



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

General Faculties Council  
Academic Planning Committee  
Approved Open Session Minutes

Wednesday, November 03, 2021  
Zoom Virtual Meeting  
2:00 PM - 4:00 PM

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### **ATTENDEES:**

Jelena Holovati (Acting Chair)  
Sandeep Agrawal  
Chris Andersen  
Laura Beard (delegate)  
Shannon Erichsen  
Anas Fassih  
Todd Gilchrist  
Vadim Kravchinsky

Jacqueline Leighton  
Rowan Ley  
Runjuan Liu  
Melissa Padfield  
Sanhita Pal  
Yan Yuan  
*non-voting:*  
Kate Peters

### **REGRETS:**

Chris Beasley  
Heather Bruce  
Steven Dew  
Brad Hamdon

### Staff:

Heather Richholt, Assistant  
Secretary to GFC

### **OPENING SESSION**

Before opening the meeting, the Chair read the following territorial acknowledgement:

The University of Alberta resides on Treaty 6 territory and the homeland of the Métis. To acknowledge the territory is to recognize the longer history of these lands and signifies our commitment to working in Good Relations with First Nations, Métis and Inuit peoples as we engage in our institutional work.

#### 1. Approval of the Agenda

Materials before members are contained in the official meeting file.

*Presenter(s):* Jelena Holovati, Vice-Chair APC, Faculty of Medicine and Dentistry

Motion: Gilchrist/Leighton

THAT the GFC Academic Planning Committee approve the agenda.

**CARRIED**

### **CONSENT AGENDA**

#### 2. Approval of the Open Session Minutes of October 20, 2021

Materials before members are contained in the official meeting file.

Consent Agenda Mover and Seconder: Padfield/Agrawal

THAT the GFC Academic Planning Committee approve the open session minutes of October 20

**CARRIED**

### **DISCUSSION ITEMS**

### 3. Annual Report on Student Financial Support and Accompanying Overview

Materials before members are contained in the official meeting file.

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

*Purpose of the Proposal:* To provide the Annual Report on Student Financial Support and Accompanying Overview for information. In the attached report, the RO provides a snapshot of the current state of undergraduate and graduate financial supports issued by the Office of the Registrar (RO) in the 2020/21 fiscal year.

*Discussion:*

Ms Padfield introduced Deputy Registrar Norma Rodenburg and noted that this was the sixth edition of the annual report. She reminded members of the Academic Planning Committee's role in developing the Student Financial Support (SFS) Policy Suite. She explained some of the differences in this edition of the report related to COVID-19, revenues from tuition offset and the unfunded financial shortfall. Ms Padfield noted that she would be coming back to present more analysis on the unfunded shortfall at a future meeting.

Members had questions and discussed:

- Eligibility for the newly launched access awards and whether they were open to International students;
- The proportion of students from professional programs in the Faculty of Medicine and Dentistry accessing funding and the need to examine the mix of awards available to students in these high cost programs;
- Availability of data on SFS at the program level and the need to protect privacy of students;
- The growing presence of hybrid (merit and need-based) awards that are currently funded through university spending;
- The shifting balance between need and merit-based awards, with more need-based awards reflecting the commitment by the University to ensure that finances are not a barrier to students being able to attend;
- The funding supports made available by the Faculty of Graduate Studies and Research which typically do not include need-based awards and which are primarily managed by the RO; and
- The predictive modeling used to calculate unfunded financial shortfalls and the process followed by the RO to support students.

### 4. Quality Assurance (QA) Suite of Activities: Overview of QA Process and 2020-2021 Excerpted QA Reports

Materials before members are contained in the official meeting file.

*Presenter(s):* Janice Causgrove Dunn, Vice-Provost (Programs)

*Purpose of the Proposal:* To provide an overview of the QA process and excerpted reports of the QA reviews undertaken in the 2020-2021 academic year at the University of Alberta.

*Discussion:*

Dr Causgrove-Dunn presented an overview of the Quality Assurance process at the University explaining the efforts to integrate the strategic priorities around equity, diversity and inclusion into the process. She presented some of the common findings from the 213 recommendations coming out of the 2020-2021 report and the committee was informed that the responsibility to implement changes lies with the Deans of each Faculty.

Members asked questions and discussed the process and the reports, including:

- How the new college structure may impact the QA process;
- The accountability measures in place to ensure that recommendations are being acted on, and whether the Office of the Provost monitors implementation;
- The recommendation that programs keep in touch with former students and alumni and whether there are centrally managed initiatives; and

- Whether site-visits will be moving back to in-person in a post-pandemic scenario and whether virtual visits had negative impacts on the process.

5. 2020-21 Mandatory Non-Instructional Fees (MNIFs) Annual Report

Materials before members are contained in the official meeting file.

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

*Purpose of the Proposal:* The 2020-21 Mandatory Non-Instructional Fees (MNIFs) Annual Report is before the committee for the information of the members.

*Discussion:*

Ms Padfield explained that this was an annual report on the Mandatory Non-Instructional Fees (MNIFs) which are distinct from tuition fees. She also explained that the report had been accepted by the MNIF committee which includes student representatives. She noted that the report reflects the impact of the COVID-19 Pandemic on student services and spoke to some of the emerging areas of focus including services to support survivors of sexual violence.

There was no discussion.

6. Investment Management Agreement

Materials before members are contained in the official meeting file.

*Presenter(s):* Todd Gilchrist, Vice-President (University Services and Finance)

*Purpose of the Proposal:* The Government of Alberta has shared their early thinking on the 2022-2023 Investment Management Agreement (IMA) with post-secondary institutions in Alberta for feedback. The purpose of this agenda item is to seek input from the Academic Planning Committee.

*Discussion:*

Mr Gilchrist introduced Deborah Williams, Executive Director, Disclosure, Assurance and Institutional Research and reminded members that the first IMA included one performance indicator, related to Work-Integrated Learning. Mr Gilchrist explained the Ministry has communicated the proposed performance indicators for 2022-2025 and that APC members were invited to provide feedback.

Members asked questions and provided feedback, including:

- How the "Skills for Jobs" indicator would be tracked and whether the Graduate Outcome Survey captures students who find employment outside the province or even the country;
- Whether these indicators were appropriate for programs that may not be primarily skills-focused or professionally-oriented;
- That the data from the graduate Outcomes Survey shows that University of Alberta students do as well or better than students graduating from technical programs;
- A concern that the Graduate Outcome Survey was the only mechanism for collecting information on graduate employment outcomes and a response that University of Alberta experts had supported development of the tool;
- That external industry revenue may be an effective performance indicator as that often leads to commercialization;
- That it is not yet known how the targets will be set and that it is anticipated that the University will be benchmarked against itself;
- Whether the draft metrics align with the goals set out in the Alberta 2030 strategy, especially with regards to International students;

- That the metrics may need revision and that the University might want to encourage a review of their approach; and
- A response that the Ministry is currently accepting feedback for this first five-year cycle.

7. Budget Update (standing item)

*Presenter(s):* Todd Gilchrist, Vice-President (University Services and Finance)

*Discussion:*

Mr Gilchrist explained that targets had been recently distributed to Deans for the upcoming budget cycle. That the University is planning for a \$53 million dollar cut and that the total amount will not be known until next year. Mr Gilchrist noted that the budget model developed by the University two years ago had been stressed beyond its capacity and that budget allocation used in the next two years will be based more on the current context.

There was no discussion.

**CLOSING SESSION**

8. Adjournment
- Next Meeting of APC: November 17, 2021
  - Next Meeting of GFC: November 29, 2021

The Chair adjourned the meeting at 3:53 p.m.