



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

General Faculties Council  
Academic Planning Committee  
Approved Open Session Minutes

Wednesday, October 23, 2019  
2-31 South Academic Building (SAB)  
2:00 PM - 4:00 PM

**ATTENDEES:**

Steven Dew, Chair  
Chris Andersen  
Akanksha Bhatnagar  
Fahed Elian  
Shannon Erichsen  
Susanne Luhmann  
Christopher Mackay  
Pirkko Markula

Melissa Padfield  
Jerine Pegg  
Matthias Ruth  
Susan Sommerfeldt  
Samantha Tse  
Ding Xu  
Yan Yuan

**REGRETS:**

Jason Acker

Jelena Holovati  
Gitta Kulczycki

Staff:

Meg Brolley, GFC Secretary  
Marion Haggarty-France,  
University Secretary  
David Epp, Scribe

**OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

The Chair noted that Item 6, Centre for Healthy Schools, would be deferred to a later meeting.

Motion: Andersen/Padfield

THAT the GFC Academic Planning Committee approve the Agenda, as amended.

**CARRIED**

2. Comments from the Chair (no documents)

The Chair noted that the federal election on October 21, 2019 resulted in a Liberal minority government. Their election platform included post-secondary education items such as student financial aid; equity, diversity and inclusion; work integrated learning; and possibly infrastructure investment.

The Chair also noted that the provincial budget will be announced on October 24, 2019 and the university expects cuts to the government grant. He indicated that the university was working on a communication strategy to get news of the budget to staff members as soon as possible including information in The Quad, meetings with Deans' Council and Chairs' Council, and a Town Hall. The Chair noted that the committee would be discussing this further at the November 6, 2019 meeting.

## **CONSENT AGENDA**

Consent Agenda Mover and Second: Luhmann/Xu

3. Approval of the Open Session Minutes of September 25, 2019

Materials before members are contained in the official meeting file.

THAT the GFC Academic Planning Committee approve the Open Session Minutes of September 25, 2019.  
**CARRIED**

4. Learning Services Renaming (for information)

*Purpose of the Proposal:* To share, for the information of APC, that the name change for Learning Services (as discussed with APC in September) has now been approved by the Provost and Vice-President (Academic).

## **ACTION ITEMS**

5. Canadian Centre for Welding and Joining (CCWJ)

Materials before members are contained in the official meeting file.

*Presenter(s):* Patricio Mendez, Director of CCWJ & Professor of Chemical and Materials Engineering; Goetz Dapp, Associate Director of CCWJ; Ying Tsui, Associate Dean (Research & Internationalization), Faculty of Engineering

*Purpose of the Proposal:* The proposal is before the committee for approval after being forwarded by the Faculty of Engineering and reviewed by the Centres and Institutes Committee.

*Discussion:* Dr Mendez provided background information on the proposed Canadian Centre for Welding and Joining (CCWJ), an explanation of welding and its impact across numerous fields, and noted that the research they are working on is complex and multi-disciplinary.

Dr Goebel, Chair, Centres and Institutes Committee, noted that the CCWJ has worked extensively with the committee and they support the proposal.

Comments and questions from members included, but were not limited to: the breadth of participation from across campus; how the Director is appointed; whether there were similar centres at the university; potential links with other Faculties; equity, diversity and inclusion dynamics and outreach; budget sustainability and funding sources; the consultation process and future governance; human health and the environment; impact on welding researchers; and lab size comparisons to labs in other countries.

Motion: Elian/Bhatnagar

THAT GFC Academic Planning Committee, acting with delegated authority from General Faculties Council, approve the establishment of the Canadian Centre for Welding and Joining (CCWJ) as an academic institute at the University of Alberta.  
**CARRIED**

6. Centre for Healthy Schools

This item was deferred.

7. Proposal for Joint Doctoral Degree Programs, University of Alberta (Faculty of Graduate Studies and Research) and four Indian Institutions of Technology (IIT): Roorke, Bombay, Kharagpur, and Madras, India

Materials before members are contained in the official meeting file.

