



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

General Faculties Council  
Academic Planning Committee  
Approved Open Session Minutes

Wednesday, January 15, 2020  
2-31 South Academic Building (SAB)  
2:00 PM - 4:00 PM

### **ATTENDEES:**

Jason Acker, Acting-Chair  
Chris Andersen  
Akanksha Bhatnagar  
Shannon Erichsen  
Gitta Kulczycki  
Susanne Luhmann  
Christopher Mackay  
Pirkko Markula

Shanawaz Mohammad (delegate)  
Melissa Padfield  
Jerine Pegg  
Wendy Rodgers (delegate)  
Matthias Ruth  
Samantha Tse  
Ding Xu  
*non-voting:*  
Marion Haggarty-France

### **REGRETS:**

Steven Dew  
Fahed Elian  
Jelena Holovati  
Susan Sommerfeldt  
Yan Yuan

### Staff:

Heather Richholt, scribe

### **OPENING SESSION**

#### 1. Approval of the Agenda

Materials before members are contained in the official meeting file.

*Presenter(s):* Jason Acker, Acting-Chair, GFC Academic Planning Committee

Motion: Andersen/Luhmann

THAT the GFC Academic Planning Committee approve the Agenda.

**CARRIED**

#### 2. Comments from the Acting-Chair (no documents)

- EDI Update

*Presenter(s):* Jason Acker, Acting-Chair, GFC Academic Planning Committee

#### *Discussion:*

The Acting-Chair expressed his sadness and extended his condolences to those affected by the tragic airplane crash in Iran. He observed the terrible loss to the university community and offered thanks those who had provided support and leadership at this difficult time.

The Acting-Chair noted that the committee had a thoughtful discussion after a member raised a question regarding Equity, Diversity, and Inclusion (EDI) at the December meeting. He explained that the Provost had indicated that more preparation was required for this item but he wished to provide assurance to members of APC that this would be considered at a future meeting. Dr Rodgers remarked that this was a serious issue and questions of how the university community could ensure sufficient background and training in all levels were being considered. She also asked that members feel free to reach out with specific questions, concerns, and experiences that they wished to share.

The Acting-Chair also thanked Chris Andersen and those members of APC who attended the Leadership and Diversity Lector series the previous week.

## **CONSENT AGENDA**

Materials before members are contained in the official meeting file.

Consent Agenda Mover and Second: Padfield/Erichsen

3. Approval of the Open Session Minutes of December 11, 2019

THAT the GFC Academic Planning Committee approve the open session minutes of December 11, 2019.

**CARRIED**

4. Proposed Changes to Program Requirements for Graduate Programs in History and Classics, Faculty of Arts, and Faculty of Graduate Studies and Research

*Purpose of the Proposal:* The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, academic standing requirements and program requirements) for this program are listed in the Calendar

THAT the GFC Academic Planning Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing program requirements for graduate programs in the Department of History and Classics, as recommended by the GFC Academic Standards Committee, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Arts, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

**CARRIED**

5. Centres and Institutes Committee (CIC) Annual Report

*Purpose of the Proposal:* To provide the 2019 Centres and Institutes Committee (CIC) Annual Report to the GFC Academic Planning Committee (APC).

## **DISCUSSION ITEMS**

6. Recommendations of the GFC Executive's ad hoc Committee on Program Approval Processes

Materials before members are contained in the official meeting file.

*Presenter(s):* Tammy Hopper, Vice-Provost (Programs), and Chair of GFC Executive's ad hoc Committee on Program Approval Processes

*Purpose of the Proposal:* The proposal is before the committee for a joint APC/ASC SOS discussion regarding the proposed changes to the process for program approval.

*Discussion:*

The Acting-Chair acknowledged the members of the GFC Academic Standards Committee's Subcommittee on Standards who were in attendance to participate in the discussion on this item. As a member of the GFC Executive's ad hoc Committee on Program Approval Processes, he noted that he would step out of the Chair for the discussion.

Dr Acker stepped out of the Chair and Dr Rodgers assumed the role.

Dr Hopper gave a brief overview of the consultation and discussion pathways regarding the recommendations and asked the committee to consider the draft GFC Programs Committee terms of reference. She pointed to some of the concerns with the current process and explained the recommendations and how they would result in a more streamlined and clear process for all aspects of program approval.

During the discussion members asked questions and expressed opinions including, but not limited to: the number of GFC members and appointed members and the need to strike the right balance; GFC's Principles of Committee Composition; that this was a significant change to the university's program approval process and that there would be a period of transition; a reminder that terms of reference are not locked-in forever, should be regularly reviewed, and could be adjusted as required; expertise regarding non-credit programs; the inclusion of Associate Deans in the membership; the importance of administrative work happening to support and strengthen proposals before they go forward for governance approval; the importance of ensuring the right people are at the table; the potential to include a support staff representative or another representative with experience in the operational side of programs in the composition; the delegated authority held by the committee and the sub-delegation of authority to the Dean of the Faculty of Graduate Studies and Research; how Equity, Diversity, and Inclusion (EDI), and Indigeneity are considered in program development and approval; language around membership on committees and ensuring EDI; and the levels of authority around program development, consultation, and approval.

Dr Rodgers stepped out of the Chair and Dr Acker resumed the role.

### **ACTION ITEMS**

7. Calendar Entry for the Éducation à la petite enfance-Niveau II Certificate Program and Éducation à la petite enfance-Superviseur Diploma Program, Centre Collégial de l'Alberta (CCA)

Materials before members are contained in the official meeting file.

