



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Academic Planning Committee
Approved Open Session Minutes

Wednesday, March 13, 2019
2-31 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Steven Dew, Chair
Jason Acker
Robert Bilak
Katy Campbell
Shannon Erichsen
Gitta Kulczycki
Reed Larsen
Christopher Mackay

Pirkko Markula
Roger Moore
Melissa Padfield
Jerine Pegg
Matthias Ruth
Susan Sommerfeldt
Sasha van der Klein
Ding Xu

REGRETS:

Susanne Luhmann

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: van der Klein/Acker

THAT the GFC Academic Planning Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of February 13, 2019

Materials before members are contained in the official meeting file.

Motion: Campbell/van der Klein

THAT the GFC Academic Planning Committee approve the Open Session Minutes of February 13, 2019, as amended.

CARRIED

3. Comments from the Chair (no documents)

The Chair noted that the Board Finance and Property Committee had recommended the budget to the Board of Governors and final approval would be considered at the March 15th Board meeting.

The Chair updated members on the revisions to GFC standing committee terms of reference in response to the recommendations of the *ad hoc* Committee on Academic Governance including Delegated Authority and review by the relevant committees. He noted that the terms of reference for the Council on Student Affairs and the Executive Committee had been approved at the February meeting of GFC and that those for the Academic Standards Committee would be considered for approval at the March meeting of GFC. He pointed to the draft Academic and Research Planning Committee terms of reference on the current agenda for discussion and noted that they were expected to go to GFC for approval in April. The only standing committee remaining would be the Committee on the Learning Environment.

The Chair informed members that the Executive Transition Committee had attended the most recent meeting of Dean's Council to discuss the template that had been developed for Faculty Councils to encourage a review of terms of reference at the Faculty level as well.

The Chair noted two events on campus that day, a mental health rally in the Students' Union Building and the Pride Parade at noon.

The Chair spoke about a recent document released by the Ministry of Advanced Education regarding Bill 19: *An Act to Improve the Affordability and Accessibility of Post-Secondary Education* and the new tuition framework as well as the new policy framework with changes to the six sector model. He noted that the document would be available on the government's website in the next month. Members may contact the chair directly to request copies.

The Students' Union President, Reed Larsen, was asked to update the committee on the results of their recent election. Mr Larsen announced the new executive: Akanksha Bhatnagar - President; Adam Brown - Vice-President (External); Jared Larsen - Vice-President (Student Life); Joel Agarwal - Vice-President (Academic); Luke Statt - Vice-President (Operations and Finance); and Rowan Ley was elected to be the new Board of Governors representative. Mr Larsen also noted that the Aboriginal Student Council's (ASC) Dedicated Fee Unit referendum passed and this would give the ASC funds to put towards services and operations. He also noted that the Student Legal Services and CJSR First Alberta Campus Radio Association Fund plebiscites passed.

The Graduate Students' Association President, Sasha van der Klein, was asked to update the committee on the results of their recent election. Ms van der Klein announced the new executive: Fahed Elian - President; Dylan Ashley - Vice-President (Academic); Marc Waddingham - Vice-President (External); Mohammad Shanawaz - Vice-President (Labour); and Chantal Labonté - Vice-President (Student Services).

ACTION ITEMS

4. Enrolment Management Policy and Procedure

Materials before members are contained in the official meeting file.

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

Purpose of the Proposal: To recommend approval of the new Enrolment Management Policy and Procedure, and the rescission of Section 50 of the GFC Policy Manual.

Ms Padfield explained that Section 50 of the GFC Policy Manual, written in the 1970s, was in need of updating. The proposed policy and procedures would replace the outdated policy and move into UAPPOL. She noted that the new policy and procedures were meant to reflect current practice and identify authority and accountability in a clear and transparent manner.

Ms Padfield gave an overview of the significant consultation process that was followed and noted that the new budget model's implications to enrollment, an increase in student demand, and government expectations were taken into account as well.

