



General Faculties Council  
Academic Planning Committee  
Approved Open Session Minutes

Wednesday, February 13, 2019  
2-31 South Academic Building (SAB)  
2:00 PM - 4:00 PM

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**ATTENDEES:**

Steven Dew, Chair  
Jason Acker  
Robert Bilak  
Alex Clark (delegate)  
Shannon Erichsen  
Gitta Kulczycki  
Reed Larsen  
Christopher Mackay  
Pirkko Markula

Melissa Padfield  
Jerine Pegg  
Susan Sommerfeldt  
Sasha van der Klein  
Ding Xu

REGRETS:  
Katy Campbell

Susanne Luhmann  
Roger Moore  
Matthias Ruth

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: Larsen/van der Klein

THAT the GFC Academic Planning Committee approve the Agenda.

**CARRIED**

2. Approval of the Open Session Minutes of January 16, 2018

Materials before members are contained in the official meeting file.

Motion: van der Klein/Pegg

THAT the GFC Academic Planning Committee approve the Open Session Minutes of January 16, 2018.

**CARRIED**

3. Comments from the Chair (no documents)

The Chair announced the reappointment of Michael Phair as Chair of the Board of Governors, and that Stan Blade had been renewed as Dean of the Faculty of Agricultural, Life & Environmental Sciences.

The Chair also reminded members that the launch of the Equity, Diversity, and Inclusion (EDI) Strategic Plan would take place that evening.

**ACTION ITEMS**

4. Proposal for a Joint Doctoral Degree Graduate Program, University of Alberta (Faculty of Graduate Studies and Research and Faculty of Medicine and Dentistry) and Saarland University, Germany

Materials before members are contained in the official meeting file.

*Presenter(s):* Joe Casey, Professor and Director, International Research Training Group in Membrane Biology, Department of Biochemistry; Tracy Raivio, Associate Dean, Faculty of Graduate Studies and Research

*Purpose of the Proposal:* For the University of Alberta's Faculty of Medicine and Dentistry to offer a Joint Doctoral Program through an agreement with Saarland University, Germany. To contribute to the internationalization of graduate degree programs in Physiology or Biochemistry through collaboration with the Saarland University, Germany and to recruit strong graduate students.

Dr Raivio gave a high-level overview of the proposed program and the partnership with Saarland University (SU).

Dr Casey noted that students had been participating in joint meetings and exchange research visits since NSERC-CREATE funding was approved in 2012 and that the joint degree would recognize students' international research experience.

*Discussion:*

Members asked about the added benefits of a joint degree in the job market; how the work was currently recognized; the complementary strengths of the two universities and medical schools; the feedback from students who had participated in the joint research; and the funding sources for UofA and SU students.

THAT the GFC Academic Planning Committee approve, with delegated authority from General Faculties Council, the Joint Doctoral Degree Graduate Program between the Faculty of Graduate Studies and Research and the Faculty of Medicine and Dentistry, University of Alberta, and Saarland University, Germany as set forth in Attachment 1, to take effect upon final approval

**CARRIED**

5. Proposal from the Faculty of Arts to change the name of the BMus Composition and Theory Route to the BMus Composition and Sonic Arts Route

Materials before members are contained in the official meeting file.

*Presenter(s):* Scott Smallwood, Associate Professor, Department of Music

*Purpose of the Proposal:* The proposal is before the committee because the Department of Music would like to change the name of the Composition and Theory Route in the Bachelor of Music (BMus) to Composition and Sonic Arts Route.

Dr Smallwood gave an overview of the program changes that had been made to music composition to reflect the current landscape. He noted that the program was clearly focused on composition and contained the same amount of theory as other programs in the department. He also noted the program had expanded to include new areas such as game related digital composition while retaining traditional acoustic composition. He indicated the name change would more accurately reflect the current program.

*Discussion:*

Members discussed the implementation of the name and the required government approval; the definitions of "sonic", "acoustic", and "digital" and how those elements were incorporated into the new program structure; and the interest of students from other disciplines such as computing science and engineering.

Motion: Bilak/Sommerfeldt

THAT GFC Academic Planning Committee approve the change of name for the Bachelor of Music (BMus) Composition and Theory Route to BMus Composition and Sonic Arts Route, to take effect upon final approval.

**CARRIED**

6. Proposed New Mandatory Student Instructional Support Fees, Proposed Change to Existing Mandatory Student Instructional Support Fees, and Proposed Deletion of Mandatory Student Instructional Support Fees

Materials before members are contained in the official meeting file.

