

GFC Academic Planning Committee (APC)

Approved Motions

The following Motions and attendant Final Documents were approved by the GFC Academic Planning Committee (APC) at the meeting of Wednesday, March 9, 2011:

Agenda Title: Transfer of the Canadian Institute of Ukrainian Studies (CIUS) to the Faculty of Arts

Motion: That the GFC Academic Planning Committee approve, under delegated authority from General Faculties Council, the proposal to transfer the Canadian Institute of Ukrainian Studies (CIUS) to the Faculty of Arts from the Office of the Vice-President (Research), submitted jointly by the Faculty of Arts and the Office of the Vice-President (Research) and as set forth in Attachment 1, to be effective April 1, 2011.

Final Document: [Item 4](#)

Agenda Title: Bachelor of Science (BSc)/Bachelor of Education (BEd) (Secondary) Combined Degrees Program (Augustana) – Degree Name Change

Motion: THAT the GFC Academic Planning Committee approve, under delegated authority from General Faculties Council, the proposal to change the name of the recently-approved Bachelor of Science (BSc) (Science Education)/Bachelor of Education (BEd) (Secondary) Degrees Programs to the 'Bachelor of Science (BSc)/Bachelor of Education (BEd) (Secondary) Combined Degrees Program (Augustana)', as submitted jointly by Augustana Faculty, the Faculty of Education, and the Office of the Provost and Vice-President (Academic), to take effect upon final approval.

Final Document: [Item 5](#)

OUTLINE OF ISSUE

Agenda Title: **Transfer of the Canadian Institute of Ukrainian Studies (CIUS) to the Faculty of Arts**

Motion: That the GFC Academic Planning Committee approve, under delegated authority from General Faculties Council, the proposal to transfer the Canadian Institute of Ukrainian Studies (CIUS) to the Faculty of Arts from the Office of the Vice-President (Research), submitted jointly by the Faculty of Arts and the Office of the Vice-President (Research) and as set forth in Attachment 1, to be effective April 1, 2011.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Lesley Cormack, Dean, Faculty of Arts; Zenon Kohut, Director, Canadian Institute of Ukrainian Studies (CIUS); George Pavlich, Associate Vice-President (Research); and Lorne Babiuk, Vice-President (Research)
Presenters	Lesley Cormack, Dean, Faculty of Arts; Zenon Kohut, Director, Canadian Institute of Ukrainian Studies (CIUS); and George Pavlich, Associate Vice-President (Research)
Subject	Transfer of the Canadian Institute of Ukrainian Studies (CIUS) to the Faculty of Arts

Details

Responsibility	Vice-President (Research) and the Dean of the Faculty of Arts
The Purpose of the Proposal is (please be specific)	To seek approval from GFC APC to transfer CIUS to the Faculty of Arts from the Office of the Vice-President (Research).
The Impact of the Proposal is	That CIUS will have a new administrative home in the Faculty of Arts.
Replaces/Revises (e.g., policies, resolutions)	N/A
Timeline/Implementation Date	Effective April 1, 2011.
Estimated Cost	N/A
Sources of Funding	CIUS is funded through a combination of operating and endowment funds.
Notes	<p>CIUS was created in 1976 by the Provincial Government and, by 1979, reported to the Dean of Interdisciplinary Studies at the University of Alberta. When that role evolved into the first Associate Vice-President (Research) position, CIUS then reported to the Office of the Vice-President (Research). In 2009, in order to bring the many programs and initiatives of CIUS closer to the related academic and research activities at the University, the three members of the academic staff in CIUS were transferred to the Department of History and Classics in the Faculty of Arts (two were appointed Full Professors and one a Faculty Service Officer (FSO)). Among other things, this change gave the two professorial appointees the opportunity to supervise graduate students; previously, they had been able to serve only as members of supervisory committees.</p> <p>The proposal before GFC APC completes the transfer of CIUS to the Faculty of Arts, where both parties will increase opportunities for expanding academic relationships with students and faculty members working in the Institute's research areas, as well as engagements with communities outside the University.</p> <p>The attached 'Statement of Operating Principles' outlines the working</p>

	relationship between CIUS and the Faculty of Arts in the new administrative structure where CIUS reports to the Dean of Arts. This document is designed to assist with a smooth and seamless transition.
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Alignment/Compliance

