



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

General Faculties Council  
Academic Planning Committee  
Approved Open Session Minutes

Wednesday, May 06, 2020  
Virtual Meeting by Video/Phone  
2:00 PM - 4:00 PM

### **ATTENDEES:**

Steven Dew, Chair  
Jason Acker  
Joel Agarwal  
Chris Andersen  
Amlan Bose  
Walter Dixon  
Shannon Erichsen  
Jelena Holovati

Gitta Kulczycki  
Susanne Luhmann  
Pirkko Markula  
Melissa Padfield  
Jerine Pegg  
Susan Sommerfeldt  
Marc Waddingham  
Ding Xu  
Yan Yuan

### *non-voting:*

Marion Haggarty-France  
Yimmie Sonuga

### **REGRETS:**

Christopher Mackay

### Staff:

Heather Richholt, Assistant  
Secretary to GFC

## **OPENING SESSION**

### 1. Approval of the Agenda

Materials before members are contained in the official meeting file.

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

The Chair opened the meeting by proposing the agenda, as posted, be amended to change the order of items 8 and 9 to place closed session agenda item 8 at the end of the meeting. The Chair then reviewed the virtual meeting procedural rules before calling for a vote on the agenda as amended.

Motion: Acker/Anderson

THAT the GFC Academic Planning Committee approve the Agenda.

**CARRIED**

### 2. Comments from the Chair (no documents)

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

The Chair referred to the presidential announcement made on May 14, 2020 around the University's initial plans for Fall 2020. He highlighted the following points:

- That delivery would remain primarily online;
- That the University would endeavour to support face-to-face instruction where it most made sense. He highlighted the following examples:
  - Labs, clinical and studio research;
- That all decisions would continue to be made in alignment with directives and guidelines from the Office of the Chief Medical Officer of Health; and
- That the University would endeavour to support students in keeping on track with their programs.

The Chair noted that President-Elect Flanagan would be on hand to discuss current plans regarding Academic and Administrative Restructuring, during closed session agenda item 9.

The Chair confirmed that he remains in contact with the Minister of Advanced Education around the finalization of the Investment Management Agreement.

The Chair concluded his comments by asking members whether they had any questions or comments.

*Discussion:*

In reference to the Chair's overview of initial plans for Fall 2020:

- A member asked for further clarification on any specific actions, currently underway, pertinent to graduate students.
- The Chair confirmed discussions are underway on an integrated approach to the re-opening of research-based instruction.
  - He further clarified that specific graduate student related decisions would be made on a case by case basis by Faculties.
- Finally, the Chair confirmed that further to recent discussions with the Chief Medical Officer, physical distancing constraints will continue through Fall 2020.
- The Student Union President asked whether the Chair could speak to any current projections of how many classes would be in person, by percentage.
  - The Chair clarified that it is likely too early for any such projections given the ever unfolding nature of the Covid-19 Global Pandemic.

Dr. Dew then stepped out of the chair and asked Vice Chair, Dr. Acker, to chair the meeting for agenda items 3 and 4.

**CONSENT AGENDA**

Materials before members are contained in the official meeting file.

Consent Agenda Mover and Seconder: Dew/Ericksen

3. Approval of the Open Session Minutes of May 6, 2020

THAT the GFC Academic Planning Committee approve the open session minutes of April 15, 2020.

**CARRIED**

**ACTION ITEMS**

4. 2021-2022 International Tuition Fee Proposal for Incoming Students

Materials before members are contained in the official meeting file.

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

*Purpose of the Proposal:* To propose tuition fees for the Fall 2021 intake of new international students, compliant with the requirements imposed by Bill 19 and associated Alberta Tuition Framework and Guidelines.

Dr. Dew provided a high-level overview of the 2021-2022 International Tuition Fee Proposal for Incoming Students before handing the floor over to Vice Provost and Registrar Padfield to provide more detailed highlights.

There were no questions or comments

Motion: Dew/Padfield

THAT the GFC Academic Planning Committee, with delegated authority from General Faculties Council, recommend that the Board of Governors approve tuition fees to take effect for the Fall 2021 intake of new international students, as set forth in Attachment 1.

**CARRIED**

5. Proposed Department Name Changes - Alberta School of Business

Materials before members are contained in the official meeting file.

*Presenter(s):* Joseph Doucet, Dean, Alberta School of Business

*Purpose of the Proposal:* The proposal is before the committee for approval of name changes to the three departments in the Alberta School of Business.

Dr. Dew then resumed his position as chair and invited Dean Doucet to provide a high-level overview of the proposal. During his overview, Dean Doucet confirmed the proposed names for the three departments more accurately describe the offerings in the Departments and future directions for the disciplines that Fall in each Department.

