



General Faculties Council
ACADEMIC PLANNING AND PRIORITIES COMMITTEE
Approved Minutes

Meeting #138
September 27, 2021, 2:00 p.m.

By Zoom platform

Voting Members

Teri Balsler, Co-Chair
Tara Beattie, Academic Co-Chair
Elena Braverman
Michael Hart
Nicole Schmidt
Tanille Shandro – arrived during Item 3
Malinda Smith – left during Item 4, returned during Item 5
Dora Tam
Amy Warren
Penny Werthner
Barry Wylant

Non-Voting Members

Violet Baron
David Stewart
Melanie Zimmer

Secretary

Susan Belcher

Scribe

Tasha Hodzic

Staff

Elizabeth Sjogren

Regrets

Nicole Culos-Reed

Guests

Susan Barker, Vice-Provost (Student Experience) – present for Items 7-9
Sandra Davidson, Dean, Faculty of Nursing – present for Item 4
Jennifer de Roaldes, Associate Registrar, Admissions and Recruitment – present for Item 7
Jim Dewald, Dean, Haskayne School of Business – present for Item 3
Sandy Hershcovis, Professor, Associate Dean, Haskayne School of Business – present for Item 3
Mary O’Brien, Associate Dean (Policy and Program Development), Faculty of Graduate Studies – present for Item 5
Robin Yates, Dean and Vice-Provost (Graduate Studies) – present for Item 5

Observers

Christine Johns, Senior Director (Academic & International Strategies)
Kelly Kay Spurlock, Analyst, Planning & Reviews, Office of the Provost – present for Items 3 and 4

The Co-Chair called the meeting to order at 2:02 p.m. and confirmed quorum.

1. Approval of the Agenda

Moved/Seconded

That the Agenda for the September 27, 2021 Academic Planning and Priorities Committee meeting be approved.

Carried

2. Remarks of the Co-Chair and Academic Co-Chair

The Co-Chair and Academic Co-Chair welcomed Malinda Smith, Vice-Provost (Equity, Diversity and Inclusion), Michael Hart, Vice-Provost (Indigenous Engagement), and Dora Tam, Academic Co-Chair of the Research and Scholarship Committee, on this occasion of their first Committee meeting.

The Academic Co-Chair encouraged members to reach out with any questions or concerns.

3. Quality Assurance Mid-Term Unit Review Report for the Haskayne School of Business

Documentation for this item was circulated with the Agenda. Jim Dewald, Sandy Hershcovis and Teri Balser, Provost and Vice-President (Academic), presented this item.

Highlights:

- The presenters provided an overview of the quality assurance mid-term unit review report for the Haskayne School of Business, highlighting the progress made on the recommendations to increase the gender equity and research faculty complement
- The Committee discussed the recommendations and actions, in particular:
 - The recommendations to increase the focus on research and the reward of research productivity. The presenters noted that the journal lists for reward systems are complementary to other internal research award systems.
 - Efforts to meet the recommended ratio of research to teaching faculty and equity of faculty in the research stream. The presenters noted that budgetary constraints and the needs of concentrations requiring core teaching faculty have impacted the ratio of research to teaching faculty target and highlighted that new faculty hires are more equitable and balanced between research and teaching faculty
 - The efforts and challenges to secure stable long-term funding to support research through a new funding plan, which is in development
- In response to questions, the presenters explained that:
 - The Haskayne School of Business is supportive of using the Declaration on Research Assessment (DORA) standards for assessing scholarly research and recognizes academic research through other channels, noting that Journal lists are standard for Business schools
 - Low enrollment is not a defined threshold and concentrations may be merged with similar areas for more efficient programing
 - The recommendation to balance gender equity through recruitment efforts will be expanded towards hiring members of other equity-seeking groups

4. Quality Assurance Mid-Term Unit Review Report for the Faculty of Nursing

Documentation for this item was circulated with the Agenda. Sandra Davidson and Teri Balser presented this item.

