

General Faculties Council
Academic Planning Committee (APC)
Approved Open Session Minutes

Wednesday, September 06, 2023
South Academic Building (SAB) 2-31
2:00 PM - 3:50 PM

ATTENDEES:

Verna Yiu, Chair
Sandeep Agrawal
Bishoi Aziz
Zengtao Chen
Christian Fotang
Vadim Kravchinsky
Adrian Lam
Jacqueline Leighton

Ola Mabrouk
Heather Seyl Miyashita
Aminah Robinson Fayek
Norma Rodenburg
Kent Rondeau
Chris Sprysak
non-voting:
John Lemieux
Kate Peters

REGRETS:

Heather Bruce
Chetan Dave
Todd Gilchrist
Tammy Hopper

Staff:

Heather Richholt, Scribe

OPENING SESSION

Before calling the meeting to order, the Chair acknowledged the territory. She welcomed members to the first meeting of the academic year and led a round table of introductions.

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Presenter(s): Verna Yiu, Interim Provost and Vice-President (Academic), and Chair of APC

The motion was moved and seconded.

THAT the GFC Academic Planning Committee approve the agenda.

CARRIED

2. Comments from the Chair (no documents)

Presenter(s): Verna Yiu, Interim Provost and Vice-President (Academic), and Chair of APC

Discussion:

The Chair invited GFC Secretary Kate Peters to speak about the Vice-Chair position for the committee. K Peters noted that Heather Bruce had agreed to serve for another year and asked if there were any other nominations. Hearing none, H Bruce was elected by acclamation.

The Chair acknowledged the tragic loss of Dr Maya Bhatia the previous month and offered her condolences to friends and colleagues.

In her comments, the Chair spoke about:

- the new equity training module launched by the university and encouraged all members to work through it;
- three recent Dean appointments:
 - o Vice-Provost and Dean of the Faculty of Graduate Studies and Research, Tracy Raivio,
 - o Vice-Provost and Dean of Students, Ravina Sanghera,
 - o Dean of the Faculty of Science, Declan Ali;
- the appointment of Danielle Peers as Academic Lead on Equity Praxis and Systemic Ableism; and
- the official launch of "Shape" the University Strategic Plan on September 19, 2023.

3. Approval of the Open Session Minutes of May 3 and May 17th, 2023

Materials before members are contained in the official meeting file.

Discussion:

The Chair spoke about the discussion in the May 17 minutes regarding the approval of the Water Centre. A member suggested the language be revised to note that the Faculty committed to further consultation with Indigenous colleagues in the future. The Vice-President (Research and Innovation), A Robinson Fayek, also noted that Jessica Vandenberghe from the Faculty of Engineering was involved in the development of the centre.

Members noted corrections to the attendance on May 17.

The motion was moved and seconded.

THAT the GFC Academic Planning Committee approve the open session minutes of May 3 and May 17, 2023, as amended.

CARRIED

DISCUSSION ITEMS

4. GFC Committee Orientation

Presenter(s): John Lemieux, University Secretary; Kate Peters, GFC Secretary and Manager, GFC Services

Discussion:

J Lemieux spoke about the role of the University Secretary, the balance of authority between the Board of Governors and General Faculties Council as determined by the *Post-Secondary Learning Act*, and the importance of collegial governance.

K Peters spoke about the rich mandate of the committee and pointed to the breadth of items on the current agenda as an example. She also noted that the terms of reference for the committee were up for review this year.

ACTION ITEMS

5. Forward with Purpose: A Strategic Plan for Research and Innovation

Presenter(s): Aminah Robinson Fayek, Vice-President (Research and Innovation)

Discussion:

University Secretary J Lemieux explained that the Board of Governors, and the Board Learning, Research and Student Experience Committee had reviewed the plan in June and were satisfied with it. He advised that the decision had been made for approval to stop at GFC and proposed that the motion to recommend be adjusted accordingly.

A Robinson Fayek expressed thanks to the members of the working group and everyone at the university who was involved with the development of the plan. She spoke about the consultation process and made note of some of the resulting changes including the emphasis on fundamental research and student involvement in research, and consolidating points into goals. She noted that this was a five-year plan aligned with the University Strategic Plan.

A member asked about next steps and what the university hoped to achieve with the plan. A Robinson Fayek acknowledged that there may be significant shifts in the research landscape in the next five years but that the plan would provide a foundation to build upon.