*Presenter(s):* Melissa Padfield, Interim Vice-Provost and Registrar

*Purpose of the Proposal:* To establish new Mandatory Student Instructional Support Fees, Change Existing Mandatory Student Instructional Support Fee, Deletion of existing Mandatory Student Instructional Support Fee and Propose New Nomination Fee.

Ms Padfield gave an overview of the proposed changes and noted that each proposal had received a technical review through the Registrar's Advisory Committee on Fees (RACF) vetting process.

*Discussion:*

Members expressed several comments and questions, including but not limited to: student consultation; the deletion of fees when a course is deleted; fees that are meant to be net-neutral and only cover the costs incurred; approval of a fee range so the actual cost can be applied when known; the costs of administrating applications to the School in Cortona; demand for the Cortona program and the large number of applications that were withdrawn with resulting impacts on staffing and planning.

A member asked that the motion be divided

Motion: Erichsen/Acker

THAT the GFC Academic Planning Committee recommend, with delegated authority from General Faculties Council, that the Board of Governors approve:

- o the proposed New Mandatory Student Instructional Support Fees (set forth in Attachment 1)
- o the proposed Deletion of Mandatory Student Instructional Support Fee (set forth in Attachment 3)
- o the proposed Nomination Fee (set forth in Attachment 4)

as submitted on behalf of the relevant Faculties/Departments by the Registrar's Advisory Committee on Fees (RACF), to take effect as noted in each respective attachment.

**CARRIED**

Motion: Pegg/Larsen

THAT the GFC Academic Planning Committee recommend, with delegated authority from General Faculties Council, that the Board of Governors approve

- the proposed Change to Existing Mandatory Student Instructional Support Fees (set forth in Attachment 2)

as submitted on behalf of the relevant Faculties/Departments by the Registrar's Advisory Committee on Fees (RACF), to take effect as noted in each respective attachment.

**CARRIED**

2 opposed (R Bilak, R Larsen)

7. University of Alberta 2019-2020 General Tuition Proposal

8. University of Alberta 2019-2020 International Tuition Fee Proposal

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)

*Purpose of the Proposal:* To approve that the domestic tuition and mandatory non-instructional fees for 2019-20 be set at the amounts directed by the Government of Alberta, as well as to set international tuition fees for the same year.

Dr Dew stepped out of the Chair and Dr Acker assumed the role.

Dr Dew presented an overview of the 2019-20 Budget and highlighted elements that involved new commitments. He also noted that domestic tuition would remain frozen for 2019-20 and there was a proposal to increase international student tuition by 2.77%.

*Discussion:*

Members expressed several comments and questions, including but not limited to: the implications of Bill 19 to domestic and international student tuition in the coming years; predictability of tuition and fee increases; the provincial government's tuition backfill; the government's expectation that international student tuition would cover the costs of their education; the "actual cost" of education for domestic and international students; and the value of international students beyond their tuition and fees.

Motion: Erichsen/Kulczycki

THAT the Academic Planning Committee, with delegated authority from the General Faculties Council, recommend that the Board of Governors approve that domestic student tuition governed by the tuition fee regulation for 2019-20 be set at the 2014-15 rates, as directed by the Government of Alberta.

**CARRIED**

Motion: Dew/Kulczycki

THAT the Academic Planning Committee, with delegated authority from the General Faculties Council, recommend that the Board of Governors approve an increase of 2.77% to international tuition fees for 2019-20, as illustrated in the table below:

Undergraduate	2018-19	2019-20	Change <sup>e</sup>	
			\$	%
Arts and Science	\$ 21,668.40	\$ 22,267.20	\$ 598.80	2.76%
Business	\$ 28,503.12	\$ 29,291.04	\$ 787.92	2.76%
Engineering	\$ 26,002.08	\$ 26,720.64	\$ 718.56	2.76%
Juris Doctor (JD) Program	\$ 47,003.48	\$ 48,303.92	\$ 1,300.44	2.77%
Pharmacy (Pharm D)	\$ 48,149.76	\$ 49,480.64	\$ 1,330.88	2.76%
Economics Course	\$ 2,764.70	\$ 2,841.12	\$ 76.42	2.76%

Graduate <sup>a</sup>	2018-19 <sup>d</sup>	2019-20	Change <sup>e</sup>	
			\$	%

Course Based Master's	\$ 8,437.68	\$ 8,670.96	\$ 233.28	2.76%
Thesis 919 <sup>b</sup>	\$ 5,265.08	\$ 5,410.88	\$ 145.80	2.77%
Thesis Based Masters /PhD <sup>c</sup>	\$ 7,279.32	\$ 7,480.68	\$ 201.36	2.77%
Master's in Business Administration	\$ 16,519.68	\$ 16,976.16	\$ 456.48	2.76%
Integrated Petroleum Geosciences Course	\$ 3,015.86	\$ 3,099.24	\$ 83.38	2.76%
International Graduate Tuition Increase <sup>f,g</sup>	\$ 4,000.00	\$ 4,000.00	\$ -	0.00%