Highlights:

- The presenters provided an overview of the quality assurance mid-term unit review report for the Faculty of Nursing and reported on the progress made on the recommendations. The Dean also noted the budget reductions and the impact to work across the Faculty.
- The Committee discussed the recommendations and actions, in particular:
 - Identifying synergies for course offerings and working with field experts to design courses with a Nursing focus
 - Engagement with graduate students to identify opportunities for students to continue to learn in community practice
 - Suggested an award offered by nominating staff from other employee groups to increase awareness of staff roles and recognize staff accomplishments
- In response to questions, the presenters explained that:
 - Online learning has provided greater access to graduate certificate, doctoral and PHD course offerings for students and will continue to be offered online
 - The Doctor of Nursing Program is an applied doctorate with a focus on systems leadership and innovation, course development is underway to integrate big data analysis into the program
 - The Faculty will be reviewing admission pathways among graduate programs for indigenous students and offering programs that accommodate the needs of a diverse group of students

5. Approval of an Extension to the English Language Proficiency Tests Qualifications for Admission to Graduate Programs

Documentation for this item was circulated with the Agenda. Mary Grantham O'Brien and Robin Yates presented this item.

Highlights:

- The proponents provided an overview of the changes, explaining that the Faculty of Graduate Studies proposes to include the TOEFL iBT Home Edition Test among the accepted English Language Proficiency (ELP) examinations, and to extend the use of the Duolingo English Test through the Summer 2024 intake as a temporary measure due to students being unable to access testing centres as a result of the COVID-19 pandemic. It was noted that the score or test requirements can be adjusted to suit program needs.
- In response to questions, the proponents explained that:
 - The TOEFL iBT and Duolingo ELP examinations have been available for several years, and recently accepted for admission to graduate programs
 - The results of student success and outcomes will be reported on as more data becomes available

Moved/Seconded

That the Academic Planning and Priorities Committee approve the revisions to section A.1 Qualifications of the Graduate chapter of the University Calendar:

1. to permanently include the TOEFL iBT Home Edition Test among the list of acceptable English Language Proficiency (ELP) tests for admissions to graduate programs; and

2. to include the Duolingo English Test among the list of acceptable ELP tests for the Fall 2022 through the Summer 2024 academic terms for admission to graduate programs as set out in the document provided to the Committee.

Carried

6. Approval of the Dissolution of the Campus and Facilities Development Subcommittee

Documentation for this item was circulated with the Agenda. Susan Belcher, University Secretary, presented this item.

Highlights:

- The proponent provided an overview of the proposal to dissolve the Campus and Facilities Development Subcommittee (CFDS) and have the APPC assume the responsibilities previously delegated to CFDS by APPC.
- The Committee discussed the impacts of the dissolution on the consultation process and the expertise the CFDS members provided in the evaluation of projects. It was noted that there are multiple levels of consultation provided across the University and the input of these consultations will continue to be incorporated into submissions brought to the APPC.
- In response to a question, it was explained that the responsibility for the review of technological and physical infrastructure as it relates to academic priorities and plans was delegated to the CFDS and remained a responsibility of the APPC under the Terms of Reference. Given the limited frequency of business for the CFDS, the APPC has the capacity to carry out these responsibilities.
- The Committee decided to postpone this decision to allow for additional discussion with the CFDS Academic Co-Chair and notify the CFDS members

Moved/Seconded

That the Academic Planning and Priorities Committee dissolve the Campus, Facilities and Development Subcommittee (CFDS) effectively immediately, as presented to the Committee.

Withdrawn

7. Approval of Changes to Undergraduate Admission Requirements

Documentation for this item was circulated with the Agenda. Susan Barker and Jennifer de Roaldes presented this item.

Highlights:

- The proponents provided an overview of the proposed changes, which include clarifying the admissions process to align with Faculty admissions regulations, extending the use of Duolingo for ELP assessment for undergraduate admissions and changes that are required for admissions due to the on-going pandemic
- In response to a question, it was explained that data on the outcomes of students using Duolingo for ELP is currently limited and will continue to be collected and reported on
- The Committee discussed the need for further consultation on the Diverse Qualifications admissions language with the Office of Equity, Diversity and Inclusion

- The Committee reported minor editorial changes and recommended that the proposed language used for Diverse Qualification admissions be amended to use “equitable inclusion” in place of “diverse”

Moved/Seconded

That the Academic Planning and Priorities Committee approve the revisions to the Admission Requirements listed under Sections:

- A.5.2 *International High School Admissions,*
- A.5.3 *Transferring from another Post-Secondary Institution,*
- A.5.3.1 *Transfer Admission Requirements,*
- A.5.4 *Adult Student Admission,*
- A.6.1 *Required to Withdraw Students,*
- A.8.1 *Visiting Students,*
- A.9 *Diverse Qualification Admission Process,*
- A.10 *Combined or Concurrent degree admissions,*
- A.11 *English Language Proficiency,*
- A.12 *Transfer Credit/Advanced Standing, and*
- A.14.2 *Admission Requirements*

in the University Calendar and as set out in the documents provided to the Committee, effective for the Fall 2022 admissions cycle, and as recommended by the Calendar and Curriculum Subcommittee, with the requested amendments.