Alignment with Guiding Documents	This proposed transfer aligns with the <i>Dare to Discover</i> cornerstones of Learning, Discovery and Citizenship, and Connecting Communities. It also aligns with the <i>Dare to Deliver</i> commitments of Incubating Scholarship, and Community Engagement Near and Far.
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)	<p>1. Post-Secondary Learning Act (PSLA): The <i>PSLA</i> gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs (Section 26(1)). Section 26(1)(o) provides that GFC may make recommendations to the Board of Governors on a number of matters including the budget and academic planning. GFC has thus established an Academic Planning Committee (GFC APC), as set out in the Committee's GFC-approved Bylaws.</p> <p>2. GFC Academic Planning Committee Terms of Reference/3. Mandate of the Committee: "The Academic Planning Committee (APC) is GFC's senior committee dealing with academic, financial and planning issues. As such, it is not only responsible to GFC (or the Board) for the specific matters itemized below, but may also ask to consider or recommend to GFC on any academic issue, including 1) those issues under the purview of other GFC committees, 2) any academic issue related to restructuring, 3) any research-related issue, or 4) issues linked to academic service units where those issues have a significant academic impact. In like manner, the President, Provost and Vice-President (Academic) or other Vice-Presidents may refer any matter to APC for consideration or recommendation to GFC. APC is also responsible to GFC for promoting an optimal learning environment for students and excellence in teaching, research, and graduate studies."</p> <p>3. UAPPOL: Academic Centres and Institutes Operation Procedure: — " [...]</p> <p>3. PROPOSALS FOR MAJOR CHANGES TO ACADEMIC CENTRES OR INSTITUTES</p> <p>All proposals for the renaming of an academic centre or institute, or change in legal status, affiliation or substantial change to strategic direction of a centre or institute shall be submitted to the Academic Planning Committee (APC) for approval."</p>

Routing (Include meeting dates)

Consultative Route (parties who have seen the proposal and in what capacity)	Zenon Kohut, Director, CIUS (February 10 and 17, 2011); Lesley Cormack, Dean, Faculty of Arts (February 10 and 17, 2011); George Pavlich, Associate Vice-President (Research) (February 10 and 17, 2011); Brad Hamdon, General Counsel – February 16, 2011
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Approval Route (Governance) (including meeting dates)	GFC Academic Planning Committee (March 9, 2011) – for final approval
Final Approver	GFC Academic Planning Committee

Attachments:

Attachment 1 (pages 1 – 10): Statement of Operating Principles between Canadian Institute of Ukrainian Studies and Faculty of Arts, signed in February, 2011 and Letters of Support

Prepared by Katharine Moore, Office of the Vice-President (Research) (katharine.moore@ualberta.ca)

STATEMENT OF OPERATING PRINCIPLES

BETWEEN: The Faculty of Arts
 University of Alberta

AND: Canadian Institute of Ukrainian Studies (CIUS)
 University of Alberta

WHEREAS the University of Alberta is a University continued pursuant to the terms of the Post-Secondary Learning Act and seeks to encourage the development and expansion of initiatives among faculties, departments, centres and institutes which enhance the research and create learning opportunities for students and faculty members.

WHEREAS the Faculty of Arts embraces opportunities to work collaboratively to find creative methods of engaging and supporting ethnic communities through research and academic activities.

WHEREAS the Canadian Institute of Ukrainian Studies (CIUS) is a provincially initiated institute with a mandate to foster multiculturalism and provide service to the Ukrainian community by developing three areas: Ukrainian-Canadian studies, Ukrainian studies, and bilingual education.

WHEREAS the CIUS will move from being an institute reporting to the Vice-President (Research) Office to an institute in the Faculty of Arts reporting to the Office of the Dean.

WHEREAS the Faculty of Arts and the CIUS are both committed to look for academic opportunities to work more closely together; increase the level of direct contact between CIUS, interested Arts faculty and graduate students; and formalize the evaluation of CIUS academic staff by including them in the Faculty of Arts' Faculty Evaluation Process (FEC).

