



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Academic Planning Committee
Approved Open Session Minutes

Wednesday, September 23, 2015
2-31 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Voting Members:

Steven Dew	Chair, Provost and Vice-President (Academic)
Lorne Babiuk	Member, Vice-President (Research)
Scott Campbell	Member, Undergraduate Student at-Large
Philip Stack (Delegate)	Member, Vice-President (Finance and Administration)
Nadir Erbilgin	Member, Academic (A1.0) Staff-at-large
Lise Gotell	Member, Academic Staff, Member of GFC
Fahim Rahman (Delegate)	Member, President of the Students' Union
Loren Kline	Member, Academic (A1.0) Staff-at-large
Pierre-Yves Mocuquais	Member, Dean Representative
Colin More	Member, President of the Graduate Students' Association
Steve Patten	Member, Academic Staff, Member of GFC
Jeremy Richards	Member, Academic Staff, Member of GFC

Non-Voting Members:

Lisa Collins	Member, Vice-Provost and University Registrar
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Presenter(s):

Lisa Collins	Vice-Provost and University Registrar
Steven Dew	Provost and Vice-President (Academic) and Chair, GFC APC
Kelty Heck	National Recruitment Lead, Office of the Registrar
Philip Stack	Associate Vice-President (Risk Management Services)

Staff:

Meg Brolley, Coordinator, GFC Academic Planning Committee
Marion Haggarty-France, University Secretary
Andrea Patrick, Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Presenter: Steven Dew, Provost and Vice-President (Academic) and Chair, GFC APC

Motion: Kline/Erbilgin

THAT the GFC Academic Planning Committee Approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of September 9, 2015

Materials before members are contained in the official meeting file.

Presenter: Steven Dew, Provost and Vice-President (Academic) and Chair, GFC APC

Motion: Richards/Kline

THAT the GFC Academic Planning Committee approve the Minutes of September 9, 2015

CARRIED

3. Comments from the Chair

There were no comments.

ACTION ITEMS

4. Proposed Changes to the Admission Decision Process Related to Self-Recorded Grades for High School Applicants, Office of the Registrar

Materials before members are contained in the official meeting file.

Presenter(s): Lisa Collins, Vice-Provost and University Registrar; Kelty Heck, National Recruitment Lead, Office of the Registrar

Purpose of the Proposal: To approve proposed changes which will allow students to self-record grades (i.e. manually input data found on official high school transcripts, or upload an official document, directly into the application for admission) in order to be considered for admission. The changes also emphasize that students must submit final and official transcripts by the document deadline. The changes would be implemented in the 2015-2016 academic year and published in the 2016-2017 University Calendar.

Discussion:

Ms Collins reported that this proposal has been extensively vetted across the Faculties, and has been reviewed by the GFC Academic Standards Committee (ASC) as well as the GFC ASC Subcommittee on Standards (SOS).

She explained that the proposal includes changes which will allow students to self-record grades directly into applications for admission, adding that official transcripts will still be required by the document deadline specified. She reported that this will allow the University of Alberta to extend offers of admission earlier. She clarified that 70-75% of self-recorded grades will receive some scrutiny and 10%-15% will receive additional scrutiny, and she noted that a statement about the consequences of misrepresenting grades has been included within the current proposal.

Members, during the discussion in relation to this proposal, expressed several comments and questions. It was confirmed that this proposal is part of the ten point enrolment plan designed to speed up offers. It was

also noted that many other Canadian universities use such a process including UBC, McGill, Calgary and Toronto. On the question of how much time will be saved, Ms Collins noted that saving from a couple of weeks to a month was anticipated. Regarding whether students will have a specific window in which to enter grades into the system, it was explained that students can re-enter the application system at a later date to add final grades once received.

