

General Faculties Council
Academic Planning Committee
Approved Open Session Minutes

Wednesday, January 31, 2024
SAB 2-31
2:00 PM - 4:00 PM

ATTENDEES:

Verna Yiu (Chair)
Bishoi Aziz
Heather Bruce
Sandeep Agrawal
Zengtao Chen
Darrell Dancause (delegate)
Chetan Dave
Christian Fotang

Tammy Hopper
Vadim Kravchinsky
Adrian Lam
Ola Mabrouk
Heather Seyl Miyashita
Andre McDonald
Norma Rodenburg
Chris Sprysak

Non-Voting Members:

Kate Peters
John Lemieux

Regrets

Todd Gilchrist

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

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

Discussion: The Chair began by acknowledging the territory.

THAT the GFC Academic Planning Committee approve the agenda as amended.

CARRIED

2. Comments from the Chair (no documents)- Introduction of the Associate Vice-President Information, Services and Technology and Chief Information Officer

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

Discussion: The Chair commented on the following;

- the passing of GFC and APC member K Rondeau;
- Holocaust Remembrance Day;
- recent Dean announcements;
- international enrolment update; and
- welcomed Shari Baraniuk, the new Associate Vice-President Information, Services and Technology and Chief Information Officer. S. Baraniuk thanked the Provost for the opportunity to meet with the Academic Planning Committee.

There were no questions.

CONSENT AGENDA

Materials before members are contained in the official meeting file.

3. Approval of the Open Session Minutes of January 10, 2024

The motion was moved and seconded.

THAT the GFC Academic Planning Committee approve the open session minutes of January 10, 2024.

CARRIED

ACTION ITEMS

4. Proposed Non-regulated Exclusions to Program Fees

Materials before members are contained in the official meeting file.

Presenter(s): Norma Rodenburg, Acting Vice-Provost and Registrar

Discussion: The Chair noted that in anticipation of this item coming forward, the committee was given some background on these proposals and the regulatory framework they fit within at the previous meeting. Today, this item is back with the proposals for a decision.

Members discussed:

- Student feedback and concerns for access to these fees and whether there had been conversations on student financial supports;
- Whether students immigration and citizenship status prevents them from participating in these types of courses;
- A question as to the information received during consultation concerning deterrents from students participating in programs, especially study abroad;
- A general question as to the cost of field coursework and how prohibitive it can be to fund these experiential courses;
- A question of whether there had been consideration of a minimum enrolment number if targeted.

The motion was moved and seconded.

THAT the GFC Academic Planning Committee recommend, with delegated authority from General Faculties Council, that the Board of Finance and Property Committee approve:

- the proposed New Non-Regulated Exclusion to Program Fees (set forth in Attachment 1)
- the proposed removal of Non-Regulated Exclusion to Program Fees (set forth in Attachment 2) as submitted on behalf of the relevant Faculties/Departments by the Registrar's Advisory Committee on Fees (RACF), to take effect as noted in each respective attachment.

CARRIED

DISCUSSION ITEMS

5. Safety on Campus (no documents)

Presenter(s): James Allen (Associate Vice-President, Asset Management & Operations, F&O); Carrie Smith (Vice-Provost (Equity, Diversity and Inclusion), Office of the Provost), Andrew Cooper (Manager, Regulatory & Consulting Services, HRHSE); Karsten Mundel (Vice-Provost (Learning Initiatives), Office of the Provost)

Discussion: The Chair noted that V Kravchinsky asked if the situation of security here on Campus could be discussed at this Committee. Soon after that, there was a Quad Post on the collective responsibility to look out for each other and make the university as safe and secure as possible. She introduced the presenters involved with the work on implementing restorative and transformative practices to ensure safety, justice and accountability.

J Allen explained that this is a cross portfolio approach and is a shared responsibility of all faculty, staff and students. The highlights of the initiative were reviewed. C Smith will be leading community conversations on safety beginning in February. A Cooper summarized the Safety Action Plan and the work to date. Presenters pointed to a dedicated website for this initiative and a Safety Summit is scheduled.

Members expressed thanks for the work that was ongoing. They made comments and asked questions including:

- The gap that exists regarding instructor safety in teaching spaces, and the perception that there was no pathway for instructors to seek supports;
- That administrators may be called upon to support their colleagues in navigating what to do and that the Office of the Dean of Students may not be the appropriate office to support instructors;
- The diversity of threats that individuals may experience ranging from physical threats, damage to University property, and feelings of vulnerability in University spaces;
- A question about how to manage situations involving suspicious persons on Campus;
- Whether there was a trend in limited progression among graduate students because of mental health issues or lack of support to transition to future endeavours;
- The issue of self-censorship among instructors who are hesitant to share certain information because of fear of students;
- The question of fire drills and lockdowns and the decision to discontinue initiatives to prepare for these incidents including the Active Shooter on Campus video;
- Whether there was a home on the University of Alberta website for members of the University Community to learn about these different aspects of support and prevention;
- Whether introductory training should be required of all members of the University community.