NOW THEREFORE this Statement sets out the intent of the working relationship between the parties as follows:

1. NATURE OF THE STATEMENT OF OPERATING PRINCIPLES

This Statement establishes the framework by which the parties will work together once CIUS has moved from the Office of the Vice-President (Research) to the Office of the Dean in the Faculty of Arts effective April 1, 2011. This Statement is not a legally binding contract, but it is a clarification of operating principles.

2. OBJECTIVES

The general intent of this Statement is to accurately reflect and document the agreement on several academic, personnel, and administrative transition issues.

3. COLLABORATIVE PROJECTS

3.1 The Faculty of Arts agrees:

- The CIUS must maintain and uphold its mandate as approved by the General Faculties Council and the Board of Governors in July 1976;
- The academic, administrative and financial structure of CIUS will remain as is during the transition and thereafter, insofar as there are no substantive changes to the Institute's funding model caused by external factors;
- The awarding of student scholarships by CIUS includes, but is not limited to, students of the University of Alberta;
- The awarding of research awards by CIUS includes, but is not limited to, faculty members of the University of Alberta;
- As per letters of appointment dated June 16, 2009, a portion of the Director's and Associate Directors' duties include teaching. With mutual agreement, this teaching may increase over time;
- The Director of CIUS reports to the Vice-Dean for the purposes of evaluation, including the 10% of non-CIUS activities dedicated to the Faculty of Arts;
- Other Directors, Associate Directors, and affiliated faculty associated with the CIUS will be evaluated by the Chair of History & Classics or appropriate home

department, with input from the Director of CIUS, and their cases presented at FEC by the appropriate Chair;

- New hires will be appointed to the appropriate academic department;
- Terms of Reference of all endowments held in CIUS will remain unaltered by this move to the Faculty of Arts;
- The Director of CIUS will obtain one-over-one approval from the Dean of Arts;
- Research contracts entered into by CIUS will be signed off by the Research Facilitator, Faculty of Arts;
- All aspects of the transition to the Faculty of Arts will be worked on collaboratively with the CIUS, Office of the Vice-President (Research), and the Faculty of Arts;
- In principle, the next Director should be chosen through an international search provided that sufficient resources are available.

3.2 The Canadian Institute of Ukrainian Studies agrees:

- The Director will be evaluated and presented to FEC by the Vice Dean with input from the home department. All Associate Directors and affiliated faculty located in Edmonton will be evaluated and presented to FEC by the Chair of History & Classics or appropriate department with input from the director of CIUS. Upon completion of the current Director of CIUS's term, any subsequent appointment within the CIUS organization will be initiated and approved by the incoming Director;
- Directors of CIUS can be from any discipline as long as there is a significant connection to Ukrainian studies; the academic appointment will be made to the appropriate department;
- The transfer to the Faculty of Arts does not involve any additional investment in CIUS at this time. Future discussions of new budget allocations will follow appropriate Arts processes;

- During the transition period, if the Faculty of Arts faces budget cuts, the base budget of the CIUS will not be subject to these cuts.

3.3 The Office of the Vice-President (Research) agrees:

- All appropriate financial, administrative and/or research information related to CIUS that is currently held by the Vice-President (Research) Office will be transferred to the Faculty of Arts;
- To provide continued support to both the Faculty of Arts and CIUS during the move to the Faculty of Arts to ensure a smooth and seamless transition.

4. CONFIDENTIALITY

4.1 Each party acknowledges that in the process of furthering discussions under this Statement it may come into possession of confidential information of the other party. Accordingly, each party agrees that it will only use such confidential information for the purposes of furthering discussions under this Statement and that it will not, without the prior, written consent of the other party, disclose to any third party such confidential information. For the purposes of this Statement, confidential information shall not include information which:

- (a) was in recipient's possession before receipt from discloser;
- (b) is or becomes a matter of public knowledge through no fault of recipient;
- (c) is rightfully received by recipient from a third party without a duty of confidentiality;
- (d) is disclosed by discloser to a third party without a duty of confidentiality on the third party;
- (e) is required to be disclosed under any applicable law or by order of a court.

The receiving party will return the confidential information of the other party upon the termination of this Statement or upon receipt of a written request from the other party.