Carried

Michael Hart and Malinda Smith abstained

8. Approval of Changes to the Academic Regulations Section G. Examinations and Tests

Documentation for this item was circulated with the Agenda. Susan Barker presented this item.

Highlights:

- The proponent provided an overview of the proposed changes, which would provide more flexibility to offer final exams for blended courses in the modality deemed most appropriate by the instructor and as approved by the Associate Dean
- In response to a question, it was explained that the changes will take effect for the Winter 2022 term and do not apply to the regulation that a course delivered entirely online must also have an online final exam
- The Committee discussed the impacts of online assessments in evaluating competencies for certification

Moved/Seconded

That the Academic Planning and Priorities Committee approve the changes to Section G. *Examinations and Tests* in the Academic Regulations in the University Calendar, as set out in the document provided to the Committee, effective for the 2021-2022 Calendar, and as recommended by the Calendar and Curriculum Subcommittee.

Carried

9. Changes to the Academic Regulations Section B.16 Personal Information

Documentation for this item was circulated with the Agenda. Susan Barker presented this item.

Highlights:

- The proponent provided an overview of the changes, highlighting that the changes will reduce barriers and provide a more inclusive process for students seeking to change their primary name through the Student Center by a statutory declaration and clarifying the language on how and when emergency contact information will be used
- In response to a question, it was explained that students who change their primary name will also need to update their preferred name as they are used by separate systems
- The Committee commented on the importance of the use of names for transgender and Indigenous students and future developments for University systems to be able to update primary names for students with one or multiple names

Moved/Seconded

That the Academic Planning and Priorities Committee approve the changes to Section B.16 *Personal Information* in the Academic Regulations of the University Calendar, as set out in the document provided to the Committee and as recommended by the Calendar and Curriculum Subcommittee.

Carried

10. Future Outlook

The Co-Chair reported on the status of Growth Through Focus, next steps for the Transdisciplinary Areas of Focus and efforts for transdisciplinary and community scholarship.

The Committee discussed:

- The development of a framework for micro-credentials, including program development and access, stackable credentials and undergraduate proposals that are anticipated in the future
- The impacts on student enrolment and modality of program and course offerings due to the pandemic. The Co-Chair reported that the University has seen an increase in international student enrollment with domestic student enrollment remaining stable.

11. Ministry Program Approval Process Update

Christine Johns presented this item.

The presenter reported that the Ministry has modified the program approval process to shorten the time needed for the review and approval of certificate and degree programs. The modified process includes new templates for program approvals and delegation by the Campus Alberta Quality Council (CAQC) to the University to complete audits of its programs once every 5 years.

12. Implementation Update for the Approved Curriculum Changes for the Master of Biomedical Technology

Documentation for this item was circulated with the Agenda for information only.

13. Revisions to the GFC Standing Committee, APPC and CCS Terms of Reference

The Committee discussed the changes to the Terms of Reference (ToR), and it was proposed to include language on the University's commitment to EDI and Indigenous engagement in the ToR, and the Alberta Union of Provincial Employees (AUPE) Representative Member raised a suggestion for changing non-voting members to voting members, which was supported by the Faculty Association of the University of Calgary representative. Some discussion was held and the Co-Chair agreed to take these points away for future consideration. The University Secretary reported that changes to the ToR can be recommended to the Executive Committee at any time.

14. Status of Program Approvals Report

Documentation for this item was circulated with the Agenda for information only.

15. Other Business

Susan Belcher was thanked for her work in supporting the Committee on this occasion of her last meeting.

16. Adjournment**Moved/Seconded**

That the Academic Planning and Priorities Committee adjourn the September 27, 2021 meeting.

Carried

The meeting was adjourned at 4:00 p.m.

Susan Belcher
University Secretary