



General Faculties Council  
**ACADEMIC PLANNING AND PRIORITIES COMMITTEE**  
Approved Minutes

May 13, 2024, 2:00-4:00 p.m.

A167 (Governors Boardroom)/Zoom

***Voting Members***

Robin Yates (Co-Chair) – left during Item 6  
Dawn Johnston (Academic Co-Chair)  
Mark Bauer  
Cydnee Seneviratne\* – left during Item 7  
Barbara Brown  
Sheri Madigan\* – arrived during Item 2, left during Item 6  
Shawna Cunningham – left during Item 7  
Kristin Baetz  
Ermia Rezaei-Afsah\* – left during Item 7

***Regrets***

Marjan Eggermont  
Malinda Smith  
Alexandria Poppendorf

***Guests***

Dianne Gereluk, Dean, Werklund School of Education – for Item 4  
Sheila LeBlanc, Associate Vice-President (Continuing Education) – for Item 5  
Tara Beattie, Co-Chair, Graduate Academic Program Subcommittee – for Item 6  
Amy Dambrowitz, Registrar and Co-Chair, Calendar and Curriculum Subcommittee – for Item 6  
Vanessa Wood, Deputy Registrar – for Item 6  
Wendy Benoit, Interim Vice-Provost (Teaching and Learning) – for Items 6 and 7  
Anders Nygren, Vice Dean, Schulich School of Engineering – for Item 7  
Arin Sen, Head, Department of Chemical and Petroleum Engineering, Schulich School of Engineering – for Item 7

*\*Attended virtually*

***Non-Voting Members***

Hannah Ashton  
Justine Wheeler\* – left during Item 7  
Melanie Zimmer

***Secretary***

Courtney McVie

***Scribe***

Michelle Speta

***Resource Personnel***

Christine Johns

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

**1. Approval of the Agenda & Traditional Land Acknowledgement**

Mark Bauer, Associate Professor, Faculty of Science provided the Traditional Land Acknowledgement.

**Moved/Seconded**

That the Agenda for the May 13, 2024 Academic Planning and Priorities Committee meeting be approved.

**Carried**

## **2. Remarks of the Co-Chairs**

The Co-Chair reflected on the events of the past several days regarding the Pro-Palestine protests and encampment. The University's commitments to safety and free speech on campus were reiterated.

## **3. Approval of the April 15, 2024 Meeting Minutes**

Documentation was circulated with the Agenda.

An amendment was requested to Item 5 ensure clarity regarding the AUPE representative's request for non-voting members of the Committee to become voting members.

### **Moved/Seconded**

That the Minutes from the April 15, 2024 Academic Planning and Priorities Committee meeting be approved with the requested amendment.

**Carried**

## **4. Werklund School of Education Midterm Unit Review Report**

Documentation was circulated with the Agenda. Dianne Gereluk, Dean, Werklund School of Education, presented this item for discussion.

Highlights:

- The presenter shared that the Werklund School of Education's (WSE's) unit review was completed in 2021 and resulted in 21 recommendations
- The presenter highlighted actions the WSE has taken in response to the recommendations, which include:
  - Focus on fostering a unified Faculty culture ("One Werklund") through teambuilding events and enhanced internal communications (e.g., monthly newsletter, digital bulletin board) and by increasing engagement with sessional instructors
  - Initiating a review of the Educational Study Areas (EDSA) organizational structure and associated governance processes, with a particular focus on decolonization and inclusivity
  - Development of targeted marketing for graduate programs
  - Initiating a curriculum review of the Master of Education (MEd) program
  - Centralizing Teaching and Learning, Research, and Internationalization together in an Academic Support Office, which has resulted in improved success rates for Faculty grant applications
  - Piloting a Community of Practice for Indigenous graduate students
- Although one of the recommendations included reconsideration of the summer on-campus residency in the Community-based Bachelor of Education (BEd) degree program, the WSE believes that this is an important component of the program to maintain because of the connection it fosters for the students with their cohort and the Faculty
- Conversations are ongoing regarding building faculty member capacity for Indigenous programming and ensuring the financial sustainability of land-based programming

- In response to questions, it was explained that:
  - WSE's student demographic is approximately 80% female and 20% male. Historically, the Faculty has seen an increase in male students during economic downturns.
  - Conversations are starting regarding focused marketing/recruitment specifically for Black students
- The Committee shared appreciation of the focus on Indigenous students, noting that WSE has the highest proportion of Indigenous graduate students of all Faculties at the University

#### **5. Recommendation of the Updates to the Non-credit Professional and Continuing Education Credentials Framework**

Documentation was circulated with the Agenda. Sheila LeBlanc, Associate Vice-President (Continuing Education) and Christine Johns, Associate Deputy Provost, presented this item.

Highlights:

- The presenter provided an overview of the proposed updates to the Non-credit Professional and Continuing Education Credentials Framework, which include the introduction of a micro-credential category in which students will be permitted to apply credit courses towards their non-credit micro-credential
- Like non-credit certificates and diplomas, the micro-credentials are assessed learning. Non-credit certificates and diplomas are under the purview of the APPC, but it is proposed that approval authority for micro-credentials be delegated to Continuing Education, with a requirement for annual reporting to the APPC.
- Non-assessed learning offered by Continuing Education is also internally approved
- In response to questions, it was explained that:
  - There is no consistency across the Western world in the terminology used for non-credit credentials. In the United States, the term "Continuing Education certification/credential" is gaining popularity.
  - There is neither a national nor provincial qualifications framework for non-credit credentials
  - Ontario is in the process of developing a framework, however their approach of cataloging credentials based on labour market demands has resulted in challenges
- The Committee noted that the development of a provincial qualifications framework would be a helpful step towards improving employer recognition of non-credit credentials

#### **Moved/Seconded**

That the Academic Planning and Priorities Committee recommend that the General Faculties Council approve the updates to the Non-credit Professional and Continuing Education Credentials Framework, effective immediately, as set out in the document provided to the Committee.

