



General Faculties Council
Academic Planning Committee
Approved Open Session Minutes

Wednesday, February 24, 2021
Zoom Virtual Meeting
2:00 PM - 4:00 PM

ATTENDEES:

Steven Dew, Chair
Joel Agarwal
Chris Andersen
Amlan Bose
Shannon Erichsen
Todd Gilchrist
Susanne Luhmann
Pirkko Markula
Melissa Padfield

Jerine Pegg
Susan Sommerfeldt
Kisha Supernant
Ania Ulrich (delegate)
Marc Waddingham
Sheena Wilson
Ding Xu
non-voting:
Brad Hamdon
Kate Peters

REGRETS:

Walter Dixon
Jelena Holovati
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): Steven Dew, Provost and Vice-President (Academic), and Chair of GFC Academic Planning Committee (APC)

Motion: Andersen/Agarwal

THAT the GFC Academic Planning Committee approve the agenda.

CARRIED

2. Comments from the Chair (no documents)

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

Discussion:

The Chair updated members on the response to the recommendations of the GFC Committee of the Whole from the January 25 and February 8 meeting of GFC. He noted that GFC referred the discussion on metrics to APC and that it would be on the agenda at the next meeting.

The Chair spoke about the Provost Taskforce on Remote Teaching and Learning and explained that the motions related to student concerns with remote learning and assessment that were passed at the February 22 GFC would be considered by the Taskforce. He noted that the Taskforce would work on strategies to ensure student needs were met and issues were solved without compromising quality of education.

The Chair noted that COVID-19 related fall 2021 planning was underway and while a full return to normal was unlikely, he expected that there would be significantly more face-to-face instruction, subject to the vaccine rollout and public health guidelines. He explained that fall/winter registration would be delayed until May to allow for better planning and communication of course delivery details to students.

The Chair observed that the provincial budget would be announced the following day and that it might affect the budget recommendation that was before the committee. In response to a question, the Chair noted that very little guidance had been forthcoming from the province and that the proposed budget was planned on the information that had been given to the university in March 2020.

A member asked who was making the decisions for fall 2021 planning, whether Equity, Diversity, and Inclusion (EDI) was being considered, and whether instructors would be given any flexibility in the planning. The Chair and Melissa Padfield, Vice-Provost and Registrar, answered that to date, most planning decisions had been made under the President's delegated authority but with significant consultation in an attempt to balance the needs of students and instructors. For fall 2021, administration was identifying space available and considering whether physical distancing would still be in place, to allow Faculties and Departments more latitude in their planning. A member noted that proper support staff was needed to help with planning in this shifting environment and that the budget cuts and layoffs made this difficult.

A member asked if there were any campus vaccine details. Andrew Sharman, Vice-President (Facilities and Operations) and Executive Lead of the Campus COVID-19 Response, mentioned the vaccine working group and consideration of risk factors and Occupational Health and Safety regulations, and noted that he was meeting with Alberta Health Services the following week and had many questions to ask them.

A member asked how final exam accommodations would be addressed for issues such as time zones and childcare conflicts. Wendy Rodgers, Deputy Provost, answered that the Provost Taskforce on Remote Teaching and Learning was looking at time zone friendly deferred exams and supporting instructors to help students who were facing challenges. She noted that tensions were high but that students and instructors alike were encouraged to reach out to the Dean of Students and the Centre for Teaching and Learning for support.

CONSENT AGENDA

3. Approval of the Open Session Minutes of February 10, 2021

Materials before members are contained in the official meeting file.

Motion: Xu/Ericksen

THAT the GFC Academic Planning Committee approve the open session minutes of February 10, 2021.

CARRIED

ACTION ITEMS

Dr Dew stepped out of the Chair and Dr Markula assumed the role.

Presenter(s): Steven Dew, Provost and Vice-President (Academic), and Chair of APC; Todd Gilchrist, Vice-President (University Services and Finance); Andrew Sharman, Vice-President (Facilities and Operations)

The Chair explained that the items were listed in the agenda separately but they were all budget related so the presentation would go over everything and then the committee would move through the motions.

Mr Gilchrist provided an overview of the 2021-22 Consolidated Budget and Operating Budget. He spoke about planning scenarios for the Provincial Education Grant in the event that the cuts were higher than expected. Mr Gilchrist also spoke about the history of the Provincial Education Grant including the recent cuts and forecasted amounts for 2021-22 and 2022-23.

Dr Dew presented the Fall 2021 Tuition and Mandatory Non-Instructional Fees (MNIF) proposal including the 4-year running projection requirement for domestic tuition. He explained that this was year two of the previous year's projection. Dr Dew made note of the increases as well as the continuation of the financial support offset of 15% of the increase for domestic students. He also explained that the international student tuition for the fall 2022 intake would likely come to APC for recommendation in June.

Mr Sharman went over the 2021-22 Ancillary Operations Budget and noted the COVID-19 related deficits for residences and parking.