The motion was moved and seconded.

That General Faculties Council Academic Planning Committee recommend "Forward with Purpose: A Strategic Plan for Research and Innovation" to the General Faculties Council for approval.

CARRIED

6. Bachelor of Science in Mechatronics and Robotics Engineering Cooperative Program

Presenter(s): Pierre Mertiny, Associate Dean, Undergraduate programs, Faculty of Engineering

Discussion:

The Chair noted that this program proposal had been recommended by the GFC Programs Committee and was here because of enrollment impacts.

P Mertiny provided an overview of the proposal. He spoke about how Mechatronics and Robotics Engineering applied to Alberta industry and noted that the Faculty of Engineering was confident that they would be able to place their co-op students with industry partners.

During the discussion, the presenter and members expressed comments and questions including but not limited to:

- Support for international students in the program and the potential involvement of University of Alberta International;
- How non-instructional fees for international students had been calculated;
- A clarification about enrolment growth in the Faculty increasing by one hundred students in year one to as much as five hundred students by year five;
- What supports were available for the co-op program;
- What department would act as the academic home in the Faculty of Engineering;
- What strategies for amplifying Indigenous voices, ways of knowing, and improving access for Indigenous students were contemplated; and
- The process and timeline for accreditation of the program.

The motion was moved and seconded

THAT the GFC Academic Planning Committee recommend that the Board of Governors approve the proposed Bachelor of Science in Mechatronics and Robotics Engineering Cooperative Program for implementation upon final approval.

DISCUSSION ITEMS

7. Quality Assurance (QA) Templates & Orientation

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

Discussion:

J Causgrove Dunn spoke about the University's commitment to the quality of their programs, the Quality Assurance (QA) process, and the Campus Alberta Quality Council (CAQC). She gave an overview of the guidelines, terms of reference, and templates and noted that her team was working on boilerplate language for use in self studies and the institutional data they provide to units.

Members discussed whether numbers of transfer students in programs could be provided, and the diverse ways that data on "employer satisfaction" was gathered.

8. Budget Model 2.0 Update

Presenter(s): Verna Yiu, Interim Provost and Vice-President (Academic), and Chair of APC; Bill Bedard, Director of Resource Planning, Shared Services and Finance

Discussion:

The Chair noted that General Faculties Council and the Board of Governors had approved the Budget Model Principles in June, 2023 and that the development of the Budget Model 2.0 design and technical model had followed. She spoke about the series of engagement sessions and that the model would be implemented for fiscal year 2025 and would continue to evolve.

Members and presenters expressed comments and questions including but not limited to:

- How well the complexity of the budget was conveyed in figure 3;
- A question of the 7.55% of international tuition dollars directed to scholarships and bursaries for international students;
- A question of how funding of graduate thesis programs from research dollars was calculated;
- How Equity, Diversity, and Inclusion (EDI) principles could be respected to ensure that programs are protected;
- The importance of transparency and the use of the subvention fund to support programs that may not have access to some budget levers;
- Whether the government would expand the grant funding to cover enrolment growth or whether it would be up to the university;
- The need for space optimization that respected the importance of maintaining Faculty Student Association space to support student life and experience;
- Whether there was potential for student groups to have access to the University Fund; and
- The use of "Faculty Cost Clusters" in attempting to establish how much it costs to educate a student.

9. Question Period

Discussion:

Members asked about safety on campus and preparedness for emergency situations. The Chair committed to bringing an item on "A Culture of Care" to a future meeting.

A member asked whether the university would establish standards around the use of Artificial Intelligence in classes and programs. The Chair noted that the Vice-Provost (Learning Initiatives) was working on this and an update would be provided to APC.

A member asked about space optimization and whether APC would see anything related to their responsibility on facilities. K Peters replied that the Asset Management Master Plan (AMMP) was scheduled to come to APC on October 4.

INFORMATION REPORTS

10. Information Items Forwarded to Committee Members Between Meetings
 - University of Alberta Mail - Documents for Information - IMA and MNIF Report
 - University of Alberta Mail - Equity, Diversity and Inclusion Module

CLOSING SESSION

11. Adjournment
 - Next Meeting of APC: September 20, 2023
 - Next Meeting of GFC: September 18, 2023