



General Faculties Council
Academic Planning Committee
Approved Open Session Minutes

Wednesday, April 18, 2018
2-31 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Steven Dew, Chair
Jason Acker
Marina Banister
Darcy Bemister
Katy Campbell
Walter Dixon
Shannon Erichsen
Florence Glanfield
Gitta Kulczycki

Roger Moore, Vice Chair
Jerine Pegg
Babak Soltannia
Sarah Stahlke
Non-voting:
Lisa Collins

REGRETS:
Christopher Mackay

Eleni Stroulia

STAFF:

Meg Brolley, Coordinator
Marion Haggarty-France,
University Secretary
Cheryl Trepanier, Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Moore/Acker

THAT the GFC Academic Planning Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of March 14, 2018

Materials before members are contained in the official meeting file.

Motion: Glanfield/Moore

THAT the GFC Academic Planning Committee approve the Minutes of March 14, 2018.

CARRIED

3. Comments from the Chair (no documents)

The Chair indicated that the budget and capital plan were approved by the Board of Governors, followed the next week by the provincial budget. He noted that discussions were taking place regarding the divergence of the budget assumptions and the provincial budget announcement.

The Chair noted that the fourteen honorary degree recipients for spring convocation had been announced.

The Chair announced the appointment of Shanthi Johnson as the new Dean of Public Health; Bob Haennel as the Dean of Rehabilitation Medicine; and noted that Deborah Burshtyn would serve as Interim Vice-Provost and Dean of the Faculty of Graduate Studies and Research upon the departure of Heather Zwicker in August.

ACTION ITEMS

4. Proposal from the Faculty of Graduate Studies & Research for a New Post-Baccalaureate Certificate in Sport and Recreation Management, Faculty of Kinesiology, Sport, and Recreation.

Materials before members are contained in the official meeting file.

Presenter(s): Deborah Burshtyn, Vice Dean, Faculty of Graduate Studies and Research (FGSR); Kerry Mummery, Dean; Christine Ma, Assistant Dean; Jill Cameron, Project Manager; Faculty of Kinesiology, Sport, and Recreation

Purpose of the Proposal: The focus of the Sport and Recreation Management Post-Baccalaureate Certificate (PBC) is enhancing management and leadership skills in the fields of recreation, sport, community services and health that ultimately enhance the quality of life of individuals and communities through the provision of recreation, sport, and health programs, services, and facilities as well as increase the organizational effectiveness of sport and recreational organizations or entities.

The program will be delivered on-line and will consist of 4 courses valued at 3 credits each (12 credits total). The certificate will use both synchronous and asynchronous teaching modalities to create interactive and supportive communicates of learning.

During the first offering of the certificate, enrolment in courses will be restricted to students who are admitted to the post-baccalaureate certificate. This arrangement will be reviewed on an annual basis.

Discussion: Dean Mummery indicated that the Sport and Recreation Management Post-Baccalaureate Certificate (PBC) would be offered on-line to domestic and international students on a full cost recovery basis. Assistant Dean Ma added that the certificate would take advantage of the ability to ladder into a master's program, admission would align with FGSR admissions requirements, and a minimum of one year professional experience and a letter of intent would also be required. He further noted that advisory and content oversight committees had been established.

In response to questions, the presenters indicated that this certificate and the Post-Baccalaureate Certificate in Indigenous Sport and Recreation would not overlap. They noted that the PBC in Indigenous Sport and Recreation was a cohort-based model intended to build community and that it was offered in conjunction with the Faculty of Native Studies. They noted that Indigenous issues would be integrated into this certificate at the Faculty level with an inclusivity and diversity focus incorporated into course content, consistent with current practices in the Faculty. A member encouraged the proponents to highlight this in their materials.

Members commented on: English preparation and supports for international students; enrolment levels required for program sustainability; scalability of courses and program quality; target populations; course instructors; and challenges to keeping online material current.

Motion: Campbell/Dixon

THAT the GFC Academic Planning Committee, with delegated authority from General Faculties Council, recommend that the Board of Governors approve a new Post-Baccalaureate Certificate in Sport and Recreation Management, as recommended by the GFC Academic Standards Committee, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Kinesiology, Sport, and Recreation, and as set forth in Attachment 1, to take effect September 2019.

CARRIED

5. Proposal for the Termination of the Bachelor of Arts and Bachelor of Arts (Honors) in: Italian Studies:

Russian Language and Literature; Ukrainian Folklore; Ukrainian Language and Literature; French and Italian; German and Scandinavian; Italian and Spanish; Russian and Ukrainian, Faculty of Arts

Materials before members are contained in the official meeting file.

Presenter(s): Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts

Purpose of the Proposal: Approval of the proposed termination of the Bachelor of Arts and Bachelor of Arts (Honors) in: Italian Studies; Russian Language and Literature; Ukrainian Folklore; Ukrainian Language and Literature; French and Italian; German and Scandinavian; Italian and Spanish; Russian and Ukrainian

Discussion: Dr Nagel indicated that, for the next four items, admission had been suspended since 2014 and that all students have either completed their programs or would be convocating in June 2018. A member enquired about consultation with Students' Union representatives.

Motion: Glanfield/Ericksen

THAT the GFC Academic Planning Committee recommend to General Faculties Council the termination of the Bachelor of Arts and Bachelor of Arts (Honors) in: Italian Studies; Russian Language and Literature; Ukrainian Folklore; Ukrainian Language and Literature; French and Italian; German and Scandinavian; Italian and Spanish; Russian and Ukrainian to take effect upon final approval.

CARRIED

6. Proposal for the Termination of the Bachelor of Arts Individualized Major and Minor, Faculty of Arts

Materials before members are contained in the official meeting file.