Dr Dew gave an overview of the 2021-22 Research Budget and explained the controls around the use of restricted fees.

Mr Sharman presented the 2021-22 Capital Budget and noted the restricted grant for the Dentistry Pharmacy building and other projects scheduled and funded by government. He also spoke about the Infrastructure Maintenance Program Grant (IMP) and remarked that it would be replaced by a new program called the Capital Maintenance and Renewal Program (CMR) about which no details had been released.

Mr Gilchrist finished off the presentation with an explanation of the 2021-22 Special Purpose Budget.

4. 2021-2022 Tuition Fee Proposal

Materials and presentation before members are contained in the official meeting file.

Discussion:

A member acknowledged the impacts of the government cuts across the institution and indicated that this was especially hard on students. He pointed to the record high usage of the Campus Food Bank and observed that increasing the student cost burden could have a negative effect on enrollment numbers. He noted that the financial supports available to students could be increased and asked whether the motion could be amended to indicate that any additional revenue would be directed to student supports.

Dr Dew explained that the tuition offset was used to provide need-based support for students. Melissa Padfield, Vice-Provost and Registrar, noted that these funds were targeted for students with financial need and that her office was working to improve the assessment process.

A member noted that he understood the fiscal challenges that the province and the university were facing but that he would like to see graduate students admitted in fall 2020 included in a rebate program to reduce their tuition to account for the increase. He noted that this would mean that fewer graduate students would require financial support or access to services like the Campus Food Bank of which graduate students were the largest proportionate users.

Members discussed:

- what the implications of these proposed amendments would be to the budget;
- whether these proposals were administratively feasible; and
- that the student support issue was critical but that discounting tuition was less effective than targeted funding when it came to helping students in need.

After a robust discussion, APC decided to provide the following proposed amendments as comments to the Board Finance and Property Committee and committed to looking at the processes and the adequacy of available funding when they review the Annual Report on Student Financial Supports:

- That if tuition revenues exceed expectations, a minimum of 20% of the revenue in excess of the budgeted amount be directed to additional student aid, or other programs which directly support or benefit students.

- That students admitted in Fall 2020/Winter 2021 be included in the rebate program to reduce their tuition to API for the 2021/22 tuition increase, as for students admitted prior to Fall 2020. This would mean their tuition would still be 7% higher over 2019/2020 levels, and incoming students will see a 7% higher tuition over 2020/2021; but will ensure that fewer graduate students require financial support or access to services like the campus food bank, of which they are far and away the largest proportional amount of users.

Motion: Gilchrist/Agarwal

Motion from the floor

THAT the GFC Academic Planning Committee extend the meeting until 4:30 p.m.

CARRIED

Motion: Dew/Padfield

THAT General Faculties Council Academic Planning Committee, recommend that the Board of Governors approve the Tuition Proposal for Fall 2021 as outlined in the following tables:

Category of Student	Proposed Increase for Fall 2021	Financial Support
Domestic Undergraduate (incoming and continuing students)	7%	15% of net increase
International Undergraduate (continuing students admitted prior to Fall 2020)	4%	7.55% ¹

¹ Existing model for International tuition financial aid.

Undergraduate Tuition Calculation Examples:

Domestic Tuition Fees *	2020-21	2021-22	Change	
			(\$)	(%)
Undergraduate, Arts and Science	5,692.80	6,091.20	398.4	7.00
Undergraduate, Business	7,488.48	8,012.52	524.04	7.00
Undergraduate, Engineering	6,831.36	7,309.44	478.08	7.00

International Tuition Fees <i>(Admitted prior to 2020)</i>	2020-21	2021-22	Change	
			(\$)	(%)
Undergraduate, Arts and Science	23,156.40	24,081.60	925.2	4.00
Undergraduate, Business	30,461.04	31,678.80	1,217.76	4.00
Undergraduate, Engineering	27,787.68	28,898.40	1,110.72	4.00

Category of Student	Proposed Increase for Fall 2021	Financial Support
Tuition for Domestic Graduate (thesis-based)	7%	15% of net increase
Domestic students Thesis based -admitted prior to Fall 2020	7% with rebate to reduce increase to 2.67% ²	15% of net increase
Incoming Domestic Thesis based Students(admitted Fall 2020 and after) remain in the Regular Tuition Cohort	7%	15% of net increase
International Graduate (thesis-based) (continuing students admitted prior to Fall 2020)	7% with rebate to reduce increase to 2.67% ²	7.55%
Domestic Graduate (course-based) (incoming and continuing students) (with exceptions noted below)	7%	15%
International Graduate (course-based) (continuing students admitted prior to Fall 2020)	4%	7.55% ¹

¹ Existing model for International tuition financial aid.

² 2.67% is consistent with the rebated increase from last year and is designed to ensure consistency and predictability for students in alignment with cost drivers. This is of net tuition.

³ Executive MBA is excluded from the increases.