4.2 The Faculty of Arts and CIUS shall consult with one another prior to the issuance of any press release or public statement relating to this Statement. Such consultation shall include prior notification of a party's intent to issue a press release or public statement accompanied by a copy of the proposed language of such press release or public statement. If a party has a concern with the proposed wording of the other party's press release or public statement, it shall notify the other party immediately and the parties shall work together to ensure that the press release or public statement is acceptable to both parties.

5. COSTS AND EXPENSES

Each party shall bear its own costs and expenses arising from this Statement unless otherwise mutually arranged and agreed to.

6. TERM

6.1 This Statement shall become of force and effect from 1 April 2011 and shall continue in effect until terminated by mutual agreement or pursuant to S. 6.2.

6.2 Termination by either party requires approval of the Office of the Provost and Vice-President (Academic).

7. NOTICES

All notices pursuant to this Statement shall be in writing faxed to the following individuals:

FACULTY OF ARTS

Name: Dr. Lesley Cormack
Position: Dean
Fax: (780) 492-7251
Address: University of Alberta
6-33 Humanities

CANADIAN INSTITUTUE OF UKRAINIAN STUDIES

Name: Dr. Zenon Kohut
Position: Director, CIUS
Fax: (780) 492-4967
Address: University of Alberta
4-30 Pembina

OFFICE OF THE VICE-PRESIDENT (RESEARCH)

Name: Dr. George Pavlich
Position: Associate Vice-President (Research)
Fax: (780) 492-3189
Address: University of Alberta
1-20 University Hall

Notice shall be deemed to be received on the date of delivery if delivered by hand or transmitted by facsimile.

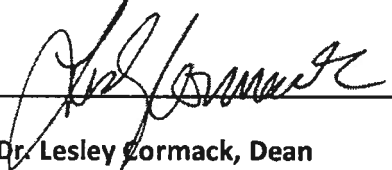
8. FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

The University of Alberta is a public body under the *Freedom of Information and Protection of Privacy Act* of Alberta. The University of Alberta shall ensure that through this Statement and any further agreements as to specific collaborative projects, adherence is made to the requirements of the applicable privacy legislation and attended regulations.

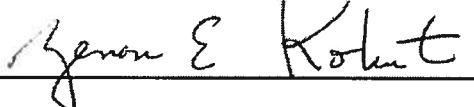
In WITNESS WHEREOF the parties have caused this Statement of Operating Principles to be executed on the dates indicated below.

FACULTY OF ARTS

CANADIAN INSTITUTE OF UKRAINIAN STUDIES



Dr. Lesley Cormack, Dean



Dr. Zenon Kohut, Director

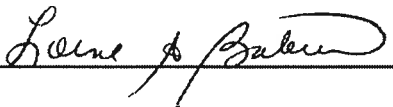
23 Feb, 2011

Date

18 February 2011

Date

OFFICE OF THE VICE-PRESIDENT (RESEARCH)



Dr. Lorne A. Babiuk, Vice-President (Research)

25/02/11

Date



GFC Academic Planning Committee

1 March 2011

Dear Committee Members,

I am writing in support of the transfer of the Canadian Institute of Ukrainian Studies to the Faculty of Arts. The transfer has been initiated in order to meet the current University policy of aligning research units more closely with the University's teaching role. The first step in this direction was taken in 2009, when three members of the CIUS academic staff were transferred to the Department of History and Classics. The completion of the transfer will present an opportunity to bring the various programs and initiatives of CIUS closer to students and faculty in Arts. It is hoped that such interaction will result in greater academic and research vitality for both parties. In addition, the Faculty of Arts should benefit from the very robust community outreach efforts at CIUS, thereby enhancing the Faculty's capacity to deliver such services.

I am pleased that these expanded possibilities and synchronicities can be achieved without sacrificing the unique mandate of CIUS; its interdisciplinary character, which goes beyond the usual confines of Arts (including faculties such as Education and Law); and its organizational structure. The *Statement of Operating Principles* outlining the working relationship between CIUS and the Faculty of Arts in the new administrative structure should promote a seamless transition and ensure that CIUS will be able to deliver its many programs and projects smoothly and efficiently.

