussion on budget models, it was recently concluded that the Responsibility-Centered Management (RCM) model was not the best choice for the University due in part to limitations in revenue generation, and limited control of revenue related to tuition, enrolment, and the Government grant.

He reported that an in-house model was being developed which would be more transparent, responsive and grounded in activity. Vice-President (Finance and Administration) Gitta Kulczycki noted that a working group would steer the development process and indicated that an institutional consultation would take place on a more robust process for budgeting and allocating resources to face the fiscal challenges ahead. She further noted that this matter would come back to the committee for further input and updates.

Members, during the ensuing discussion, provided comments about the purview of the committee in the development of such a budget model; the University Secretary confirmed that the model used was an administrative matter.

7. Question Period

There were no questions.

**INFORMATION REPORTS**

8. Items Approved by GFC Academic Planning Committee by e-mail Ballots

There were no items.

9. Information Items Forwarded to Committee Members Between Meetings

There were no items.

**CLOSING SESSION**

10. Adjournment

The Chair adjourned the meeting at 3:00 p.m.