⁴ Note where International and Domestic Rates are currently the same the domestic increase of 7% will be applied.

Graduate Tuition Calculation Examples:

Domestic Tuition Fees *	2020-21	2021-22	Change	
			(\$)	(%)
Arts and Science Example used				
Tuition for Domestic Graduate (Thesis-Base)	3,918.60	4,192.80	274.2	7.00
Domestic Students Admitted Prior to Fall 2020	3,760.80	3,860.40	99.6	2.67
Incoming Domestic Students (admitted Fall 2020 and after) remain in the regular tuition cohort	3,918.60	4,192.80	274.2	7.00
Graduate Course Based (per *3 course)	667.8	714.48	46.68	7.00

International Tuition Fees			Change	
			(\$)	(%)
(Admitted prior to 2020)				
	2020-21	2021-22		
Graduate Thesis (entry before 2020)	8,004.12	8,217.60	213.48	2.67%
Graduate Course Based (per *3 course)	1,502.88	1,562.88	60	4.00%
CARRIED				
3 opposed (J Agarwal, A Bose, M Waddingham)				

5. 2021-2022 Mandatory Non-Instructional Fees (MNIF) Proposal

Materials and presentation before members are contained in the official meeting file.

Discussion:

A member expressed an opinion that students having to pay a fee to support the sexual violence coordination and prevention showed that this was not a priority for the university even though it was a huge problem.

A member asked a question about athletics and recreation fees and why the costs are distributed across the student population rather than as pay for usage fees.

Deputy Provost Wendy Rodgers explained that MNIFs were created to support services, facilities, and programs related to Athletics and Recreation, Health and Wellness, and Academic Support for the whole community, to ensure that everyone had access regardless of need.

Motion: Dew/Gilchrist

<p>THAT the General Faculties Council Academic Planning Committee, recommend that the Board Finance and Property Committee approve a 1.6%¹ increase to mandatory non-instructional fees for 2021-2022, equivalent to \$12.96 per full time student.</p>
<p>CARRIED 2 opposed (J Agarwal, A Bose)</p>

Motion: Dew/Gilchrist

THAT the General Faculties Council Academic Planning Committee recommend that the Board of Governors approve a special increase of \$1.50 per each Fall and Winter Term to the Health and Wellness Mandatory Non-Instructional Fee to fund initiatives related to sexual violence coordination and prevention.

Student Fees	Current Rates/Term	Current 2 Terms	API Increase %	API Increase \$	Total after API Increase	Special Increase 2 Terms	Revised Rates 2 Terms
Athletics and Recreation	\$90.20	\$180.40	1.6%	\$2.88	\$183.28	n/a	\$183.28
Health and Wellness	\$61.32	\$122.64	1.6%	\$1.96	\$124.60	\$3.00	\$127.60

Academic Support	\$254.54	\$509.08	1.6%	\$8.12	\$517.20	n/a	\$517.20
TOTALS	\$406.06	\$812.12		\$12.96	\$825.08	\$3.00	\$828.08
Total FT Student Increase							\$15.96
New Annual Rate (2 terms)							\$828.08
¹ 1.6% represents the increase in cost drivers for the University year over year (Academic Price Index (API)).							CARRIED

Motion: Waddingham/Dew

<p>Motion from the floor THAT the GFC Academic Planning Committee extend the meeting to 5:00 p.m.</p>	CARRIED
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6. University of Alberta 2021-2022 Budget

Materials and presentation before members are contained in the official meeting file.

Discussion:

A member asked for clarity around the use of investment income. Dr Dew explained that cash-on-hand was used as needed but would also be invested on a short-term basis when possible. He explained that since the income on these short-term investments was variable the university did not want to rely on it for critical activities.

Motion: Gilchrist/Dew

<p>THAT the Academic Planning Committee, acting with delegated authority from the General Faculties Council, recommend that the Board of Governors approve the 2021-22 consolidated budget as set forth in Attachment 2.</p>	<p>CARRIED 2 opposed (J Agarwal, A Bose)</p>
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Dr Markula stepped out of the Chair and Dr Dew resumed the role.

DISCUSSION ITEMS

7. 2021-22 Mandatory Non-Instructional Fees (MNIFs) Annual Report

Item was deferred.

8. Proposal for the Establishment of the GFC Committee on the Documentation of Canadian Indigeneity (CDCI)

Item was deferred.

9. Update on University of Alberta for Tomorrow

Item was deferred.

10. Performance Measures

Item was deferred.

11. Question Period

There were no questions.

INFORMATION REPORTS

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

There were no items.

13. Information Items Forwarded to Committee Members Between Meetings
- Presentation on Revenue Generation

Materials before members are contained in the official meeting file.

CLOSING SESSION

14. Adjournment

- Next Meeting of APC: March 17th, 2021
- Next Meeting of GFC: March 22, 2021

The Chair adjourned the meeting at 5:05 p.m.