*Presenter(s):* Janice Causgrove Dunn, Associate Dean, Faculty of Graduate Studies and Research; Cen Huang, Executive Director, International Relations and Recruitment

*Purpose of the Proposal:* To strengthen our relationships with top Indian institutions that are of strategic interest and where we hope to have ongoing mobility. To build our profile as a leader in Canada-India academic relations. To attract the best Indian students to be part of University of Alberta graduate programs.

*Discussion:* Dr Causgrove Dunn noted that the agreements are not signed yet but the goal is to have everything ready for the President to go forward with signing the proposals during his upcoming trip to India.

Ms Huang provided background information on Indian students and the Indian Institutions of Technology (IIT) including their prestige, their popularity, and University of Alberta alumni connections. Ms Huang described the funding details and stated that hopefully the three-year pilot project would continue with expanded funding and enrollment.

Ms Padfield, Vice-Provost and Registrar (Interim), noted that the Office of the Registrar has reviewed the proposals and was supportive.

Comments and questions from members included, but were not limited to: reciprocal funding and stipends; how students are accepted into the programs; student funding; possible expansion to the humanities after the pilot project; and joint doctoral degree programs with other universities.

Motion: Padfield/Andersen

THAT the GFC Academic Planning Committee approve, with delegated authority from General Faculties Council, the Joint Doctoral Degree Programs between the Faculty of Graduate Studies and Research, University of Alberta and the following Indian Institutions of Technology (IIT), India, as set forth in Attachment 1, to take effect upon final approval Indian Institutions of Technology (IIT) – Roorkee Indian Institutions of Technology (IIT) – Bombay Indian Institutions of Technology (IIT) – Kharagpur Indian Institutions of Technology (IIT) - Madras

**CARRIED**

8. Proposed Terms of Reference for the Academic Planning Committee Working Group on the Facilitation of Clinical Research

Materials before members are contained in the official meeting file.

*Presenter(s):* Matthias Ruth, Vice-President (Research and Innovation); Alex Clark, Associate Vice-President (Research and Innovation)

*Purpose of the Proposal:* The proposal is before the committee to recommend establishing a working group focused on the facilitation of clinical research that will explore perceived and/or real current challenges related to undertaking clinical research at the University of Alberta, and bring its findings and recommendations to APC.

*Discussion:* Dr Ruth provided background information on questions regarding clinical research challenges brought to his attention through the GFC question process.

Dr Clark noted that he responded to the questions originally in the summer and they were brought forward again through GFC. He also noted that the Electronic Medical Record (EMR) system is changing on November 3, 2019 and some of the original concerns will not be relevant.

Comments and questions from members included, but were not limited to: the membership composition of the proposed working group; APC's mandate for research; the university's relationship with Alberta Health Services (AHS); the role of Northern Alberta Clinical Trials and Research Centre (NACTRC) and the Health Sciences Council (HSC).

Dr Clark noted a clinical trials advisory group currently exists and suggested that a working group could collaborate with them to address the questions brought forward. A member suggested a student be included in the group and Dr Yuan offered to participate as a GFC and APC member from the School of Public Health.

Motion: Bhatnagar/Pegg

THAT the GFC Academic Planning Committee endorse an ad hoc Working Group on the Facilitation of Clinical Research to collaborate with the Clinical Advisory Group with the attached Terms of Reference, as amended.

**CARRIED**

9. Student Financial Support Policy Suite and Rescission of the Awards and Bursaries for Students Policy Suite

Materials before members are contained in the official meeting file.

*Presenter(s):* Melissa Padfield, Vice-Provost and Registrar (Interim); Amy Dambrowitz, Associate Registrar; Fiona Halbert, Assistant Registrar, Student Financial Support

*Purpose of the Proposal:* The proposal is before the committee to recommend approval of the new Student Financial Support Policy Suite, and the rescission of the existing Awards and Bursaries for Students Policy Suite in UAPPOL.

*Discussion:* Ms Padfield noted that the proposal applied to graduate and undergraduate student awards and bursaries and will allow for more transparency in the administration and creation of awards.

Comments from members included compliments and thanks on implementing a hybrid model.

