

General Faculties Council  
Academic Planning Committee  
Approved Open Session Minutes

Wednesday, September 20, 2023  
SAB 2-31  
2:00 PM - 3:45 PM

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**ATTENDEES:**

Heather Bruce (Acting Chair,  
Vice-Chair)  
Verna Yiu (Chair)  
Sandeep Agrawal  
Bishoi Aziz  
Zengtao Chen  
Christian Fotang  
Todd Gilchrist  
Tammy Hopper

Adrian Lam  
Ola Mabrouk  
Heather Seyl  
Miyashita  
Aminah Robinson Fayek  
Norma Rodenburg  
Kent Rondeau  
Chris Sprysak

Regrets  
Chetan Dave  
Vadim Kravchinsky  
John Lemieux

Non-Voting Members:  
Kate Peters

**OPENING SESSION**

Before calling the meeting to order, the Chair acknowledged the territory. She welcomed members to the first meeting of the academic year and led a round table of introductions.

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

*Presenter(s):* Heather Bruce, Vice-Chair, Academic Planning Committee

The motion was moved and seconded.

THAT the GFC Academic Planning Committee approve the agenda.
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**CARRIED**

2. Comments from the Chair (no documents)

*Presenter(s):* Heather Bruce, Vice-Chair, Academic Planning Committee

The Vice-Chair provided some comments on the launch of *Shape - The University of ALberta Strategic Plan*, the approval of *Forward with Purpose, the Strategic Plan for Research and Innovation* at General Faculties Council; a recent Quad post by Verna Yiu on Safety on Campus, and the implementation of the recommendations in the FGSR External Review Report.

**CONSENT AGENDA**

3. Approval of the Open Session Minutes of September 6, 2023

Materials before members are contained in the official meeting file.

The motion was moved and seconded.

THAT the GFC Academic Planning Committee approve the open session minutes of September 6, 2023

**CARRIED**

#### **DISCUSSION ITEMS**

##### **4. Academic Materials Program**

*Presenter(s):* Katherine Huising, Associate Vice President Ancillary Services; Norma Rodenburg, Acting Vice-Provost and University Registrar, Office of the Registrar; Kevin Moffitt, Director, Retail Operations; Adam Medaglia, Manager, Bookstore

*Discussion:* N Rodenburg presented the link between the Academic Materials Program (AMP) and the Student Experience Action Plan. K Huising, K Moffitt, A Madaglia, and M Wady presented the intent and the proposed functioning of the AMP.

Members asked questions about:

- Whether the initiative can support and enhance student engagement in their learning, and especially, reading course materials that are provided in a digital format;
- How the program works with vendors and publishers to put in place agreements to package materials for all students and whether providers would be able to cover the broad range of disciplines;
- Whether the terms of access will allow students to continue to use materials throughout their education and beyond and whether students could share the materials;
- If there were any anticipated variability in pricing for students from different programs;
- Whether students who prefer to have access to interactive textbooks and obtain physical and hardcopy books that they keep in their library will need to opt out;
- How the AMP will affect initiatives to create open access zero-cost textbooks; and
- Whether students will have access to physical books if electronic books are not available.

Members discussed student perspectives on the AMP including affordability of education; the possibility of students opting out in large numbers; and the need to ensure stability for students. They heard from members on the needs of course-based graduate program students to access materials and the high levels of financial stress and lower completion rates. They discussed whether AMP should figure in discussion of new course-based program tuition and fees.

##### **5. Faculty of Graduate Studies and Research Name Change**

*Presenter(s):* Roger Epp, Interim Vice-Provost and Dean of FGSR

*Discussion:* R Epp presented the rationale for the change as a logical consequence of the Faculty of Graduate Studies and Research (FGSR) taking on the responsibility of post-doctoral students. He emphasized the value of demonstrating that FGSR is a home for post-doctoral students. He reminded members that this recommendation had been included in the final report of the external review committee and that the name proposed aligns with other U15 academic units.

Members expressed support for the proposal and reflected on the consultations in FGSR and with graduate students and post-doctoral fellows.

##### **6. Update on Continuing and Professional Education**

*Presenter(s):* Jessica Butts Scott, Associate Vice-President, Online and Continuing Professional Education

*Discussion:* Members heard from J Butts Scott who provided an update on the One University approach to Continuing Professional Education (CPE). She noted the alignment with *Shape* and the desire to increase access through high quality micro-credentials available on sufficient infrastructure. She provided an update on the current state of CPE at the university, the diversity of offerings, multiplicity of categories and numerous approaches to administering programs. She spoke to the growth across the university, the development of a framework and guidelines for development of microcredentials, and the development of tools and common frameworks of reference in CPE.

Members expressed their support for the directions for CPE and expressed a hope to see greater integration of CPE across the university. They provided examples of how CPE could be a mechanism to pilot for-credit offerings and generate revenue.

Members asked about online learning and the use of eClass to support student engagement; the ability for faculties to develop and implement programs in partnership with a CPE unit; asked who will be teaching in CPE programs.

#### 7. Budget Update (standing item)

*Presenter(s):* Todd Gilchrist, Vice-President (University Services and Finance)

*Discussion:* T Gilchrist invited members to upcoming town halls and reminded them about implementation of the new budget model. He described how for the first time, university-wide budget allocations and functional planning exercises were underway, with faculties to receive preliminary budget allocation letters at the end of November. He expressed a hope that all budgeting budgets will be approved prior to March 31, 2024.

He provided an update on the upcoming budget announcements from the Government of Alberta to learn about the operating and support grant noting the University typically receives them at the end of February. He described work to advocate for increases in funding for enrollment and related to cost of living. He noted that for fiscal year 2023-2024, the official enrollment numbers had not yet been confirmed but were expected to grow by 1-2%. He attributed growth to domestic undergraduate enrollment and noted a slight decline in international enrollment. He updated the committee on growth in investment incomes and that expenses are aligned with forecasts for the fiscal year.

#### 8. Question Period

*Presenter(s):* Verna Yiu, Interim Provost and Vice-President (Academic) and Chair of APC

Members noted the launch of *Shape* and asked the Chair about the role of APC in the roll out of the plan. V Yiu noted that the focus of the plan is people and growth. She commented that in implementation growth will be an important area of discussion for APC in the coming years.

### **CLOSING SESSION**

#### 9. Adjournment

- Next Meeting of APC: October 4, 2023
- Next Meeting of GFC: October 17, 2023