**Notes:**

- (a) Values are based on full-time per term and full-time per year unless otherwise stated.
- (b) Tuition applies to thesis students who were admitted to the program of study prior to Fall 2011 and are assessed the reduced thesis rate.
- (c) Tuition applies to thesis students who were admitted to the program of study beginning in Fall 2011 or later; this is based on an annual fee assessment (including spring/summer).
- (d) As approved by the Board of Governors, March 16, 2018.
- (e) Figures may be rounded downwards at fee index level for administrative purposes, thus lowering the effective year over year percentage increase below 2.77 percent.
- (f) Per year for full time student, excluding Cost recovery and graduate course based Physical Therapy, Occupational Therapy, and Speech master's programs in Faculty of Rehabilitation Medicine.
- (g) \$4000 will be cost-neutral and offset by an equal amount of financial support.

**CARRIED**

3 opposed (R Bilak, R Larsen, S van der Klein)

9. University of Alberta 2019-2020 Budget

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)

*Purpose of the Proposal:* To propose the University of Alberta 2019-20 Budget for recommendation to the Board of Governors

Ms Kulczycki presented the 2019-20 Budget and noted the increases to residence and meal rates and the restrictions on spending allocations in endowments.

Dr Dew acknowledged the difficulty in recommending and approving the budget before receiving actual funding commitment from the provincial government and noted that the Board was in favour of the predictability of tuition for international students.

*Discussion:*

Members discussed the unpredictability of government funding for 2019-20; the predicted decrease in investment income; the previous year's budgetary cuts across Faculties and administrative units; the cautious assumptions made in developing the budget; spending of the unbudgeted revenue received in 2018-19 including ways to improve access and student experience; and the structural deficit.

Motion: Larsen/Dew

THAT the Academic Planning Committee, with delegated authority from the General Faculties Council, recommend that the Board of Governors approve the 2019-20 consolidated budget as set forth in Attachment 2.

**CARRIED**  
2 opposed (R Bilak, R Larsen)

## **DISCUSSION ITEMS**

### 10. Proposed Revisions to Standing Committee Terms of Reference - GFC Academic Planning Committee (APC) including a name change to GFC Academic and Research Planning Committee (ARPC)

Materials before members are contained in the official meeting file.

*Presenter(s):* Steven Dew, Chair, GFC Academic Planning Committee

Dr Acker stepped out of the Chair and Dr Dew resumed the role.

The Chair noted that the committee had discussed components of the terms of reference at many meetings and that significant work had been done to incorporate these discussions and the recommendation of the ad hoc Committee on Academic Governance Including Delegated Authority. Amongst these changes are the change in name of the committee and clearly indicating responsibility for institutional research policy.

Ms Brolley noted that a number of outstanding recommendations related to programs had not been addressed in this version of the terms. She reported that the GFC Executive Committee had established an *ad hoc* committee to further investigate program approval pathways and bring forward recommendations in the following year. She also mentioned the change to delegated authority for program suspensions and terminations noting that these would change so that suspensions would proceed to GFC and the Board while APC would have the delegated authority to approve program terminations. She further noted that the Academic Standards Committee would take on the additional responsibility to review program structure and recommend to ARPC.

#### *Discussion:*

Members expressed several comments and questions, including but not limited to: when a committee would choose not to exercise delegated authority; how a committee could send a proposal back to the proponent to revise their proposal; the potentially sensitive nature of research information and reporting; reporting on research at an institutional rather than a Faculty level; Post-Doctoral training programs; research ethics policy; how ancillary units are reflected in the budget documents; research policy as relates to the quality of graduate supervisors; reports and future planning on International, Indigenous, and Information Technology Policy and Initiatives; the committee mandate specific to institution wide implications; the value of having information reports to inform decision making; and support for the proposed name change to make research more visible.

### 11. Question Period

There were no questions.

## **INFORMATION REPORTS**

### 12. Items Approved by GFC Academic Planning Committee by email ballots

There were no items.

### 13. Information Items Forwarded to Committee Members Between Meetings

There were no items.

## **CLOSING SESSION**

### 14. Adjournment

The Chair adjourned the meeting at 4:00 p.m.

