

General Faculties Council
Academic Planning Committee
Approved Minutes

Wednesday, September 28, 2011
3-15, UHALL
2:00 pm – 4:00 pm

ATTENDEES:

Carl Amrhein (Chair), Renée Elio (Delegate), Phyllis Clark, Rory Tighe, Roy Coulthard, Deanna Williamson, Ernie Ingles, Joanna Harrington, Christina Rinaldi, Loren Kline, Keith McKinnon, Marc Arnal, Susan Barker, Nathan Andrews, Jessica Zvonkovic, Gerry Kendal, Ed Blackburn, Bill Connor (Observer), Garry Bodnar (Coordinator and Scribe)

PRESENTERS AND GUESTS:

Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Academic Planning Committee
Phyllis Clark, Vice-President (Finance and Administration)
Pat Schultz, Associate Registrar and Director of Enrolment Management, Office of the Registrar and Student Awards
Atul Humar, Associate Professor, Department of Medicine, and Director, Transplant Infectious Diseases
Gerry Kendal, Vice-Provost and University Registrar
Verna Yiu, Interim Dean, Faculty of Medicine and Dentistry

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Kline/Coulthard

THAT the GFC Academic Planning Committee approve the Agenda.

CARRIED

2. Approval of the Minutes of September 14, 2011

Materials before members are contained in the official meeting file.

Motion: Arnal/Ingles

THAT the GFC Academic Planning Committee approve the Minutes of September 14, 2011.

CARRIED

3. Comments from the Chair (no documents)

The Chair commented on a number of items of interest to members.

ACTION ITEMS

4. Faculty of Medicine and Dentistry's Proposed Alberta Institute for Transplant Sciences (AITS)

Materials before members are contained in the official meeting file.

Presenters: Verna Yiu, Interim Dean, Faculty of Medicine and Dentistry; Atul Humar, Associate Professor, Department of Medicine, and Director, Transplant Infectious Diseases

Purpose of the Proposal: To build, with the establishment of the Alberta Institute for Transplant Sciences (AITS), a world-class academic transplant program at the University of Alberta that is second to none and to achieve global impact with respect to the tri-partite goals of cutting-edge research, exemplary patient care, and highly sought-out educational opportunities.

Discussion:

Interim Dean of the Faculty of Medicine and Dentistry Verna Yiu introduced the proposal to members and, in doing so, provided detail with respect to the rationale underlying and background relevant to this important initiative. She noted that the area of transplantation was a particular strength of the Faculty of Medicine and Dentistry and had considerable impact throughout the Province of Alberta and other regions in Western Canada. The proposed establishment of AITS would bring together a number of partners, including complementary faculty in other University units, resulting in a synergy that would greatly advance this field of study and research. She concluded her remarks by stating the University of Alberta had the second largest program in transplantation and associated fields in Canada, second only to the program at the University of Toronto.

Atul Humar, Director, Transplant Infectious Diseases, Faculty of Medicine and Dentistry, then provide additional commentary on the proposal before members. He indicated there were many up-and-coming faculty in the field of transplantation and, if and when brought together under the banner of AITS, would foster, in his opinion, its significant growth and development, including the generation of financial resources to support research and other academic pursuits. He noted there was, as well, a significant number of senior academics in this field at the University of Alberta who would certainly mentor their junior colleagues. He stated that the collective vision for AITS would lead to this institute being one of the top transplant institutes in the world.

During the ensuing discussion, the presenters addressed questions and comments from members regarding the following matters: detail on the change management strategy relevant to and buy-in from faculty members participating in AITS; the need for proposers of initiatives such as this to specifically reference, as appropriate, those elements of the University's current Academic Plan that are of relevance to the proposal; clarification on the resource planning and budget associated with AITS, particularly on a go-forward basis; the sources of revenue for AITS, where responsibility for monitoring the progress made in building on the revenue base will reside, and the systems in place to ensure there are no over expenditures; the suggested need for open and transparent search/selection processes associated with the key senior administrative positions in the Institute; clarity on how one becomes a member of AITS; and on the difference between the term "transplant science" versus "transplantation science."

Motion:

THAT the GFC Academic Planning Committee approve, under delegated authority from General Faculties Council, the proposal submitted by the Interim Dean of the Faculty of Medicine and Dentistry for the formal establishment of the Alberta Institute for Transplant Sciences (AITS), to be housed in the Faculty of Medicine and Dentistry at the University of Alberta, as set forth in Attachment 1, to be effective upon final

approval.

CARRIED

DISCUSSION ITEMS

5. Annual Report on Enrolment from the Vice-Provost and University Registrar

Materials before members are contained in the official meeting file.

