



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
GFC Academic Planning Committee
Approved Open Session Minutes

Wednesday, November 07, 2018
2-31 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Steven Dew, Chair
Robert Bilak
Katy Campbell
Walter Dixon (delegate)
Fahed Elian (delegate)
Shannon Erichsen
Gitta Kulczycki
Christopher Mackay

Roger Moore
Melissa Padfield
Jerine Pegg
Susan Sommerfeldt
Ding Xu

Regrets:

Jason Acker
Reed Larsen

Matthias Ruth
Sasha van der Klein

Staff:

Meg Brolley, GFC Secretary
Marion Haggarty-France,
University Secretary
Heather Richholt, Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Moore/Pegg

THAT the GFC Academic Planning Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of October 24, 2018

Materials before members are contained in the official meeting file.

Motion: Moore/Bilak

THAT the GFC Academic Planning Committee approve the Open Session Minutes of October 24, 2018.

CARRIED

3. Comments from the Chair (no documents)

The Chair spoke about the recently introduced Bill 19 which will set the environment around tuition and fees. He noted that this legislation would move the tuition framework from regulation to legislation, and also speaks to predictability for international student tuition, mandatory non-instructional fees, and executive graduate programs. The Chair noted that this legislation would affect the work of APC related to tuition and programs and that more information would be forthcoming once the bill received Royal Assent. The Chair indicated that tuition would be continue to be frozen for domestic students and that changes related to Bill 19 would come into effect for 2020/2021.

ACTION ITEMS

4. Proposed Revisions to the Animal Ethics Policy and Procedures

Materials before members are contained in the official meeting file.

Presenter(s): Walter Dixon, Associate Vice-President (Research); Susan Babcock, Acting Executive Director, Research Ethics Office

Purpose of the Proposal: To recommend revisions to the Animal Ethics Policy and Procedures

Discussion:

Dr Dixon reported that the proposed changes update the documents, align with Canadian Council on Animal Care's (CCAC) guidelines, and respond to recommendations from the CCAC site visit in May 2017. Dr Babcock added that in order to receive Canadian Institutes of Health Research (CIHR) and Natural Sciences and Engineering Research Council (NSERC) funding, CCAC certification is required.

During the discussion, members expressed several comments and questions, including but not limited to: non-compliance in animal research; following regulations and securing proper approvals; student representation on Animal Care and Use Committees; the definition of animals under the policy; collegiality of investigators who were meant to determine ethical compliance; and euthanasia to stop unnecessary suffering.

Motion: Moore/Xu

THAT the GFC Academic Planning Committee recommend to General Faculties Council the proposed revisions to the Animal Ethics Policy and Procedures.

CARRIED

5. Proposed Changes to the Doctor of Dental Surgery (DDS), Faculty of Medicine and Dentistry

Materials before members are contained in the official meeting file.

Presenter(s): Steven Patterson, Associate Chair Academic; Gisele Gaudet-Amigo, Curriculum Coordinator, School of Dentistry, Faculty of Medicine and Dentistry

Purpose of the Proposal: This proposal is before the committee to obtain approval for the structural changes to the DDS program curriculum.

Discussion:

Dr Patterson gave an overview of the new curriculum and the proposed program transition.

Members asked about improved Health Sciences courses, program electives, interprofessional opportunities and program flexibility. Dr Patterson was congratulated on the use of evidence based decision making in the development of the curriculum changes.

Motion: Elian/Moore

THAT the GFC Academic Planning Committee approve, with delegated authority from General Faculties Council, the proposed changes to the Doctor of Dental Surgery (DDS) program, as proposed by the Faculty of Medicine and Dentistry, as set forth in Attachments 1-2, as amended, to take effect in Fall 2019.

CARRIED

6. Proposal from the Faculty of Graduate Studies and Research for Program Changes to the MA and PhD programs in Economics.

Materials before members are contained in the official meeting file.

Presenter(s): Heather Eckert, Associate Chair, Department of Economics, Faculty of Arts; Janice Causgrove Dunn, Associate Dean, Faculty of Graduate Studies and Research

Purpose of the Proposal: To ensure that all program requirement for the MA and PhD programs in Economics are reflected in the University Calendar.

Discussion:

Dr Causgrove Dunn noted that this item was part of the FGSR's effort to ensure that all graduate program requirements were updated in the *University Calendar*.

Dr Eckert indicated that everything in this proposal was current practice in the Department.

Members asked about the requirement of a language other than English.

Motion: Moore/Bilak

THAT the GFC Academic Planning Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing MA and PhD degree programs in Economics, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Arts, and as set forth in Attachment 1, as amended, to take effect upon approval and to be published in the 2019-2020 Calendar.

CARRIED

7. Increase to Required English Language Proficiency (ELP) Scores for Undergraduate Admissions - Alignment Across Tests

Materials before members are contained in the official meeting file.