THAT the Academic Planning Committee approve, with delegated authority from General Faculties Council, the following Department name changes: Department of Accounting, Operations, and Information Systems Name Change to: Department of Accounting and Business Analytics Department of Finance and Statistical Analysis Name Change to: Department of Finance Department of Strategic Management and Organization Name Change to: Department of Strategy, Entrepreneurship and Management.

**CARRIED**

Subsequently, the Chair asked for clarification on when the name changes would come into effect.

The University Secretary confirmed the name changes take effect upon approval, subject to any implementation constraints at the Faculty of Business. Dean Doucet confirmed he would keep University Governance in the loop around the implementation of the approved name changes.

## **DISCUSSION ITEMS**

6. International Strategy Implementation Plan

Materials before members are contained in the official meeting file.

*Presenter(s):* Cen Huang, Vice-Provost and Associate Vice President (International), University of Alberta International; Doug Weir, Executive Director, Student Programs & Services, University of Alberta International

*Purpose of the Proposal:* The proposal is before the committee to keep members of GFC informed about implementation of the International Strategy, approved by the Board of Governors on the recommendation of GFC in June 2019.

*Discussion:*

The Chair invited Dr. Huang to provide a high-level overview of the International Strategy Implementation Plan. During her overview Dr. Huang confirmed the following:

- that the plan is an evolving living document, with multiple phases; and
- that the plan will be modified over time with oversight from the steering committee.

Member questions included:

- A request for clarification on how the plan will align with performance-based benchmarks recently implemented by the Ministry of Advanced Education;
  - The Chair confirmed the only intersection between the two matters arises in the international enrolment section of the Integrated Management Agreement.
    - He further offered that the plan is intended to be an internal strategic document and that the question of alignment was likely premature.
- A request for clarification on why some parts of the plan were more developed than others, particularly objectives 2 and 3 dealing with international research and faculty engagement;
  - The member followed-up with the following questions:
    - Whether there were any specific targets, at this time, in relation to the aforementioned objectives; and
    - Whether there will be a focus on international undergraduate student enrolment as a method to increase international enrolment.
      - In response, the Chair reconfirmed the plan is phased, likely prudent given the inherent uncertainty with the Covid-19 Global Pandemic.
      - He then invited Dr. Huang and Mr. Weir to add any additional commentary:
        - Dr. Huang reiterated this is a working document.
        - Mr. Weir confirmed the purpose of the document is to identify opportunities at the institutional level and not to constrain individual Faculty decisions.
- In relation to Objective 5, the Student Union President asked whether there are any tangible plans at this time, to target students;
- In relation to Objective 10 – a member asked for clarification regarding the composition and responsibilities of the steering committee;
  - The Chair confirmed the steering committee has already been created and, in fact, led the development of the plan.
    - The member then followed up with further questions on the composition of the steering committee, to which the Chair responded he would share the composition with members.
- Finally, a member asked for clarification around how the plan aligns the University's institutional Equity Diversity and Inclusion (EDI) Strategy;
  - The Chair confirmed the plan relates specifically to the diversification of enrolment source countries, which happens at the Faculty level, and agreed that integration with the University's institutional EDI Strategy will be important.

The Chair then thanked Dr. Huang and Mr. Weir for their efforts, before moving on to the next agenda item.

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

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

*Discussion:*

The Chair highlighted that work is underway in relation to the initial budgetary impacts of the Covid-19 Global Pandemic on the Spring/Summer 2020 semester.

- He confirmed that his office continues to monitor the enrolment and budgetary implications for Fall 2020.
- He confirmed his office, in collaboration with the Vice-Provost and Registrar, continue to source jurisdictional information to make early projections on the effects of enrolment on the budget.

- Finally, he reiterated that particular attention continues to be paid to the operating expenditure constraints, inherent in cuts to the University's Campus Alberta grant and the Ministry of Advanced Education's performance-based funding benchmarks.

The Students' Union President asked for clarification on current enrolment projections. The Vice-Provost and Registrar Padfield confirmed the current, very early, projections show a 4-5% decrease.

8. Question Period

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

Hearing no additional questions, the Chair confirmed work is underway to schedule an additional meeting of the committee before the next scheduled meeting on June 24, 2020.

He then confirmed that then next meeting of the General Faculties Council is on May 25, 2020 before the committee moved into closed session for agenda item 9.

9. Academic and Administrative Restructuring - closed session.

*Presenter(s):* Bill Flanagan, President-elect; Steven Dew, Provost and Vice-President (Academic), and Chair of APC; Gitta Kulczycki, Vice-President (Administration and Finance)

The Committee then came out of closed session.

## **INFORMATION REPORTS**

10. Items Approved by GFC Academic Planning Committee by email ballots

There were no items.

11. Information Items Forwarded to Committee Members Between Meetings

There were no items.

## **CLOSING SESSION**

12. Adjournment

The Chair adjourned the meeting at 3:56 p.m.