Sincerely yours,

Zenon E. Kohut
Director, CIUS



2nd March, 2011

GFC Academic Planning Committee

Dear Committee Members:

Re: Canadian Institute of Ukrainian Studies

I write this letter in support of the proposal to transfer the Canadian Institute of Ukrainian Studies (CIUS) from the Vice-President (Research) Office to the Faculty of Arts. This final phase of the planned transition follows the transfer of CIUS academic staff to the Department of History and Classics in 2009. All such initiatives form part of a laudable attempt to enhance the academic alignment between the programs and initiatives in CIUS and the various congruent research activities in the Faculty of Arts.

The *CIUS/Arts Statement of Operating Principles* outlines in advance an agreed-upon set of principles expressly designed to assist with a seamless administrative transition to the new structure. Considered as a catalyst for greater scholarly interactions amongst faculty members, graduate and undergraduate students, as well as related Centres and Institutes, the proposed transfer also offers academic members in CIUS the opportunity to supervise graduate students. In turn, the Faculties of Arts, Education and Law stand to gain from CIUS's considerable research and education activities, as well as its exceptional community partnerships.

Yours sincerely

George Pavlich (PhD)
Associate Vice-President (Research)

GP/jw



Date: March 3, 2011
To: GFC, Academic Planning Committee
From: Lesley Cormack
Dean
Re: Letter in support of transfer of CIUS to Arts

Dear Committee,

The Faculty of Arts is in full support of this transfer of the Canadian Institute for Ukrainian Studies from the Office of the Vice-President Research to the Faculty of Arts.

There have always been close connections between CIUS and Arts, with several joint research and publishing projects over the years. Arts has a very strong group of Ukrainian and Slavic scholars, particularly in History and Classics and Modern Languages and Cultural Studies, and the move of CIUS to Arts would facilitate further and increased collaboration. This move would also allow greater participation in graduate training and research by the members of CIUS, as well as greater opportunities for graduate students to be involved in CIUS research and publishing endeavours.

The University of Alberta has one of the strongest Ukrainian studies programs in Canada and North America. This move would make this multi-faceted program even more visible and would aid us in our aspiration to be the top Ukrainian program.

LC/sk

Cc: G Bodnar, Director of General Faculties Council Services and Secretary to GFC
K. Moore, Office of the Vice-President (Research)
Z. Kohut, Director, Canadian Institute of Ukrainian Studies

OUTLINE OF ISSUE

Agenda Title: **Bachelor of Science (BSc)/Bachelor of Education (BEd) (Secondary) Combined Degrees Program (Augustana) – Degree Name Change**

Motion: THAT the GFC Academic Planning Committee approve, under delegated authority from General Faculties Council, the proposal to change the name of the recently-approved Bachelor of Science (BSc) (Science Education)/Bachelor of Education (BEd) (Secondary) Degrees Programs to the ‘Bachelor of Science (BSc)/Bachelor of Education (BEd) (Secondary) Combined Degrees Program (Augustana)’, as submitted jointly by Augustana Faculty, the Faculty of Education, and the Office of the Provost and Vice-President (Academic), to take effect upon final approval.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Augustana Faculty and the Faculty of Education (in cooperation with the Office of the Provost and Vice-President (Academic))
Presenter	Colleen Skidmore, Vice-Provost (Academic)
Subject	New name for a recently-approved combined degrees program to be offered between Augustana Faculty and the Faculty of Education.

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	GFC APC approved the BSc (Science Education)/BEd (Secondary) Combined Degrees Program between the Faculty of Education and Augustana Faculty in December, 2009. This proposal to change the name of the program comes about as a result of subsequent consultation with the Campus Alberta Quality Council (CAQC) during the quality review process for the proposed combined degree program. CAQC expressed concern about the name as proposed (BSc (Science Education)/BEd (Secondary) Combined Degrees Program). Specifically, members of CAQC were concerned that the descriptor “Science Education” did not accurately or helpfully describe the educational experience that the students would be receiving, especially given that students in the program will major in a number of specific science teaching areas such as Biology, Chemistry, Mathematical Sciences, <i>et cetera</i> . After consultation with the Deans of the Faculties concerned, all parties agreed that the name ‘Bachelor of Science (BSc)/Bachelor of Education (BEd) (Secondary) Combined Degrees Program (Augustana)’ better aligned with other combined degree nomenclature at the University, such as the Bachelor of Physical Education (BPE)/Bachelor of Education (BEd) (Secondary) Combined Degrees Program.
The Impact of the Proposal is	Minimal.
Replaces/Revises (eg, policies, resolutions)	The previously approved program name BSc (Science Education)/BEd (Secondary) Combined Degrees Program.
Timeline/Implementation Date	Upon final approval. It is anticipated that the program will be implemented for September, 2011.
Estimated Cost	N/A
Sources of Funding	N/A
Notes	In a letter dated February 16, 2011, Acting Minister (Advanced Education



