



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

General Faculties Council  
Academic Planning Committee  
Approved Open Session Minutes

Wednesday, April 17, 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  
Katy Campbell  
Alex Clark (delegate)  
Gitta Kulczycki  
Reed Larsen  
Susanne Luhmann

Christopher Mackay  
Pirkko Markula  
Roger Moore  
Melissa Padfield  
Jerine Pegg  
Susan Sommerfeldt  
Sasha van der Klein  
Ding Xu

**REGRETS:**

Shannon Erichsen  
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: van der Klein/Acker

THAT the GFC Academic Planning Committee approve the Agenda.

**CARRIED**

**2. Approval of the Open Session Minutes of March 27, 2019**

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 March 27, 2019.

**CARRIED**

**3. Comments from the Chair (no documents)**

The Chair spoke about the previous day's provincial election results and noted that it would likely be a couple of weeks before Ministers were announced.

The Chair indicated the ratification by the Association of Academic Staff of the University of Alberta's (AASUA) ratification of the 2-year collective agreement. He indicated that GFC Executive Committee, on behalf of GFC, had provided a recommendation on the changes to procedures related to appointment, promotion and dismissal contained in the agreement; and the approval of the collective agreement would be considered by the Board. The Chair further noted that the AASUA had ratified a proposal for pay equity for female professors; and that the President had given final approval for that proposal.

The Chair announced that the recipients of the 2019 awards for teaching excellence, as adjudicated by the GFC University Teaching Awards Committee, had been notified and would be recognized at the Celebrate! Ceremony in the fall.

The Chair informed members that Carl Amrhein, the university's former Provost and Vice-President Academic, now with The Aga Khan University, would be bringing a delegation to the University of Alberta next week.

The Chair acknowledged that this was the final meeting for APC's student members and thanked them for their contributions over the past year.

### **ACTION ITEMS**

4. Proposed Graduate Certificate in School Leadership and Administration (Certificat d'études supérieures en administration et leadership scolaire), Faculty of Graduate Studies & Research, and Faculté Saint-Jean

Materials before members are contained in the official meeting file.

*Presenter(s):* Tammy Hopper, Vice-Provost (Programs) and Chair GFC Academic Standards Committee; Deborah Burshtyn, Interim Vice-Provost and Dean, Faculty of Graduate Studies and Research; Samira ElAtia, Director of Graduate Studies, Faculté Saint-Jean

The presenters for the two Certificates elected to present their proposals together and noted that they had been developed in parallel.

Dr Hopper noted that the proposals had been well received by the GFC Academic Standards Committee and the ASC Subcommittee on Standards.

Dr Burshtyn noted that the development of both certificates was in response to a request from the provincial government and that they would both ladder into graduate programs.

Dr ElAtia and Dr Simmt spoke about the pending approval by the Ministry of Advanced Education and drew distinctions between government certification for school leaders (principals and superintendents) and the university's certificate. They noted that government funding had been given to both the Faculté Saint-Jean and the Faculty of Education to develop these programs and that students would have the option to enroll in either the full certificate or the two courses required for government certification only.

#### *Discussion:*

Members expressed several comments and questions including, but not limited to: First Nations, Métis, and Inuit content; Equity, Diversity, and Inclusion content; Quality Assurance Standards for Graduate Certificates; required enrollment levels to meet budget expectations; the potential for online delivery across Canada as well as internationally; equivalent programs and courses available in Alberta; theoretical and practical elements of the program; and formative and summative assessments within the program.

Motion: Moore/Xu

THAT the GFC Academic Planning Committee, as recommended by the GFC Academic Standards Committee, recommend that the Board Learning and Discovery Committee approve a new Graduate Certificate in School Leadership and Administration (Certificat d'études supérieures en administration et leadership scolaire), as submitted by the Faculty of Graduate Studies and Research, and Faculté Saint-Jean, and as set forth in Attachment 1, to take effect September 2019.

**CARRIED**

5. Proposed Graduate Certificate in School Leadership, Faculty of Graduate Studies & Research, and

### Faculty of Education

Materials before members are contained in the official meeting file.

*Presenter(s):* Tammy Hopper, Vice-Provost (Programs) and Chair GFC Academic Standards Committee; Deborah Burshtyn, Interim Vice-Provost and Dean, Faculty of Graduate Studies and Research; Elaine Simmt, Associate Dean, Graduate Programs, Faculty of Education

*Discussion:*

Item 4 and 5 were discussed together.