Presenters: Gerry Kendal, Vice-Provost and University Registrar; Pat Schultz, Associate Registrar and Director of Enrolment Management, Office of the Registrar and Student Awards

Purpose of the Proposal: Annual reporting of admission averages, targets and enrolment by Faculty, as required by GFC policy. In addition to reporting on the 2010-2011 year, the Office of the Registrar also has submitted reports past due for the 2007-2008, 2008-2009, and 2009-2010 years.

Discussion:

Gerry Kendal, Vice-Provost and University Registrar, introduced the above-noted reports to members by stating the reporting of enrolment numbers to GFC and the Board of Governors was intended to be an annual event; he noted that his Office had undertaken to provide reports on periods previously missed in this annual reporting cycle and would ensure that this reporting was, in fact, carried out on an annual basis. In turn, he spoke to each of the reports included in the material before members, highlighting various elements contained therein. Upon completing his review of the reports, he entertained questions from members.

During the ensuing discussion, the presenters addressed questions and comments from members regarding the following matters: clarification on why there appeared an under-enrolment of students in certain Faculties that had higher admission averages; clarification on the apparent static Canadian citizenship enrolment figures over the past three-year period and whether or not this was intentional on the part of the University; the impact decreasing high school enrolments had on the University of Alberta's applicant pool; the effects the state of the economy, new Provincial universities come 'on stream', and a range of other societal factors were having on the University's enrolment numbers; the differences between the 'minimum admission averages' and the 'minimum high school averages' and the story this difference told with respect to the high quality of students enrolling at the University of Alberta; the rate of growth of the Aboriginal student population over a period that extended beyond the three-year period noted in the reports before members and whether or not this growth was being tracked over the longer term; the number of students who enter the University directly from high school *versus* those who transfer to the University from other post-secondary institutions; the success Augustana Faculty was having in both the recruitment and retention of Aboriginal students, particularly those who were coming to Camrose from northern communities; the effect of Aboriginal self identification on the enrolment numbers; clarification on the ratio of faculty to classroom size and whether or not this information could be included in future enrolment reporting; and the methodology associated with determining the annual enrolment targets for each Faculty. With regard to this final point, Dr Amrhein provided detail to members on the methodology employed and the negotiations that take place between his Office, the Deans, and representatives of the Ministry of Advanced Education and Technology (AET) to bring about the annual enrolment targets members see represented in these reports. He noted these processes were complicated and resulted from a series of complex pressures.

6. Information Session on the University Budget 2011/2012 Preliminary Forecast

There were no documents.

Presenters: Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Academic Planning Committee; Phyllis Clark, Vice-President (Finance and Administration)

Purpose of the Proposal: For discussion/information; this presentation on the state of the University's budget for both the current and succeeding fiscal years is an annual event, normally provided to members of GFC APC at one of the Committee's two September meetings.

Discussion:

By means of PowerPoint presentation, Provost Carl Amrhein provided detail to members on the current financial picture for the University of Alberta. He reviewed, in turn, each of the following points:

- The Provincial Outlook and Economic Drivers for the Province of Alberta's Economy
- The University's Budget: Operating *versus* Consolidated
- The Context for the Institutional Budget – Priorities, Reductions, Administrative Efficiencies, Sensitivities
- Detail on the University's Consolidated Budget (Expenses over Revenues)
- Detail on the University's Operating Budget (Expenses over Revenue)
- Looking Forward to the Budget for 2012-2013 (Revenue Forecasts and Expenditures Forecasts)
- Institutional Enrolment Growth (*versus* Inflation) for the Period 1992-2011
- Historical Short-Term Interest Rates
- Detail on the University's Unitized Endowment Pool (UEP)

Dr Amrhein provided members with an update, as well, on the anticipated timeline with regard to the approval of the 2012-2013 institutional Budget.

During the ensuing discussion, the presenters addressed questions and comments from members regarding the following matters: the possible cascading effects envelope funding provided by the Provincial Government would have on the University's operating budget; and the possible effects the outcome of the current Provincial Progressive Conservative leadership race would have generally on the post-secondary educational sector in Alberta and, specifically, its effects on the University of Alberta.

7. Question Period

There were no questions.

INFORMATION ITEMS

8. Items Approved by the GFC Academic Planning Committee by E-Mail Ballots

There were no items to date.

9. Information Items Forwarded to Committee Members Between Meetings

Name Change from Office of the Registrar and Student Awards to Office of the Registrar (E-Mailed to Members on September 23, 2011)

CLOSING SESSION

10. Adjournment

The Chair adjourned the meeting at 3:50 pm.