



General Faculties Council
Academic Planning Committee
Approved Open Session Minutes

Wednesday, October 25, 2017
2-31 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Steven Dew, Chair
Roger Moore, Vice-Chair
Jason Acker
Benjamin Angus
Marina Banister
Darcy Bemister
Katy Campbell
Susan Hamilton (delegate)
Shannon Erichsen

Florence Glanfield
Christopher Mackay
Jerine Pegg
Babak Soltannia
Eleni Stroulia
Non-voting:
Lisa Collins

REGRETS:

Gitta Kulczycki
Sarah Stahlke

STAFF:

Meg Brolley, Coordinator
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.

Motion: Banister/Moore

THAT the GFC Academic Planning Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of October 11, 2017

Materials before members are contained in the official meeting file.

Motion: Stroulia/Acker

THAT the GFC Academic Planning Committee approve the Minutes of October 11, 2017.

CARRIED

3. Comments from the Chair

The Chair reported that there have been no updates from the province on the tuition and funding model reviews.

ACTION ITEMS

4. Proposal for substantive revisions to the curriculum of the Master of Public Health (MPH) in the School of Public Health, Faculty of Graduate Studies & Research

Materials before members are contained in the official meeting file.

Presenter(s): Deborah Burshtyn, Associate Dean, Faculty of Graduate Studies and Research (FGSR); Jeffrey Johnson, Associate Dean, Education, School of Public Health; Ruth Wolf, Practicum Program Director, School of Public Health

Purpose of the Proposal: The proposed calendar changes represent a restructuring of the core curricula across all seven of our current MPH degree programs. This involves a replacement of the current common core courses required for all MPH degree programs with a set of newly developed common core courses, and consequent revision of specialization requirements.

Discussion:

Dr Burshtyn noted that this proposal represents an overhaul for the program requirements for second level specializations in the Master of Public Health and that it is structured around outcomes and competencies. She also noted that this is a good example of how

Dr Johnson noted that the redesign allows for a common core curriculum for all of the second level specializations that integrates these specializations and provides more interdisciplinary training. The program aims to prepare public health practitioners for a clinical environment. Dr Wolfe confirmed that equity and social justice are core values in public health and that Aboriginal health and marginal populations would be included in the courses.

During the discussion, the importance of indigenous health was acknowledged and was being integrated into the core courses currently in development.

Members expressed additional questions in relation to fees, terms, and the removal of certain courses in the redesign. It was also noted that the proposal represents a good example of program design.

Motion: Acker/Campbell

THAT the GFC Academic Planning Committee approve, under delegated authority from General Faculties Council, the proposal for revisions to the curriculum of the Master of Public Health (MPH) in the School of Public Health as proposed by the Faculty of Graduate Studies & Research, and as set forth in Attachment 1, to be effective for admissions to Fall 2018.

CARRIED

5. Proposal for Substantive Changes to the Undergraduate Nursing Curriculum, Faculty of Nursing

Materials before members are contained in the official meeting file.

Presenter(s): Greta Cummings, Dean, Faculty of Nursing; Olive Yonge, Vice-Dean; Faculty of Nursing; Sandra Davidson, Associate Dean (Undergraduate Programs), Faculty of Nursing

Purpose of the Proposal: To discuss and approve substantive changes to the Undergraduate Nursing program, the proposed transition plans (cross-walks), and the associated admissions and academic standing calendar changes for these program changes.

Discussion:

Dean Cummings reported that this proposal represents two years of planning and extensive development culminating in over one hundred recommendations for the new curriculum.

Dr Davidson provided an overview to the committee noting that the changes are student-focused and meet the Canadian Association of Schools of Nursing (CASN) accreditation standards and comply with competencies

required by the College and Association of Registered Nurses of Alberta (CARNA). Dr Davidson explained that the new program aims to develop nurse leaders who can facilitate change in a clinical setting.

Dr Yonge explained that a cross-walk program has been developed for students who entered the program in the fall of 2017 which will allow them to move into year two of the new programs in the fall of 2018.

