



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

April 15, 2024, 2:00-4:00 p.m.

A167 (Governors Boardroom)/Zoom

***Voting Members***

Robin Yates (Co-Chair)  
Dawn Johnston (Academic Co-Chair)  
Mark Bauer  
Cydnee Seneviratne\*  
Marjan Eggermont  
Barbara Brown  
Malinda Smith  
Kristin Baetz  
Shaziah Jinnah Morsette

***Secretary***

Courtney McVie

***Scribe***

Michelle Speta

***Resource Personnel***

Christine Johns

***Observers***

Ermia Rezaei-Afsah

***Regrets***

Shawna Cunningham  
Sheri Madigan  
Kirsten Nepriily

***Non-Voting Members***

Hannah Ashton  
Justine Wheeler\*  
Melanie Zimmer

***Guests***

Oleksiy Osiyevskyy (Associate Dean, Policy & Program Development, Faculty of Graduate Studies) –  
for Item 4  
Catherine McLeod (Senior Director, Strategic Operations, Faculty of Graduate Studies) – for Item 4

*\*Attended virtually*

The Co-Chair called the meeting to order at 2:01 p.m. and confirmed quorum.

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

The Academic Co-Chair provided the traditional land acknowledgement.

**Moved/Seconded**

That the Agenda for the April 15, 2024 Academic Planning and Priorities Committee meeting be approved.

**Carried**

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

The Co-Chair extended thanks to Shaziah Jinnah Morsette on this occasion of her last APPC meeting and welcomed incoming Students' Union president Ermia Rezaei-Afsah who observed the meeting.

The Co-Chair shared that Tara Beattie has been named as Dean and Vice-Provost of Graduate Studies and extended congratulations to Christine Johns on her new position of Associate Deputy Provost.

## **3. Approval of the March 25, 2024 Meeting Minutes**

Documentation was circulated with the Agenda.

Amendments were requested for agenda items 5 and 6 to note there would be no impacts to AUPE staffing.

### **Moved/Seconded**

That the Minutes from the March 25, 2024 Academic Planning and Priorities Committee meeting be approved with the requested amendments.

**Carried**

## **4. Approval of the 2024-2025 Revisions to the Graduate Admission Regulations**

Documentation was circulated with the Agenda. From the Faculty of Graduate Studies, Oleks Osiyevskyy, Associate Dean, Policy & Program Development, and Catherine McLeod, Senior Director, Strategic Operations presented this item.

Highlights:

- The presenters provided an overview of the proposed changes, which include: adding information regarding how grade point averages (GPAs) are calculated to provide clarity for applicants from institutions outside of North America; setting a deadline by which students must have applied for their study permits to have a deferral of admission request considered on these grounds; and adding graduate certificates to the regulations for advanced credit.
- In response to questions, it was explained that:
  - Graduate programs can recommend admission of students who do not meet the Faculty of Graduate Studies' (FGS) minimum GPA requirement by submitting a memo to FGS for approval
  - Different pathways to admission is an emerging conversation at the graduate level
- The Committee requested an amendment to Section G.A.1 to strike "grading scale" from the last sentence of the first paragraph and replace with "credit structure and grading scale", pending consultation with the Registrar
- For future consideration, the Committee suggested a review of the language used in Section G.A.5 *Graduate Offer of Admission* regarding change of program requests to ensure consistency in language (i.e., "the Graduate Program Director, and the prospective supervisor, where applicable" versus "the graduate program"), while keeping in mind that the regulation applies to both thesis-based and course-based students

**Moved/Seconded**

That the Academic Planning and Priorities Committee approve the 2024-2025 revisions to the Graduate Admission Regulations, as recommended by the Graduate Academic Program Subcommittee and as set out in the documents provided to the Committee, with the requested amendment.

**Carried****5. Revisions to the APPC Terms of Reference**

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

Highlights:

- The presenter shared that governance committee Terms of Reference (TORs) undergo a fulsome review every three years
- The presenter explained that minor changes have been proposed to create alignment with language used in other Committee TORs, clarify what “major program changes” are, update language as a result of the new Academic Calendar, and revise approval authority to align with the proposed move of program suspension approvals to the Academic Program Subcommittee (APS) and Graduate Academic Program Subcommittee (GAPS)
- In response to questions, it was explained that:
  - The composition and structure of the General Faculties Council (GFC) Standing and Subcommittees was designed by a task force approximately ten years ago, following fundamental principles of post-secondary institutional governance and the requirements of the Alberta *Post-Secondary Learning Act* (PSLA)
  - The GFC Standing and Subcommittees were designed based on the essential importance of clear and collaborative academic decision-making. The Task Force highlighted the principle that academic decisions are made by academic staff, but the importance of the staff groups on campus (AUPE, MaPS, TUCFA) was noted and non-voting member seats were added to ensure these voices are at the table
- The Committee’s discussion included:
  - The need for clarity regarding the rationale for non-voting members and their intended roles on committees
  - The potential for the voting versus non-voting membership structure to create a hierarchical environment
  - The AUPE representative’s request for non-voting members to become voting members
  - The desire of the Students’ Union to have increased representation of the student voice on committees
- The Committee requested a further revision to Section 4 (d) to clarify that the Committee does not develop or create proposals and/or processes

**6. Approved Revisions to the 2024-2025 GFC and GFC Standing Committees Meeting Schedule and the 2025-2026 Meeting Schedule**

Documentation was circulated with the Agenda for information only.

**7. Program Approvals Status Report**

Documentation was circulated with the Agenda for information only.

**8. Subcommittee Reports**

Documentation was circulated with the Agenda for information only. The GAPS provided a report for the meeting held March 13, 2024.

**9. Other Business**

There was no other business.

**10. Adjournment**

The meeting was adjourned by consensus at 2:54 p.m.

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Courtney McVie  
University Secretary