*Presenter(s):* Pierre-Yves Mocquais, Dean, Faculté Saint-Jean; Catherine Dandonneau, Director, Centre Collégial de l'Alberta

*Purpose of the Proposal:* The proposal is before the committee to formalize the inclusion of CCA's Éducation à la petite enfance-Niveau II Certificate Program and Éducation à la petite enfance-Superviseur Diploma Program in the University Calendar.

*Discussion:*

Dr Mocquais offered some background on the establishment of the CCA and the Calendar addition before members. He noted that more programs would come forward in this way.

A member suggested some clarification to the language regarding application to the Ministry of Children's Services for certification as a Childcare development worker, and a friendly amendment was made to the Calendar entry.

Motion: Pegg/Luhmann

THAT the GFC Academic Planning Committee approve, under delegated authority from General Faculties Council, the inclusion of the Centre Collégial de l' Alberta's Éducation à la petite enfance-Niveau II Certificate Program and Éducation à la petite enfance-Superviseur Diploma Program in the University Calendar, as submitted by the Centre collégial de l'Alberta (in cooperation with Faculté Saint-Jean), as set forth in Attachment 1, as amended, to take effect upon approval and to be published in the 2020-21 Calendar.

**CARRIED**

8. Proposed Name Change for Certificates in Aboriginal Governance and Partnership

Materials before members are contained in the official meeting file.

*Presenter(s):* Shalene Jobin, Director, Indigenous Governance and Partnership Program, Faculty of Native Studies

*Purpose of the Proposal:* The proposal to change the term Aboriginal to Indigenous emulates current practices and usage. The use of the term Indigenous allows for the ability to compare elements at the international level.

*Discussion:*

Dr Jobin introduced the proposed name change and explained how it would align with the international discipline which is called "Indigenous Studies". In response to a question, Dr Jobin noted that current and former students could request a parchment reprint so that their documents reflected the new certificate name.

Members discussed the history of Indigenous Studies and the potential of a name change for the Faculty of Native Studies.

Motion: Luhmann/Andersen

THAT the Academic Planning Committee, with delegated authority from the General Faculties Council, approve the proposed name change to the freestanding Certificate in Aboriginal Governance and Partnership, as proposed by the Faculty of Native Studies, and as set forth in attachment 1, to take effect July 1, 2020.

**CARRIED**

**DISCUSSION ITEMS**

9. Report on Graduate Degree (Second-Level) Specializations

Materials before members are contained in the official meeting file.

*Presenter(s):* Brooke Milne, Vice-Provost and Dean, Faculty of Graduate Studies and Research; Jochen Kuttler, Assistant Chair, Mathematics and Statistical Sciences

*Discussion:*

The Acting-Chair explained that this item was originally on APC's December 11, 2019 consent agenda and was pulled for discussion.

Dr Milne noted that the changes reported were approved prior to her appointment as the Dean of the Faculty of Graduate Studies and Research and pointed to the approval information included in the attachment for this item.

Dr Kuttler explained the rationale for the creation of Master of Science in Mathematical and Statistical Sciences second level-specialization in Modelling, Data, and Predictions. He indicated that the program was designed for students who wished to acquire training to prepare them for data science careers in all sectors of industry and government agencies.

Members discussed estimates for enrollment in the program, and availability of courses for students in other Faculties and programs.

In response to questions about the delegation of authority for this level of approval to the Dean of FGSR, Dr Milne expressed that she would not decide on a matter like this without ensuring that appropriate consultation had occurred and that would include the support of FGSR Council.

10. Undergraduate Enrolment Annual Report

Materials before members are contained in the official meeting file.

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

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

*Discussion:*

Ms Padfield presented an overview of the report and spoke about student intake, yield rates, basic demographic data, and student retention and completion rates. She noted the legal limitations on the data that could be collected from students and explained that her office was exploring the use of optional surveys to increase knowledge and understanding about the diversity of the student population.

Members discussed increased supports and retention rates of self-declared indigenous students; the drop in application numbers to the Nursing program and the relationship to consistently high admission averages in that program over the past few years; increasing student numbers and the resulting increasing need for student supports; graduation headcount; government authority regarding enrollment targets; and enrollment targets for domestic and international students.

11. Performance Metrics Update (no documents)

*Presenter(s):* Wendy Rodgers, Deputy Provost

*Discussion:*

Dr Rodgers explained that the university was expecting communication from the government regarding performance metrics, and anticipating impacts to budget and funding. She noted that the Board/GFC/Senate Summit, scheduled for January 24, 2020, would explore the topic of performance based funding.

Members discussed potential metrics such as graduation rates and student experience, and how performance metrics were applied to Ontario's post-secondary funding.

12. Budget Update (no documents)

*Presenter(s):* Gitta Kulczycki, Vice-President (Finance and Administration)

*Discussion:*

Ms Kulczycki explained that the significant in-year cuts announced in October 2019 had presented a challenge for the university and interrupted the normal budget planning cycle. She acknowledged that Faculties and Units on campus had been doing a good job dealing with the cuts but that there was still uncertainty regarding future budget planning. She noted that the budget proposal would come to the February 26th APC meeting for recommendation to the Board of Governors.

13. Question Period (no documents)

*Presenter(s):* Jason Acker, Acting-Chair, GFC Academic Planning Committee

*Discussion:*

A member asked about the university's commitment to direct 7% of international student tuition, collected under the new tuition model, to supports for international students. Dr Rodgers and Ms Padfield noted that this would apply to tuition for fall 2020 incoming students and that student consultation on this matter was ongoing.

A member asked for some clarification around performance metrics and the topic for the Board/GFC/Senate Summit.

### **INFORMATION REPORTS**

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

There were no items.

15. Information Items Forwarded to Committee Members Between Meetings

There were no items.

### **CLOSING SESSION**

16. Adjournment

The Acting-Chair adjourned the meeting at 4:00 p.m.