**Carried**

**6. Approval of the Changes to the Academic Regulations: Section E. Course Information and Section G. Academic Assessments and Examinations**

Documentation was circulated with the Agenda. Amy Dambrowitz, Registrar, Vanessa Wood, Deputy Registrar, and Wendy Benoit, Interim Vice-Provost (Teaching and Learning), presented this item.

Highlights:

- The Co-Chairs of the Graduate Academic Program Subcommittee (GAPS) and Calendar and Curriculum Subcommittee (CCS) provided an overview of the respective discussions on the proposed academic regulation changes. In particular, the GAPS discussion brought clarity on how to resolve issues when the student and the instructor do not agree, and the most recent CCS discussion focused on operationalization of the regulations.
- The presenters reported an amendment to Section E.1 c) to strike “expected” and replace with “asked but will not be required” in the bullet point regarding student participation as subjects or researchers when research on human subjects is taking place in the course
- In response to questions, it was explained that the regulations were intentionally written to leave open the possibility of an online course having an in-person final exam. Although generally online courses have online final exams, an instructor may elect to hold the final exam in-person, if approved by the Dean (or delegate) and stated on the course outline.
- As a future consideration, the Committee discussed the idea of centralizing the review of requests for accommodation on protected grounds other than disability. Accommodations for disability are currently centralized through Student Accessibility Services.
- The Students’ Union (SU) President shared that the SU had been extensively consulted and was in full support of the changes
- The Committee observed that the document requires copyediting and reorganization for readability. Additionally, the following amendments were raised:
  - Clarification of instructions for students requesting accommodation on protected grounds other than disability, and addition of a direct link to University information on the same, in Section G.1.4 (b)
  - Revision of Section G.2.3 to read “the Dean may approve” rather than “the Dean will approve” regarding transfer weight that exceeds the 50% maximum for a final examination
  - Review of language to ensure consistent terminology for the approval authority, e.g., “Dean or designate”
  - Review Section G.2.1 to confirm if it could be revised to require that students receive at least 30% of their course grade (or equivalent formal feedback in non-graded courses) one week prior to the withdrawal deadline, rather than by the withdrawal deadline

*Secretary’s Note: At the conclusion of the discussion, the motion was withdrawn and the Committee directed that the proponents be asked to return to the next Committee meeting with a revised proposal for final approval.*

## **7. Approval of the Reactivation of the Bachelor of Science (BSc) in Oil and Gas Engineering, Schulich School of Engineering**

Documentation was circulated with the Agenda. Anders Nygren, Vice Dean, Schulich School of Engineering, and Arin Sen, Head, Department of Chemical and Petroleum Engineering, Schulich School of Engineering, presented this item.

Highlights:

- The presenters provided an overview of what has changed since the program was suspended in 2021 noting that geopolitical changes have resulted in an increased emphasis on energy security and sector longevity. Locally, there has been increased growth and investment in the oil and gas industry, along with the completion of the Trans Mountain pipeline expansion and LNG Canada expecting to commence commercial operations in 2025.
- The Schulich School of Engineering is considered a global leader in oil and gas research and teaching, with a long history of working in partnership with industry
- The presenters shared that on the recommendation of the Academic Program Subcommittee (APS), they have collected letters of support from industry partners, which have been enclosed with the proposal. Support from the Canadian Association of Petroleum Producers (CAPP) was highlighted.
- Rationale for reactivation further includes interest from students; 20 students have enrolled in the Minor in Petroleum Engineering for the Fall term.
- In response to questions it was explained that:
  - This program is only open to students who have already completed the first year of engineering, but there are existing mechanisms for transfer students from other universities.
  - The program will be reviewed in the year ahead to determine whether curriculum changes are required to make the program resilient to future economic downturns. Considerations will include incorporating content pertaining to data analytics and energy transition fields (e.g., carbon capture and storage, hydrogen).

*Secretary's Note: The APPC approved Item 7 by electronic vote following the meeting due to loss of quorum.*

## **8. Recommendation of the Revisions to the APPC, CCS, GAPS, and APS Terms of Reference**

Documentation was circulated with the Agenda. Courtney McVie, University Secretary, presented this item.

Highlights:

- The presenter explained that all proposed Terms of Reference (TOR) revisions were discussed at their respective committees over the past several months
- The APPC had the most dialogue, from which feedback was incorporated into the version submitted for recommendation at today's meeting, with the exception of the request to change non-voting members to voting members as that change would require a broader mandate. In that regard, a review of the non-voting membership will be conducted this summer together with an environmental scan of peer institutions. The results of this review will be shared with the APPC in the fall, and any resulting recommendations would proceed to the General Faculties Council for approval.

*Secretary's Note: The APPC approved Item 8 by electronic vote following the meeting due to loss of quorum.*

**9. Program Approvals Status Report**

Documentation was circulated with the Agenda for information only.

**10. Subcommittee Reports**

Documentation was circulated with the Agenda for information only.

The Academic Program Subcommittee provided a report for the meeting held April 8, 2024. The Graduate Academic Program Subcommittee provided a report for the meeting held April 17, 2024. The Calendar and Curriculum Subcommittee provided a report for the meeting held April 18, 2024.

**11. Other Business**

There was no other business.

**12. Adjournment**

The meeting was adjourned by consensus at 4:05 p.m.

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Courtney McVie  
University Secretary