6. Centres and Institutes Task Force Report

Materials before members are contained in the official meeting file.

Presenter: André McDonald, Associate Vice-President (Strategic Research Initiatives and Performance), VPRI

Discussion: The Chair noted that APC holds delegated authority from GFC to approve the creation of academic centres and institutes and receives for discussion the annual report on Centres and Institutes. The Vice-President (Research and Innovation) supports the development of proposals for new academic centres and oversees an administrative committee that is responsible for reviewing proposals in detail.

A McDonald provided a summary of the purpose and the primary outcome of the report, including recommendations on how to support the Centres and Institutes in order to bolster institutional capacity and reputation building. The 19 draft recommendations are divided into two categories - strategic engagement and administrative directions. The consultation approach and pathway were reviewed and members were informed how to provide feedback.

Members discussed:

- Graduate researchers involved in interdisciplinary work and their struggle to navigate how to get involved outside their home department and faculty;
- Whether there were contemplated metrics for the path forward and how they may feed into overarching strategic objectives.

The Chair encouraged members to reach out with additional feedback.

ACTION ITEMS

7. Implementation of SHAPE: The University of Alberta Strategic Plan

Materials before members are contained in the official meeting file.

Presenter(s): Verna Yiu, Provost and Vice-President (Academic)

Discussion: The Chair noted the purpose of this item is to give the Committee a brief update on the development of the three-year implementation roadmap for *Shape*. The focus is to ensure that the work stays aligned so all of the major plans being developed in the University are moving in the same direction. The three-year implementation plan was reviewed. The transformational priorities were summarized with a discussion on the growth and rankings and how that will affect new levels of impact and recognition. Key deliverables and next steps were reviewed.

DISCUSSION ITEMS

8. Annual Enrolment Report

Materials before members are contained in the official meeting file.

Presenter(s): Norma Rodenburg, Acting Vice-Provost and Registrar; Tracy Raivio, Vice-Provost and Dean, Faculty of Graduate and Postdoctoral Studies

Discussion: The Chair noted that APC has responsibility over enrolment management and receives, discusses and provides feedback annually on an Enrolment Report. This year, for the first time, the Report includes both undergraduate and graduate enrolment.

The presenters provided an overview of the key components of the report which is available online. The annual statistics and comparisons from previous years were provided for both undergraduate and graduate students including a breakdown of domestic and international students. Targeted Enrolment expansion has driven growth. Current trends in Undergraduate and Graduate applicants were also reviewed.

Due to lack of time, there were no questions.

9. Cannabis Code of Practice

Materials before members are contained in the official meeting file.

Presenter(s): Jason Acker, Associate Vice-President, Research Integrity Support, VPRI

Discussion: The Chair noted that APC has responsibility over Academic Planning and more specifically, research policies and initiatives. The presenter provided information about a new initiative to obtain an institutional cannabis license and to provide feedback on plans for implementation of a new Cannabis Code of Practice.

Members suggested consulting the City of Edmonton concerning organisations who have recently changed their bylaws to accommodate the changes to legislation. A member asked about whether there was a possibility of growing cannabis for research purposes using the license.

10. Naming of Academic Entities

Materials before members are contained in the official meeting file.

Presenter(s): Verna Yiu, Provost and Vice-President (Academic); Elan MacDonald, Vice-President, External Relations; Kelly Spencer, Associate Vice-President, Development and Alumni Relations, External Relations

Discussion: The Chair noted that Academic Namings are done in partnership between the Provost's portfolio and External Relations. The purpose of this item is to give APC a briefing on how the process works to name an academic identity, but also to ask for advice.

Members asked:

- If the naming would be permanent;
- Whether there was a distinction between naming a department or a school and comparables in terms of other institutions;
- How many universities have named academic units;
- How reputational risks are going to be mitigated and whether the naming could be revoked;
- How much money was involved and how this was being assessed to determine the value to the University;
- How the funds would be used and to what extent they could be leveraged;
- How the name would be employed and what operational impacts there may be, for example, changes within the University Calendar, parchment;
- Whether naming a department would prevent the university from making structural changes.

11 Budget Update (standing item)

Presenter(s): Verna Yiu, Provost and Vice-President (Academic) and Chair, APC; Darrell Dancause, Associate Vice-President, Finance, Procurement and Planning

Discussion: The presenter provided a budget update including a summary of changes to utilities costs. The tour of Deans' budget presentations are set to begin next week.

Members asked how the flex funds are disbursed before year end, noting the impact of small amounts of funds that can be beneficial to smaller units.

12. Question Period

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

There were no questions.

CLOSING SESSION

13. Adjournment
 - Next Meeting of APC: March 6, 2024
 - Next Meeting of GFC: February 26, 2024