

General Faculties Council
ACADEMIC PLANNING AND PRIORITIES COMMITTEE
Approved Minutes

Meeting #86
March 5, 2018, 2:00 p.m.

A167

Voting Members

Dru Marshall, Co-Chair
Robert Thompson, Academic Co-Chair
Branden Cave
Jacqueline Jenkins
Ebba Kurz
Anders Nygren
Brit Paris
Sharon Robertson

Non-Voting Members

Sandra Hoenle
Kevin McQuillan
Marc Wrubleski

Secretary

Susan Belcher

Scribe

Cherie Tutt

Regrets

Andy Knight
Richard Sigurdson

Guests

Angelique Saweczko, Registrar – present for Items 4 - 8

Observers

Christine Johns, Senior Director (Academic & International Strategies)

The Co-Chair called the meeting to order at 2:03 p.m. and confirmed quorum.

1. Approval of the Agenda

Moved/Seconded

That the Agenda for the March 5, 2018 Academic Planning and Priorities Committee meeting be approved.

Carried

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

The Co-Chair included the following in her remarks:

- The federal budget was announced last week and was positive for the Post-Secondary Sector. The budget includes funding for research to reflect recommendations in the Naylor Report and investment in indigenous education.
- The provincial budget will be announced March 22, 2018. The University's Comprehensive Institutional Plan Appendix A: Financial and Budget Information will be brought forward for approval by the Board of Governors at the March 16, 2018 meeting and will be adjusted, if required, based on the provincial budget.
- It is anticipated that the provincial budget may include funding for increased enrolment in technology-related programs
- The Minister of Advanced Education announced last week that the Alberta College of Art and Design has been granted university designation and that Red Deer College and Grande Prairie Regional College have received approval to pursue becoming universities and develop full degree programs. The Committee discussed the impacts of these changes.

The Academic Co-Chair made no remarks.

3. Approval of the February 12, 2018 Meeting Minutes

Documentation for this item was circulated with the Agenda.

Moved/Seconded

That the Minutes of the Academic Planning and Priorities Committee meeting held on February 12, 2018 be approved, with the requested amendment.

Carried

4. Calendar and Curriculum Subcommittee Report for the February 22, 2018 Meeting

Documentation for this item was circulated with the Agenda. Angelique Saweczko presented this item.

There were no questions.

5. Approval of Revisions to the Extenuating Circumstance Withdrawal Regulations

Documentation for this item was circulated with the Agenda. Angelique Saweczko presented this item.

Highlights:

- The proponent reported that the Extenuating Circumstance Withdraw (EW) Regulations were introduced last year, and that, to assess how the regulations are working, and in response to feedback received from the Faculties, the Calendar and Curriculum Subcommittee (CCS) is proposing changes to the EW Regulations. The proposed changes provide greater clarity on timelines and the process for applying for an EW.
- In response to a question, it was explained that it is current practice for graduate students to

submit their EW requests to the Registrar's Office and not the Faculty of Graduate Studies, and that the EW Regulations have been updated to reflect this

- The Committee requested:
 - That the regulations be renamed 'Extenuating Circumstance Withdrawal Regulations'
 - Some minor edits to the wording and asked that the proponent review the use of 'withdraw' and 'withdrawal' for consistency

Moved/Seconded

That the Academic Planning and Priorities Committee approve the revisions to the Extenuating Circumstance Withdrawal Academic Regulations, as set out in the document provided to the Committee, and as recommended by the Calendar and Curriculum Subcommittee and the Graduate Academic Program Subcommittee, with the requested amendments.

Carried

6. Approval of Revisions to the Open Studies Regulations

Documentation for this item was circulated with the Agenda. Angelique Saweczko presented this item.

