



General Faculties Council  
Academic Planning Committee  
Approved Open Session Minutes

Wednesday, November 29, 2017  
Room 2-31 SAB  
2:00 PM - 4:00 PM

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**ATTENDEES:**

Steven Dew, Chair  
Roger Moore, Vice-Chair  
Jason Acker  
Shane Scott (Delegate)  
Darcy Bemister  
Shannon Erichsen  
Philip Stack (Delegate)  
Christopher Mackay  
Jerine Pegg

Babak Soltannia  
Sarah Stahlke  
Eleni Stroulia  
*Non-voting:*  
Lisa Collins

**REGRETS:**  
Benjamin Angus  
Katy Campbell

Florence Glanfield  
Walter Dixon

**STAFF:**  
Meg Brolley, Coordinator  
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: Stroulia/Moore

THAT the GFC Academic Planning Committee approve the Agenda.

**CARRIED**

2. Approval of the Open Session Minutes of November 8, 2017

Materials before members are contained in the official meeting file.

Motion: Acker/Moore

THAT the GFC Academic Planning Committee approve the Minutes of November 8, 2017.

**CARRIED**

3. Comments from the Chair

The Chair reported on: the recent Campus Forum on Financial Sustainability, the discussion of the Nursing undergraduate curriculum renewal at the November 27, 2017 GFC meeting of GFC, and the Board/GFC/Senate Summit scheduled for January 26, 2018.

He noted that APC would be continuing its discussion on revisions to terms of reference and that the agenda item on quality assurance could help inform that process.

## **DISCUSSION ITEMS**

### 4. Quality Assurance Reports: Faculty of Extension; Faculty of Rehabilitation Medicine; Faculty of Law; Faculty of Agricultural, Life and Environmental Sciences (ALES); School of Public Health

Materials before members are contained in the official meeting file.

*Presenter(s):* Wendy Rodgers, Deputy Provost

*Purpose of the Proposal:* To discuss the reports of the five faculties who conducted QA reviews of their undergraduate and graduate programs as well as President's Visiting Committees in 2017: Extension, Rehabilitation Medicine, Law, ALES and the School of Public Health.

*Discussion:*

The Chair provided an overview of the quality assurance (QA) process at the university adding that it is mandated by government and subject to audit by the Campus Alberta Quality Council (CAQC). He further noted that the President's Visiting Committees (PVC) is an internal university process which is Faculty-based, forward-looking, strategic and includes research.

Dr Rodgers reported that the QA process had been revised prior to this round of reviews to be more efficient and streamlined. She noted that the excerpted reports presented to APC had been reviewed and commented on by the Faculty prior to being finalized. Dr Rodgers indicated that the QA review committees included internal members of the university, external members from Canadian institutions, and external members from international institutions particularly for the PVC portions. She further noted that there were opportunities for participation on review committees and encouraged committee members to contact her if they were interested in serving in this capacity.

During the ensuing discussion, members expressed a number of questions in relation to the objectives of the QA reviews, recognition of system-wide issues, identification of common themes, whether there was any potential impact to tuition fees, monitoring of implementation of commitments by Faculties, how the QA process aligns with the accreditation process conducted by some programs/Faculties, and APC's role in identifying how academic programming at the university responds to the identified goals within the QA reports.

Dr Rodgers indicated that issues identified during the QA process are monitored through regular meetings between the Provost and the deans, and that the Provost works with each Faculty to determine how accreditation activities can inform the QA process so duplication and effort is minimized.

Members discussed findings within the reports of the Faculty of ALES, the Faculty of Law, the Faculty of Extension, and involvement of the Faculty of Graduate Studies and Research, the Office of Advancement, and Alumni Council.

Members engaged in discussion on Faculty-led activities in response to the Truth and Reconciliation Commission Calls to Action, as well as activities related to increasing equity, diversity and inclusivity.

The Chair noted that the university would be responding to changes in the Provincial labour legislation recognizing post-doctoral fellows as employees.

### 5. Update on the Budget

There were no documents.

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

*Purpose of the Proposal:* To discuss the University of Alberta budget.

*Discussion:*

The Chair reported that there was no news to date from government on the tuition and funding model reviews. He noted that he is currently meeting with all units around budget planning which will inform the budget for 2018-2019. He reported that the university is planning for an anticipated 0% increase to the Campus Alberta Grant considering the province's fiscal situation.

A member asked about the tuition amount advertised for 2018-2019; it was indicated that this information was not yet available due to the tuition regulation review currently underway by government.

6. Question Period

A member asked whether the QA schedule could be made publicly available.

The Chair noted that the unit review of University of Alberta International will be discussed at a subsequent meeting.

**INFORMATION REPORTS**

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

There were no items.

8. Information Items Forwarded to Committee Members Between Meetings

There were no items.

**CLOSING SESSION**

9. Adjournment

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