Presenter(s): Melissa Padfield, Interim Vice-Provost and University Registrar; Tammy Hopper, Vice-Provost (Programs)

Purpose of the Proposal: To make changes to the secondary ELP tests (less commonly used) to align with the 2017 approved proposal for IELTS and TOEFL scores. This alignment will better support undergraduate student success and increase the likelihood of improved academic outcomes. The proposed changes are supported by research undertaken by the Office of the Registrar.

Discussion:

Ms Padfield explained that the International English Language Testing System (IELTS) and Test of English as a Foreign Language (TOEFL) requirements for undergraduate admission had been increased in June 2017. She further explained that IELTS and TOEFL were the two most commonly used tests and that this proposal was to properly align the other, less commonly used tests, to the higher standard.

Members discussed required ELP scores, and ways to meet the ELP requirement.

Motion: Campbell/Moore

THAT the GFC Academic Planning Committee approve, with delegated authority from General Faculties Council and as recommended by the GFC Academic Standards Committee, changes to Undergraduate Admissions, Language Proficiency Requirements, as proposed by the Office of the Registrar, and as set forth in Attachment 1, to take effect upon approval.

CARRIED

DISCUSSION ITEMS

8. Equity, Diversity, and Inclusivity (EDI) Strategic Plan

Materials before members are contained in the official meeting file.

Presenter(s): Deborah Williams, Associate Vice President (Disclosure, Assurance and Institutional Research); Logan Mardhani-Bayne, Strategic Development Manager, Office of the Provost & Vice-President (Academic)

Purpose of the Proposal: The Equity, Diversity, and Inclusivity (EDI) Strategic Plan is intended to lay out the University's vision and priorities with respect to EDI. The Plan is being socialized across the university, and as part of that process is presented to APC for information and discussion.

Discussion:

Ms Williams and Mr Mardhani-Bayne gave an overview of the plan and its development.

During the discussion members expressed several comments and questions, including but not limited to: representation in consultative groups; University of Alberta International; mental health issues; representation from Indigenous students and staff; how to use the EDI lens to improve student services on campus; acknowledging and identifying structural barriers; and the need for a comprehensive EDI review of university policies and procedures. Mr Mardhani-Bayne noted that the work of the scoping group in ongoing and encouraged members to contact him or Wendy Rogers for further information.

9. Enterprise Risk Management Framework (documents to follow)

Materials before members are contained in the official meeting file.

Presenter(s): Rob Munro, Acting Associate Vice-President (Risk Management Services); Andrew Leitch, Director, ERM Programs, Risk Management Services

Purpose of the Proposal: An understanding of institutional risk increases the effectiveness of decision making across an organization.

The proposal is before the committee to help educate members about the new section in the GES template that requires presenters to consider institutional risk.

Discussion:

Mr Munro and Mr Leitch gave an overview of the Enterprise Risk Management Framework and explained how it was meant to help ensure the right discussions were happening and the right questions were being asked.

Members asked about the risk owners associated with each risk, how negative results of decisions are addressed, encouraging conversations on risk and opportunity, and using risk for analysis of proposals.

10. Enrolment Target Management (no documents)

Presenter(s): Steven Dew, Provost and Vice-President (Academic)

Item was deferred to the next meeting.

11. 2017-18 Mandatory Non-Instructional Fees (MNIFs) Annual Report

Materials before members are contained in the official meeting file.

Presenter(s): Steven Dew, Provost and Vice-President (Academic)

Purpose of the Proposal: The 2017-18 Mandatory Non-Instructional Fees (MNIFs) Annual Report is before the committee for the information of the members.

The report was formally accepted by the members of the Joint University of Alberta-Student MNIF Oversight Committee on Monday, October 29, 2018.

Discussion:

The Chair noted that this report was before members for information and discussion.

Members discussed what student and administrative approval of new fees would look like in the future, the regulations that would be determined by the provincial government, and the Campus Alberta grant structure.

12. New Budget Model

Materials before members are contained in the official meeting file.

Presenter(s): Steven Dew, Provost and Vice-President (Academic); Gitta Kulczycki, Vice-President (Finance and Administration); Chad Schulz, Director, Integrated Finance Services

Purpose of the Proposal: To provide the Committee with an overview of the New Budget Model as proposed.

Discussion:

Mr Schulz introduced an overview of the New Budget Model which is an approach to how revenues are divided within the university.

The Chair noted that the presentation and discussion of this item would continue at the next meeting.

13. Budget Update (no documents)

Presenter(s): Steven Dew, Provost and Vice-President (Academic); Gitta Kulczycki, Vice-President (Finance and Administration)

Item was deferred to the next meeting.

14. Question Period

There were no questions.

INFORMATION REPORTS

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

There were no items.

16. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

17. Adjournment

The Chair adjourned the meeting at 4:10 p.m.