Members, during the discussion, commended the presenters for their inclusion of indigenous health.

Members sought clarification regarding the length of the program, the changes to academic performance, and a member suggested an editorial amendment to the calendar wording in the proposal.

Motion: Glanfield/Hamilton

THAT the GFC Academic Planning Committee approve, with delegated authority from General Faculties Council, proposed changes to the Undergraduate Nursing Curriculum, as proposed by the Faculty of Nursing, and as set forth in Attachment 1, to take effect Fall 2018.

CARRIED

DISCUSSION ITEMS

6. Learning Moment: Program Budgets contained in Academic Program Proposals

Materials before members are contained in the official meeting file.

Presenter(s): Chad Schulz, Director, Integrated Finance Services; Edith Finczak, Director, Academic Budget & Planning; Tammy Hopper, Vice-Provost (Programs)

Purpose of the Proposal: To brief the GFC Academic Planning Committee on how program budgets are being drafted to satisfy the requirements of the Ministry of Advanced Education for proposed degree, certificate and diploma programs.

Discussion:

Dr Hopper reported that the Ministry of Advanced Education has revised their program templates to include a detailed budget section and is requesting more information about program-level budgets. She noted that the Provost Office is working with units to develop this information as the university does not allocate funding or track expenditure at the program level. Ms Finczak reviewed the methodology utilized to develop program-level budgets and the assumptions made.

Members discussed direct and indirect costs, the challenges in allocating faculty time to a specific program, how to distinguish research and teaching activities, and service teaching. A member stated that this data should not be used as hard evidence of revenues and costs.

The Chair clarified that this formula is not being used to make internal institutional budget decisions and that government reviews this information through a program lens as opposed to a departmental one.

7. Proposed Changes to the GFC Academic Planning Committee (APC) Terms of Reference

Materials before members are contained in the official meeting file.

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

Purpose of the Proposal: To discuss amendments to the GFC Academic Planning Committee (APC) terms of reference.

Discussion:

The Chair led members through the current committee terms of reference. A member suggested that the Deputy Provost should be added as a non-voting member. While it was noted that the Deputy Provost can attend as the Provost's delegate, there was general agreement by the committee that the Deputy Provost could be a non-voting member.

It was noted that information technology was missing from governance, even though IT impacts research, teaching and other scholarly activities. The Chair indicated that there are administrative committees that discuss IT governance and that further clarity on this item would be developed and brought back to members for further discussion.

During the discussion on the proposed move of college programming from APC to the GFC Academic Standards Committee (ASC), it was noted that more consultation with the Dean of Faculté Saint-Jean was needed.

During the discussion, members enquired about the role of the member appointed by Chairs' Council, the difference between administrative committees and governance committees, APC's role in quality assurance, the term "school", and the manner in which fees and new fees are routed through governance.

The Chair reported that this item would be included on future agendas for further discussion.

8. Update on the Budget

There were no documents.

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

Purpose of the Proposal: For information/discussion.

Discussion:

The Chair reported on the recent announcement of an anticipated 4% reduction in base budget allocations for 2018-19 followed by projected 2.5% reductions for both 2019-20 and 2020-21. This is based on assumptions of no increase to the Campus Alberta Grant or tuition. Members discussed specific program cuts rather than across-the-board cuts as well as the impacts of this on Faculties.

The Chair noted the current structural deficit, previous reliance on investment income for base funds, and cost challenges related to external contracts, minimum wage changes, and exchange rates. He also discussed the planning framework, the budget model, and multi-year forecasting. The Chair noted that there would be a town hall on the planning framework on November 9 and that there would be further discussion on this item at the November 8 meeting of APC.

9. Question Period

There were no questions.

INFORMATION REPORTS

10. Items Approved by GFC Academic Planning Committee by e-mail Ballots

There were no items.

11. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

12. Adjournment

The Chair adjourned the meeting at 4:10 p.m.