



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Academic Planning Committee
Approved Open Session Minutes

Wednesday, January 16, 2019
2-31 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Steven Dew, Chair
Roger Moore, Acting Chair
Jason Acker
Laura Beard (delegate)
Robert Bilak
Katy Campbell
Shannon Erichsen
Gitta Kulczycki
Reed Larsen

Susanne Luhmann
Christopher Mackay
Pirkko Markula
Melissa Padfield
Jerine Pegg
Susan Sommerfeldt
Sasha van der Klein
Ding Xu

REGRETS:
Matthias Ruth

Staff:
Meg Brolley, GFC Secretary
Marion Haggarty-France,
University Secretary
Heather Richholt, Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Erichsen/Pegg

THAT the GFC Academic Planning Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of December 12, 2018

Materials before members are contained in the official meeting file.

Motion: van der Klein/Acker

THAT the GFC Academic Planning Committee approve the Open Session Minutes of December 12, 2018.

CARRIED

3. Comments from the Acting-Chair

There were no comments.

DISCUSSION ITEMS

4. Quality Assurance (QA) Suite of Activities: 2017-2018 Excerpted QA Reports from the Faculty of Arts, Faculty of Science, Faculty of Medicine and Dentistry, and the Faculty of Engineering

Materials before members are contained in the official meeting file.

Presenter(s): Wendy Rodgers, Deputy Provost

Purpose of the Proposal: To provide excerpted reports of the QA reviews undertaken in the 2017-2018 academic year at the University of Alberta.

Discussion:

The Acting-Chair disclosed that, as the Associate Chair of the Department of Physics, he was involved in the QA reviews in his home department.

Dr Rogers noted that it is the programs, not the departments that are reviewed in this process and that quality assurance is legislated program through the mandate of the Campus Alberta Quality Council. She noted that departments were encouraged to take advantage of the opportunity provided by the process to enhance programming and student experience.

Dr Moore left the Chair and Dr Dew assumed the role.

Members expressed several comments and questions including but not limited to: how the EDI Strategy and Indigenous initiatives factor into QA Reviews, and how those initiatives would be supported by central administration; efforts to ensure a diverse and balanced review committee; how review committees are instructed and the opportunity for the Provost and Dean to ask for certain issues to be considered in the review process; how recommendations contained in the review are followed up; recommendations in the reports referring to hiring around diversity; no commitment to diversity in the reports – on this point Dr Rodgers noted that these were excerpted reports rather than the full reports; and whether reviewers were updated on institution wide resources.

5. Quality Assurance Evaluation Report

Materials before members are contained in the official meeting file.

Presenter(s): Wendy Rodgers, Deputy Provost

Purpose of the Proposal: To provide a report on the evaluation of the revised QA Suite of Activities at the University of Alberta launched in the 2016-2017 academic year.

Discussion:

Dr Rogers explained that an internal review was conducted to look at the whole process since it was re-launched in 2015. She indicated that this included interviews with those who had been reviewed (Deans, chairs of review committees, those involved in preparing for reviews) with a view to what worked, what did not work, and how the process could be improved.

She also noted that the university recently had an external review by the Campus Alberta Quality Council (CAQC). The Chair noted that the results of this review were very positive.

Members asked about efforts to align the QA review process with external accreditation reviews when applicable. Members also discussed action plans, meetings with the Provost and Deans to address issues, and support for strategic planning within the Faculties.

6. Annual Undergraduate Enrolment Report

Materials before members are contained in the official meeting file.

Presenter(s): Melissa Padfield, Interim Vice-Provost and Registrar

Purpose of the Proposal: To discuss the Annual Report on Undergraduate Enrolment.

Discussion:

Ms Padfield gave an overview of the report and highlighted the overall increase in applications and admission averages across programs. She pointed out the proportions of admitted students from Alberta, Canada and abroad, and noted the increase in the diversity of country of origin of international students.

Members expressed several comments and questions including but not limited to: the variations between Faculties and programs; the increased demand for direct entry applicants across domestic and international markets; admission averages inflation due to increased demand with no increase in available seats; the rolling admissions process and how this is communicated to applicants; retention of Indigenous students and the current work on this with the Dean of Students and First Peoples' House; the three different basis on which direct entry students are admitted (grade 11 marks only/mix of grade 11 and grade 12 marks/grade 12 marks only) and the difficulty reporting admissions averages as a result; the limitations on personal data that could be collected to track diversity; the potential for an optional survey to track diversity; and data available regarding students who enter post-secondary directly from high school versus those who take a gap year before post-secondary.

7. Enrolment Target Management (no documents)

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

Discussion:

The Chair noted that the question that was being considered was: "how do we decide what our targets should be?" He noted that growth in applications was creating pressure, demand was higher in some programs than in others, and that the current K to 12 demographic bulge would bring more pressure in the near future. He noted that there was also more international demand and the 15% target for international students that was set 10 years ago had been met and noted that decisions on this target needed to ensure that domestic students were not displaced. The Chair also pointed to the new budget model and that the active management of students admitted would have a direct impact on budget. The Chair also noted parameters around government funding, overall FLE targets for student registrations, and the implications for growth in student numbers.

The Chair posed the following questions for members to consider:

- Do we want to re-balance our enrollment targets to increase seats in the higher demand programs?
- How do we balance increases and decreases with the existing complement of tenured Faculty?
- How do we ensure that we are a globally engaged university with a rich and diverse learning community?
- What principles might guide us?
- What role should APC play?
- What role should others play?

Members expressed several comments and questions including but not limited to: targets, quotas and open enrollment; the link between numbers of students enrolled and amount of funding distributed in the new budget model; inflated admission averages for general programs; the potential and challenges with considering admissions criteria beyond GPA; 15% international enrollment targets and what the actual distribution across programs; the cyclical and fluctuating nature of demand in specific programs due to job shortages and market needs; what values and needs enrollment targets should respond to; how international students add value to the academic community beyond economic considerations; reallocation of or growth in enrolment numbers; impact on hiring faculty; how to facilitate flexibility in structures across the university which would allow faculty to move between Faculties; and the impact of enrolment in one Faculty on teaching in another Faculty.

8. New Budget Model (no documents)

Presenter(s): Gitta Kulczycki, Vice-President (Finance and Administration); Steven Dew, Provost and Vice-President (Academic); Chad Schulz, Director, Integrated Finance Services

Ms Kulczycki noted that the recent town hall held on January 14th was well attended.

Discussion:

There was no discussion.

9. Budget Update (no documents)

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

Discussion:

Ms Kulczycki noted that while the targets had not changed, the province was facing economic challenges and uncertainty. She noted that this climate called for caution.

The Chair noted that there would be a presentation of the capital and operating budget components to the Board of Governors and APC members on February 8, 2019. He further noted that Administration was working on a document which would present the budget in a format that was easier for the community to understand.

10. Question Period

Members asked about university directives regarding the situation with China.

The Chair noted that the Global Affairs Canada website was indicating a "business as usual" approach. He further noted that University of Alberta International was monitoring exchange students in China and would contact them if necessary.

INFORMATION REPORTS

11. Waiver of English Language Proficiency Requirement for the Master of Business Administration (MBA) Program Delivered in Mandarin in Shanghai, China, the Alberta School of Business, and the Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

12. Items Approved by GFC Academic Planning Committee by email ballots

There were no items.

13. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

14. Adjournment

The Chair adjourned the meeting at 3:50 p.m.