Presenter(s): Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts

Purpose of the Proposal: Approval of the proposed termination of the Bachelor of Arts Individualized Major and Minor.

Discussion: There was no further discussion.

Motion: Acker/Moore

THAT the GFC Academic Planning Committee recommend to General Faculties Council the termination of the Bachelor of Arts Individualized Major and Minor to take effect upon final approval.

CARRIED

7. Proposal for the Termination of the Bachelor of Arts, Bachelor of Arts (Honors), and the Certificate in Middle Eastern and African Studies (MEAS), Faculty of Arts

Presenter(s): Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts

Purpose of the Proposal: Approval of the proposed termination of the Bachelor of Arts, Bachelor of Arts (Honors), and the Certificate in Middle Eastern and African Studies (MEAS).

Discussion: There was no further discussion.

Motion: Glanfield/Moore

THAT the GFC Academic Planning Committee recommend to General Faculties Council the termination of the Bachelor of Arts, Bachelor of Arts (Honors), and the Certificate in Middle Eastern and African Studies (MEAS) to take effect upon final approval.

CARRIED

8. Proposal for the Termination of the Bachelor of Music routes of Music History, School Music, and World Music, Faculty of Arts

Materials before members are contained in the official meeting file.

Presenter(s): Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts Rebecca Nagel

Purpose of the Proposal: Approval of the proposed termination of the Bachelor of Arts Individualized Major and Minor.

Discussion: There was no further discussion.

Motion: Glanfield/Ericksen

THAT the GFC Academic Planning Committee recommend to General Faculties Council the termination of the Bachelor of Music routes of Music History, School Music, and World Music to take effect upon final approval

CARRIED

DISCUSSION ITEMS

9. Graduate Student Enrolment Report 2017-18

Materials before members are contained in the official meeting file.

Presenter(s): Deborah Burshtyn, Vice Dean, Faculty of Graduate Studies and Research

Purpose of the Proposal: To discuss the 2017-18 report on graduate enrolment. Provide the institution with graduate enrolment information for awareness and to aid in future planning.

Discussion:

Dr Burshtyn presented the Graduate Student Enrolment Report 2017-18. She noted the diversity of the graduate student population in terms of age, proportion who are parents, First Nations, Métis and Inuit (FNMI) and international demographics. She also noted changes made to the reporting on degree complete times to more fully reflect the distribution of the data for better evaluation and analysis.

Members discussed: impact of the new online application system; strong FNMI applications in Education, Arts, and ALES; funding packages for graduate students; impact of program dynamics on completion times; and differences between completion times for domestic and international students.

10. Centres and Institutes Committee (CIC) Annual Report 2016-2017

Materials before members are contained in the official meeting file.

Presenter(s): Randy Goebel, Vice-Provost and Associate Vice-President (Research) and Chair, Centres and Institutes Committee

Purpose of the Proposal: To provide the 2016-2017 Centres and Institutes Committee (CIC) Annual Report to the GFC Academic Planning Committee (APC).

Discussion:

Dr Goebel presented the 2016-2017 Centres and Institutes Committee (CIC) Annual Report highlighting changes to the number of centres and institutes over the last year. Members asked questions on how the report relates to the research portfolio, and on items identified as pending in the report.

11. Update on the Budget (no documents)

Presenter(s): Gitta Kulczycki, Vice-President (Finance and Administration); Steven Dew, Provost and Vice-President (Academic)

Secretary's Note: In advance of the meeting, members submitted the following questions on the budget that were addressed under this item:

- *What is APC's role in recommending changes to the budget in light of the new funding from the government? Given the significant change in the premise for the original budget will APC get to recommend to the Board your proposed alterations?*
- *It has been reported that the president intends to try and find \$9m in the operating budget to fund the PLLC. If this is correct we would like to understand the reasoning behind it. For example, are these prior funding commitments that we have to fulfill?*
- *If significant savings are possible by shutting down the PLLC why is funding the PLLC more important to our institutional goals than reducing the cuts to the faculties?*
- *Would it also be possible to have a future discussion about the information which is provided to APC for next year's budget process? While we understand the need to fulfill the government's requirements for reporting it when it comes to understanding the budget's effect on the university would it be possible to have the following data for the operating budget:*
 - *Budgets (authorized spending amounts) for units and faculties in the university (suitably grouped if necessary for clarity) showing the previous amounts for the past N years (where N is some suitable, small integer!) and the proposed new amount.*
 - *Budget for non-discretionary items like utilities and custodial staff etc. and the proposed new amount*
 - *The projected increase in costs per unit/group due to all inflationary increases (un-negotiated salary increases could be shown as the cost per percentage-point increase)*

Discussion:

The Chair provided an update of the activities of the Board of Governors and the government related to the budget. He noted that, while the government had announced system wide funding increases, there would also be decreases in areas such as the Infrastructure Maintenance Program (IMP) grant, which would impact the university's budget. He further noted the university's constraints with respect to moving funds from one area to another within the budget. Dr Dew indicated that changes due to differences between budget assumptions and actual funding levels were normally handled in-year through the variance procedure.

Members discussed: multi-year budget planning; funding for the Peter Lougheed Leadership College (PLLC); structural deficits in the operating budget versus surpluses in the consolidated budget; that ancillary services and international students could not be subsidized from the operating budget; impacts of cuts on the academic mission of the university; and the impact of executive compensation on the budget.

12. Question Period

There were no questions.

INFORMATION REPORTS

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

There were no items.

14. Information Items Forwarded to Committee Members Between Meetings (no items to date)

There were no items.

CLOSING SESSION

15. Adjournment

The Chair adjourned the meeting at 3:35 pm.