Discussion:

Members expressed several comments and questions, including but not limited to: consultation with the Deans and faculty members; differing enrollment targets for graduate and undergraduate programs; government funding and expectations tied to enrollment targets; the prospective nature of setting targets and the retrospective nature of enrollment reports and a request to combine these numbers and considerations in future reports in order to encourage transparency; targets for course-based and thesis-based graduate programs; the

Faculty of Graduate Studies and Research as the data-steward of all graduate programs; how international student enrollment, and Equity, Diversity, and Inclusion (EDI) targets would be informed by the institutional strategic plan and institutional objectives; grade inflation and entrance requirements; how parts of the old policy would not be included in the new policy and procedures; and the ability for the institution to respond to expansions in enrollment targets mandated by the government.

Motion: Moore/Acker

THAT the GFC Academic Planning Committee, under delegated authority from General Faculties Council, recommend the approval of the new Enrolment Management Policy and Procedure, as set forth in Attachments 3 and 4, and the concurrent rescission of Section 50 of the GFC Policy Manual (Enrollment Management), to take effect upon final approval.

CARRIED

DISCUSSION ITEMS

5. Integrated Asset Management Strategy - Guiding Principles

Materials before members are contained in the official meeting file.

Presenter(s): Andrew Sharman, Vice-President (Facilities and Operations)

Purpose of the Proposal: To introduce the guiding principles upon which all decisions related to the management of the institution's infrastructure assets are made.

Mr Sharman gave an overview of the guiding principles and highlighted the importance of the university's core mission of teaching and research. He explained that asset management involved a comprehensive asset risk profile that considered many issues beyond numbers, including, but not limited to, campus character and pedestrian experience. He noted that any proposed demolitions would be carefully considered and reasons would be clearly communicated to the community. He mentioned planning considerations such as the Long Range Development Plan, the financial implications of capital grants and lights-on funding, and the directives of the Institutional Strategic Plan. He further explained that this is a 20-year document and he hoped that people could look back and see why decisions were made.

Discussion:

There was no discussion.

6. Campus Alberta Quality Council (CAQC) Quality Assurance (QA) Audit: Report and Institutional Response

Materials before members are contained in the official meeting file.

Presenter(s): Tammy Hopper, Vice-Provost (Programs)

Purpose of the Proposal: To provide the final report and response resulting from the CAQC QA Audit conducted at the University of Alberta in December 2018.

Dr Hopper explained the recent external audit committee review of the university's internal program review processes and noted that the feedback and overall experience from the CAQC were positive.

Discussion:

Members discussed revising the QA template to include a summary of recommendations and resulting changes from the previous review. Members asked about the alignment of internal reviews with external accreditation processes and institutional direction given regarding option external accreditation such as with international accreditation bodies.

7. Proposed Revisions to Standing Committee Terms of Reference - GFC Academic Planning Committee (APC) including a name change to GFC Academic and Research Planning Committee

Materials before members are contained in the official meeting file.

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

Purpose of the Proposal: The proposal is before the committee to discuss the latest draft of proposed revisions to the terms of reference.

The Chair noted that the new terms were expected to come forward to GFC for approval in April.

Discussion:

Members expressed several comments and questions, including but not limited to: the proposed committee name; alignment of the proposed name with the university's administrative structure; oversight on institutional policy that governs research and academics; that research was part of academics; inclusion of 'research' into the name to reflect what we do as a community; and the administrative role of the University Research Policy Committee (URPC).

Members also discussed oversight on policy regarding Indigenous, International, and Information Technology matters. It was noted that additional delegated authority had been added to reflect the proposed enrolment management procedure.

Ms Haggarty-France noted that this discussion would be included for information at GFC the following week and that revisions would come back to this committee in two weeks.

8. Report from APC cross-representative on Facilities Development Committee (FDC) (no documents)

Presenter(s): Christopher Mackay, APC cross representative on GFC Facilities Development Committee (FDC)

Dr Mackay reported on the work of the FDC including:

September 2018

- Approval of the South Campus Community Ice Arena Schematic Design Report
- Discussion of the Garden Pavilion at the University of Alberta Botanic Garden's Aga Khan Garden

February 2019

- Approval of the Faculty of Rehabilitation Medicine's Functional Program
- Discussion of the CUBE South Campus Utility Building

Dr Mackay also noted discussion of the upcoming changes to the Dentistry Pharmacy Building at the FDC meeting scheduled for the following week.

9. Question Period

There were no questions.

INFORMATION REPORTS

10. Items Approved by GFC Academic Planning Committee by email 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 3:50 p.m.