	and Technology) Iris Evans formally approved this program for implementation in September, 2011.
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Alignment/Compliance

<p>Alignment with Guiding Documents</p>	<p>This proposal specifically addresses one of the nine themes of the University's Academic Plan – <i>Dare to Deliver</i> – viz rural engagement. While it clearly has the potential to address all four areas of commitment identified in that document, it particularly focuses on the third of these – community engagement near and far. The Plan identifies two dimensions to such engagement: 1) cultivating relationships between the University of Alberta and external communities and 2) building cohesion across Faculties and geographically-separated campuses within the University. The aforementioned combined degrees program will contribute significantly on both fronts.</p>
<p>Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)</p>	<p>1. Post-Secondary Learning Act (PSLA): The <i>PSLA</i> gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs (Section 26(1)). Further, the <i>PSLA</i> gives the Board of Governors authority over certain admission requirements and rules respecting enrolment (Section 60(1)(c) and (d)). The Board has delegated its authority over admissions requirements and rules respecting enrolment to GFC. GFC has thus established an Academic Standards Committee (ASC).</p> <p>GFC may make recommendations to the Board of Governors on a number of matters including the budget and academic planning (Section 26(1)(o)). GFC delegates its power to recommend to the Board on the budget and on new or revised academic programs to the GFC Academic Planning Committee (APC).</p> <p>2. PSLA: The <i>PSLA</i> gives Faculty Councils power to “provide for the admission of students to the faculty” (29(1)(c)).</p> <p>3. PSLA: The <i>PSLA</i> gives Faculty Councils the authority to “determine the programs of study for which the faculty is established” (Section 29(1)(a)); to “provide for the admission of students to the faculty” (Section 29(1)(c)); and to “determine the conditions under which a student must withdraw from or may continue the student’s program of studies in a faculty” (Section 29(1)(d)).</p> <p>4. GFC Academic Planning Committee Terms of Reference/Mandate: GFC delegated the following to GFC APC, the Provost and Vice-President (Academic), and the Dean of the Faculty of Graduate Studies and Research (FGSR):</p> <p>“Existing Undergraduate and Graduate Programs:</p> <ul style="list-style-type: none"> - Extension and/or Substantive Revision of Existing Programs - Revisions to or Extension of Existing Degree Designations <p>All proposals for major changes to existing undergraduate and graduate programs (eg, new degree designation, new curriculum) shall be submitted to the Provost and Vice-President (Academic).</p> <p>[...]</p>

	<p>The Provost and Vice-President (Academic), after consultation with relevant Offices, committees or advisors[,] will place the proposal before APC. APC has the final authority to approve such proposals unless, in the opinion of the Provost and Vice-President (Academic), the proposal should be forwarded to GFC with an attendant recommendation from APC. [...]” (3.13.)</p> <p>5. PSLA: “The Campus Alberta Quality Council may inquire into and review any matter relating to a proposal to offer a program of study leading to the granting of an applied, baccalaureate, master’s or doctoral degree other than a degree in divinity.” (Section 109(1))</p>
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Routing (Include meeting dates)

Consultative Route (parties who have seen the proposal and in what capacity)	Campus Alberta Quality Council; Augustana Faculty; Faculty of Education; Faculty of Science; Colleen Skidmore, Vice-Provost (Academic)
Approval Route (Governance) (including meeting dates)	GFC Academic Planning Committee (March 9, 2011) – for final approval
Final Approver	GFC Academic Planning Committee

No attachments.

Prepared by: Kathleen Brough, Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic) (kathleen.brough@ualberta.ca)