

General Faculties Council
ACADEMIC PLANNING AND PRIORITIES COMMITTEE
Approved Minutes

Meeting #89
April 30, 2018, 2:00 p.m.

A167

Voting Members

Dru Marshall, Co-Chair
Robert Thompson, Academic Co-Chair
Jacqueline Jenkins
Andy Knight
Ebba Kurz
Anders Nygren
Sharon Robertson
Richard Sigurdson

Non-Voting Members

Sandra Hoenle
Kevin McQuillan
Marc Wrubleski

Secretary and Scribe

Cherie Tutt

Regrets

Sagar Grewal
Brit Paris

Guests

D'Arcy Norman, Manager, Learning Technologies
Leslie Reid, Vice-Provost (Teaching and Learning)

Observers

Christine Johns, Senior Director (Academic & International Strategies)

The 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 April 30, 2018 Academic Planning and Priorities Committee meeting be approved.

Carried

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

The Chair included the following in her remarks:

- An overview of the topics discussed at the provincial provosts meeting held last Friday, including the executive compensation framework, the new credential framework, the timing of an

announcement regarding the new tuition model, and the work being done as a result of Bill 7 (An Act to Enhance Post-Secondary Academic Bargaining)

- The University hosted visitors from Lancaster University last week to continue to build and expand the partnership between the two universities
- A Campus Town hall will be held Thursday, May 3, 2018 at 11:00 a.m. where information about the University's budget, fundraising and capital projects on campus, such as the MacKimmie complex project, will be shared
- An update on the government roll-out of new technology student spaces, the criteria that the government will review to allocate spaces, and the strategy the University is employing to request spaces

In response to a question, an overview of the provincial program approval process and timelines was provided and it was reported that the provincial government has approved a number of the certificate program proposals that the University submitted in December.

The Academic Co-Chair noted that there are only two committee meetings left for this academic year, but as there are a number of items that are being tracked for approval, the committee was asked to hold June 25th in their calendars in case an extra meeting is required.

3. Approval of the April 9, 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 April 9, 2018 be approved.

Carried

4. Recommendation of the Comprehensive Institutional Plan: Chapter Goals, Priority Initiatives & Expected Outcomes

Documentation for this item was circulated with the Agenda. Dru Marshall, Provost and Vice-President (Academic), and Kevin McQuillan, Deputy Provost, presented this item.

Highlights:

- The proponents reported that the feedback received from the initial consultation with the Committee on the CIP main chapter and the appendices has been incorporated into the current documents. The proponents have also conducted a thorough review of the Academic and Research Plans to ensure that all of the initiatives that are prioritized for the next three years are captured in the main chapter.
- The proponents reported that the metrics have been added since the last meeting

- In response to questions, it was explained that:
 - Although some of the priority initiatives for the different staff groups appear to overlap, the priorities have been included separately to reflect how they were set out in the Academic Plan and to highlight the plans for the specific groups
 - The terms listed in P10 reflect the federal government's terms for underrepresented groups
 - Specifics about the continued implementation of the Mental Health Strategy are not required in the CIP, as the University submits a separate report on mental health initiatives to the government
 - Data from exit surveys is used to gather information on how to enhance retention strategies
- The Committee provided suggestions to strengthen the main chapter including:
 - Reviewing the performance measures to see if any additional priorities could be added relating to faculty and staff
 - Under Goal 18: 'Respond to and Comply with New Legislation' add text relating to the labour code
 - Provide an explanation when listing two dates in the expected completion column to indicate what the different dates refer to
 - Review the metrics to ensure that they are not repeated
 - Minor corrections to wording, grammar, and formatting to add clarity and consistency

Moved/Seconded

That the Academic Planning and Priorities Committee recommend the Goals, Priority Initiatives and Expected Outcomes chapter of the Comprehensive Institutional Plan to the General Faculties Council (GFC), in the form provided to the Committee, and authorize the proponents to make non-substantive changes to the chapter prior to its presentation to the GFC.