Highlights:

- The proponent reported that, last year some major revisions were made to the Open Studies Regulations, but that some further changes are required to provide clarity on the admission requirements and the term "In Good Standing"
- The Committee discussed the period of time that a student needs to wait before being able to reapply for Open Studies depending if they have been required to withdraw or if they have been suspended, and if the period of time should reflect when they can apply versus when they can register. The Registrar explained that a student can apply to Open Studies for any term, and that the Registrar's Office needs to have a student's final grades to evaluate them for admission as there is no conditional admission to Open Studies.
- In response to a question, it was explained that a student who is required to withdraw from one Faculty may apply in the next available term to another Faculty if the reason they were required to withdraw is tied to progression or if the other Faculty has a lower required to withdraw threshold
- The proponent further reported that a student who has been required to withdraw because of academic failure has to wait 12 months to apply to Open Studies as typically this type of student would not be eligible for any other program, and would be required to complete some upgrading at another institution before applying to Open Studies
- The Committee requested that:
 - In C.1 "may not register" be changed to "may not apply" and that "the term they last attended" be changed to "the term in which they were last registered"
 - In C.6 that "Student" be changed to "Students" and that "are not permitted to register" be changed to "are not permitted to apply"

Moved/Seconded

That the Academic Planning and Priorities Committee approve the revisions to the Open Studies Regulations, as set out in the document provided to the Committee, and as recommended by the Calendar and Curriculum Subcommittee, with the requested amendments.

Carried**7. Approval of Revisions to the Early Admission Requirements for the Faculty of Arts**

Documentation for this item was circulated with the Agenda. Angelique Saweczko presented this item.

Highlights:

- The proponent reported that the Faculty of Arts has recently made a number of changes to their admission requirements, but that complementary changes to the Early Admission Process Regulations were missed and need to be updated to reflect the admission changes
- In response to questions, it was explained that:
 - There are no prerequisite notes in the Early Admissions Process table, as this table is used to outline the process for admitting students early and not for final admission
 - The asterisk in the required courses box can be removed as it is no longer needed and was used to refer to a list of approved courses. The approved courses are now listed following the table.

Moved/Seconded

That the Academic Planning and Priorities Committee approve the revisions to the Early Admission Process Regulations for the Faculty of Arts, as set out in the document provided to the Committee, and as recommended by the Calendar and Curriculum Subcommittee.

Carried**8. Application Submission Initiative (ASI) Report**

Documentation for this item was circulated with the Agenda. Angelique Saweczko presented this item.

Highlights:

- The Committee received a presentation on the provincial government's Application Submission Initiative (ASI) report, which provides the University with statistics on application numbers for both the University of Calgary and other institutions. It was explained that the numbers include both undergraduate and graduate applicants/applications, and include data for total applications, qualified and offered, qualified and not offered, and acceptance and conversion rates.
- In response to questions, it was explained that:
 - The data provided to the Committee is only for the University of Calgary. Members of the Committee were invited to contact the Registrar if they would like to view the data for

other institutions.

- There are more offers made for each program than there are spots available and the Office of the Registrar works with each program to help determine the number of offers that need to be made to meet enrolment targets. It was noted that requiring a tuition deposit has helped the University to predict enrolment numbers earlier.
- The Committee discussed:
 - The data, in relation to the number of Alberta applicants offered a space and attending and the number of Alberta applicants not offered spaces. It was explained that, because admission to the University is competitive, an applicant may be qualified, but may not have the competitive grade point average needed to be offered a space. It was explained that International students must also meet the competitive average to be admitted, and are not subject to different requirements.
 - The reasons why applicants who have been offered a spot are going elsewhere, and the application processing changes that have been made in the Office of the Registrar for the current admission cycle to help abate this, including working with the Faculties to make offers earlier
 - The importance of having attractive, accessible programs with a variety of scholarships
- The Committee commented that they would be interested in the data for next year to see if the changes made to the applications process have improved the University's ability to attract qualified students
- The Co-Chair explained that the data does not tell the full story and that is why it is important that the University maintains an open dialogue with the government to discuss these types of statistics

9. Mid-Term Committee Survey Results

Documentation for this item was circulated with the Agenda. The Academic Co-Chair presented this item.

The Academic Co-Chair reported that the Mid-Term Committee Survey results were very positive, and invited the Committee members to provide further comments or raise issues at any time with either of the Co-Chairs.

A survey of the Committee's regular proponents and presenters will also be conducted and the results will be reported back to the Committee.

The Co-Chairs thanked the Committee members for their participation.

10. 2018-19 GFC and Standing Committee Meeting Schedule

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

11. Other Business

There was no other business.

12. Adjournment

Moved/Seconded

That the Academic Planning and Priorities Committee adjourn the March 5, 2018 meeting.

Carried

The meeting was adjourned at 3:05 p.m.