Ms Haggarty-France, University Secretary, thanked the policy writers and administrative units for their good work on this item. She noted that the UAS Committee is now the UAB Committee, and the Governance Executive Summary would be revised to reflect this as the item goes forward for final approval.

Motion: Bhatnagar/Elian

THAT the GFC Academic Planning Committee recommend that General Faculties Council approve the new Student Financial Support Policy Suite, as set forth in Attachments 2, 3, 4 and 5, and the concurrent rescission of the existing Awards and Bursaries for Students Policy Suite in UAPPOL, as recommended by the GFC Undergraduate Awards and Bursaries Committee to take effect upon final approval.

**CARRIED**

**DISCUSSION ITEMS**

10. Recommendations of the GFC Executive's ad hoc Committee on Program Approval Pathways

This item was deferred.

11. Institutional Risk Summary Update

Materials before members are contained in the official meeting file.

*Presenter(s):* Philip Stack, Associate Vice-President (Risk Management Services); Andrew Leitch, Director, ERM Programs

*Purpose of the Proposal:* The risk summary update reports on the status of the university's top risks for this period. The purpose of this report is to provide an update to APC regarding changes to the institution's risk profile that may have an impact on the university's ability to achieve its objectives.

*Discussion:* Mr Leitch presented slides on core areas of risk for the university, top risk events ranked by consequence and likelihood, sources of risk, and knock on effects.

Comments and questions from members included, but were not limited to: who ERM and the Compliance Committee consults with on creating and assessing risk levels; student consultation; the tool presented to the Board of Governors to help understand complex budget issues and the risks associated; and a request that students be consulted on tuition issues prior to Board meetings.

12. 2018/19 Student Financial Support Annual Report

Materials before members are contained in the official meeting file.

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

*Purpose of the Proposal:* To provide the Annual Report on Undergraduate Student Financial Support and Accompanying Overview for information. In the attached report, the Office of the Registrar (RO) provides a snapshot of the current state of undergraduate financial supports issued by the RO in the 2018/2019 fiscal year.

Annual reporting to administrative and governance committees on undergraduate student financial support is part of the Office of the Registrar's commitment to providing reporting and information on matters affecting student success on campus.

*Discussion:* Ms Padfield provided a brief summary of the annual report noting that during 2018-2019 \$30M in need- and merit-based funding was distributed to 8,800 undergraduate students; 44% of students receive loans while the national average is 38%; and university and government funding sources were fairly stable.

In response to members' questions, Ms Padfield noted that most loans are not defaulted, and that there is no adjustment of graduate student bursaries as the length of funding depends on the pool of funding, lifetime maximums, and other factors.

13. Report from APC cross-representative on Facilities Development Committee (FDC) (no documents)

*Presenter(s):* Christopher Mackay, Cross representative of APC serving on FDC

*Discussion:* Dr Mackay provided an update on the September 26, 2019 FDC meeting where the committee approved, with delegated authority, the Dentistry Pharmacy Building Core and Shell Redevelopment – Design Development Report, and were given updates on an open house at the Aga Khan Garden, the Integrated Asset Management Strategy, and several other projects. Dr Mackay clarified that FDC is concerned with the process of building projects without financial discussions in the same sense that the Board controls university spending while GFC decides what is a priority. Dr Mackay noted that FDC has delegated authority to advise facilities decisions to the Board, however, it is unclear how much meaningful oversight FDC receives from GFC.

Comments and questions from members included, but were not limited to: the planning process for some recent building projects; connections between GFC and FDC, including institutional budget and planning documents seen at GFC and the Board; enhancing collaboration between APC and FDC for larger projects; and the GFC Committee on the Learning Environment's role in planning learning spaces.

14. Budget Update

There was no further update beyond the Chair's comments.

15. Question Period

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

A member noted that at the last APC meeting during the budget update, furlough days were mentioned as a possible source of savings, however, there was no mention of savings from a possible salary cut to match the 5% MLA salary reduction.

**INFORMATION REPORTS**

16. Items Approved by GFC Academic Planning Committee by email ballots (no items to date)

17. Information Items Forwarded to Committee Members Between Meetings (no items to date)

**CLOSING SESSION**

18. Adjournment

The Chair adjourned the meeting at 4:15 p.m.