Motion: Patten/Richards

THAT GFC Academic Planning Committee approve, under delegated authority from General Faculties Council, the proposed changes to the Admission Decision Process related to Self-Recorded Grades for High School Applicants, as submitted by the Office of the Registrar and as set forth in Attachment 1, for implementation in 2015-16 (with publication in the University Calendar in 2016-17).

CARRIED

5. Proposed changes to the GFC Academic Planning Committee Terms of Reference

Materials before members are contained in the official meeting file.

Presenter: Steven Dew, Provost and Vice-President (Academic) and Chair, GFC APC

Purpose of the Proposal: To propose amendments to the Terms of Reference for the GFC Academic Planning Committee (APC).

Discussion:

The Chair provided members with a brief summary of the proposal, noting that the changes include official recognition of the Deputy Provost as a non-voting, resource member and to clarify that the GFC Academic Planning Committee would have GFC delegated authority to approve proposals for the establishment of certificates, regardless of the proposing academic unit, only in cases where additional funding and/or space is required. He clarified that this will go before General Faculties Council (GFC) for final approval.

There was no further discussion.

Motion: Kline/Erbilgin

THAT GFC Academic Planning Committee recommend to the GFC Executive Committee proposed revisions to the GFC APC Terms of Reference as set forth in Attachment 1, to take effect upon final approval.

CARRIED

DISCUSSION ITEMS

6. Update on the University of Alberta Budget

Presenter(s): Steven Dew, Provost and Vice-President (Academic) and Chair, GFC APC; Philip Stack, Associate Vice-President (Risk Management Services)

Purpose of the Proposal: For information/discussion.

Discussion:

Mr Stack noted that in preparation of the annual budget update, to be presented at the first meeting of General Faculties Council (GFC), he is presenting the current budget forecast with members, to elicit feedback and commentary before taking it to full GFC. He stated that the presentation includes information

on what was forecasted in the 2015 Comprehensive Institutional Plan (CIP), changes to the forecast as a result of Bill 3, and what is being forecasted for 2015-16.

Utilizing a PowerPoint presentation, Mr Stack reported on the University of Alberta Budget, beginning with what was approved as per the 2015 CIP. He then provided members with a summary of information on the institutional structure, both revenue and expenses; consolidated budget projections, highlighting specifically unrestricted net assets; CIP budget assumptions and sensitivities; how Bill 3 will impact tuition and the Campus Alberta grant, as well as the impact of Bill 3 on the budget; offsets to Bill 3 base funding; one time funding; other budget risks and considerations, including the price of oil, Campus Alberta grant adjustment, fiscal estimates, and strategic plan initiatives. He reported that going forward, the academy will identify high priority one-time funding areas for investment.

The Chair invited members to comment on the material as well to make suggestions for the GFC presentation.

Members provided several points of commentary, including, but not limited to: whether notes may assist members in understanding the data; clarification as to why the university seems to always spend all available funding; whether new revenue-generation initiatives have been factored into the budget information; clarification on how international enrolment impacts the budget; whether the PowerPoint slides can be made available to members of GFC before the meeting; a suggestion to add more narrative around the presentation of the financial data; clarification regarding how the academy will determine priority projects for investments; that the funding increase does not put the university ahead, and that it allows the university to basically break even; a suggestion to include details about contingency plans that the university might have, in the event that one of the assumptions falls through; clarification regarding the governance approval process for the budget; clarification regarding who makes the final decision regarding the selection of the priority projects for investment; that the presentation should clearly explain the one-time funding section.

Mr Stack confirmed that the Provost will lead the discussion regarding the identification of high priority areas for investment.

The Chair noted that he would consider making the slides available to members prior to the GFC meeting.

7. Question Period

There were no questions.

INFORMATION REPORTS

8. FGSR - Report on Second Level Specializations Approved by the Dean with Delegated Authority

Materials before members are contained in the official meeting file.

9. Items Approved by the GFC Academic Planning Committee by e-Mail Ballots

There were no items.

10. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

11. Adjournment

The Chair adjourned the meeting at 3:00 p.m.