Motion: van der Klein/Pegg

THAT the GFC Academic Planning Committee, as recommended by the GFC Academic Standards Committee, recommend that the Board Learning and Discovery Committee approve a new Graduate Certificate in School Leadership, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Education, and as set forth in Attachment 1, to take effect September 2019.

**CARRIED**

### EARLY CONSULTATION

#### 6. PhD Minimum Funding Proposal

Materials before members are contained in the official meeting file.

*Presenter(s):* Deborah Burshtyn, Interim Vice-Provost and Dean, Faculty of Graduate Studies and Research; Maxine Clarke, Senior Officer, Strategic Initiatives, Faculty of Graduate Studies and Research

Dr Burshtyn explained that the conversation of potential minimum funding guarantees for PhD students had been ongoing since late 2017 and that this working draft was coming forward for early consultation to get feedback from the community. She noted the alignment with the Graduate Students' Association's strategic focus regarding funding for graduate students and the Institutional Strategic Plan: *For the Public Good's* objective to "Ensure that qualified undergraduate and graduate students can attend the university through the provision of robust student financial support". Dr Burshtyn noted that feedback received thus far included questions around: self-funded students; the potential for a reduction of funding for Master's programs resulting from the proposal; the risk that some underfunded programs may be forced to close; diverse funding requirements for international students and students who parent; and full-time study requirements.

*Discussion:*

Members expressed several comments and questions including, but not limited to: the potential for higher minimums for international students; the challenge to recruit with a 4-year funding guarantee when grant funding for researchers is of shorter duration; the impact of the new budget model; advertised minimum funding as a deterrent when actual funding could be much higher; and the potential for students to decline or opt out of the funding at the time of application.

### DISCUSSION ITEMS

#### 7. Graduate Student Enrolment Report

Materials before members are contained in the official meeting file.

*Presenter(s):* Deborah Burshtyn, Interim Vice-Provost and Dean, Faculty of Graduate Studies and Research

Dr Burshtyn provided an overview of the report and noted the following highlights:

- Course-based Masters were the degree type with the largest enrolments, for the first time exceeding PhD enrolments
- Course-based Masters had 1.6 females to each male, PhD and thesis-based Masters had 1.2 and 1.1 males to each female, respectively
- average PhD time to completion was 5.71 years, and international students completed on average one year earlier than domestic students
- graduate student population was 37% international and 2.5% Indigenous from within Canada.

Dr Burshtyn also noted that there had been changes in how completion rates and time to completion were recorded and how approved leaves of absence were accounted for.

Members discussed: the changing nature of research and employment as related to executive Masters programs; the increase in popularity of credentialing at the Masters level; the impact of the new application system on international application numbers; pending regulations regarding executive programs; and the effect of concurrent employment on completion rates.

Members inquired about graduate enrollment targets and Dr Burshtyn noted that she would follow up with information regarding how the university counts Full Load Equivalents (FLEs) and the changes in enrollment numbers.

*Secretary's note: The table illustrating Headcount vs. Full Load Equivalent (FLE) Numbers was distributed electronically to members after the meeting.*

#### 8. Centres and Institutes Committee (CIC) Annual Report 2017-2018

Materials before members are contained in the official meeting file.

*Presenter(s):* Randy Goebel, Associate Vice-President Research and Academic

Dr Goebel presented his report and discussed the number of Academic and Affiliated Centres. He noted the global trend of an increase in academic interdisciplinary collaboration.

Dr Goebel noted that work was occurring on the clarification of policies regarding Centres and Institutes to include defining the differences between the two bodies; the appointment of directors; the mandate and role of advisory boards; and the relationship with university leadership.

#### 9. Budget Update (no documents)

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

Dr Dew noted that provincial funding for 2019/20 would be determined once the new government announced the provincial budget, likely in the fall. He also provided an update on the ongoing discussions on the requirements for predictable international tuition as a result of Bill 19: An Act to Improve the Affordability and Accessibility of Post-Secondary Education.

*Discussion:*

Members discussed the impact of transfer credit and a student changing programs on tuition predictability. Members asked about tuition predictability in other institutions and jurisdictions.

#### 10. Question Period

A member commented on questions arising from the committee's November 7, 2019 discussion of the proposed Animal Ethics Policy and Procedures regarding animal euthanasia and ethics investigations informing consultations with the AASUA on the policy suite.

### **INFORMATION REPORTS**

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

There were no items.

12. Information Items Forwarded to Committee Members Between Meetings

There were no items.

### **CLOSING SESSION**

13. Adjournment

The Chair adjourned the meeting at 3:50 p.m.