Carried**5. Recommendation of the Comprehensive Institutional Plan: Appendix B: Enrolment Plan and Proposed Programming Changes**

Documentation for this item was circulated with the Agenda. Dru Marshall and Kevin McQuillan presented this item.

Highlights:

- The proponents reported on the updates made to Appendix B since it was presented at the last meeting
- In response to questions, it was explained that:
 - The University is not producing sufficient numbers of graduates to satisfy the demand for jobs in the technology sector and it also needs to review some of its program offerings to ensure that graduates have the relevant skills required for the industry

- From 2016 to 2017, there was an annual increase in undergraduate application numbers from 2.3 percent to 8.4 percent
- The Committee provided suggestions to Appendix B, including advice on wording, and minor corrections to grammar and formatting to add clarity and consistency

Moved/Seconded

That the Academic Planning and Priorities Committee recommend Appendix B: Enrolment Plan and Proposed Programming Changes of the Comprehensive Institutional Plan, in the form provided to the Committee, to the General Faculties Council (GFC), and authorize the proponents to make non-substantive changes to the Appendix prior to its presentation to GFC.

Carried**6. Recommendation of the Comprehensive Institutional Plan: Appendix D: Community Outreach and Underrepresented Learners**

Documentation for this item was circulated with the Agenda. Dru Marshall and Kevin McQuillan presented this item.

Highlights:

- The proponents reported on the updates made to Appendix D since the last meeting, including adding a more detailed overview of the Indigenous Strategy, ii' t'aa poh' to'p, and supplemental information regarding support services available to students and community outreach projects
- The Committee provided suggestions to Appendix D, including advice on wording and minor corrections to grammar

Moved/Seconded

That the Academic Planning and Priorities Committee recommend Appendix D: Community Outreach and Underrepresented Learners of the Comprehensive Institutional Plan to the General Faculties Council (GFC), in the form provided to the Committee, and authorize the proponents to make non-substantive changes to the Appendix prior to its presentation to GFC.

Carried**7. Recommendation of the Comprehensive Institutional Plan: Appendix E: Internationalization**

Documentation for this item was circulated with the Agenda. Dru Marshall and Kevin McQuillan presented this item.

Highlights:

- The proponents reported on the updates made to Appendix E since it was presented at the last meeting
- The Committee expressed general satisfaction with Appendix E and had no questions
- The Committee suggested some minor editorial changes

Moved/Seconded

That the Academic Planning and Priorities Committee recommend Appendix E: Internationalization of the Comprehensive Institutional Plan to the General Faculties Council (GFC), in the form provided to the Committee, and authorize the proponents to make non-substantive changes to the Appendix prior to its presentation to GFC.

Carried**8. Appointment of two Academic Staff Members to the Calendar and Curriculum Subcommittee**

Documentation for this item was circulated with the Agenda. Dru Marshall presented this item.

The Committee named, in rank order, academic staff members to be approached by the University Secretariat to serve as members of the Calendar and Curriculum Subcommittee, for a three-year term. The first two nominees to agree to serve will be deemed appointed by the Academic Planning and Priorities Committee.

9. Responsible Use of D2L Statement

Documentation for this item was circulated with the Agenda. Leslie Reid and D'Arcy Norman presented this item.

Highlights:

- The proponents explained that the Responsible Use of Desire2Learn (D2L) statement is being brought forward for feedback from the Committee. The proponents provided the background and rationale for developing the statement, which will be used as a tool to educate the campus community on copyright and the sharing of information accessed through D2L.
- The presenters then provided a demonstration of how the Responsible Use of D2L statement will display when it pops-up when users log on to D2L
- In response to a question, it was confirmed that no matter when the statement is administered, it will pop-up the first time a new user is logging in to D2L
- The Committee reviewed the statement and provided the following feedback:
 - The statement should be administered once a year prior to the start of term in September, possibly August 1
 - Revise number four to state "Copyright-protected materials (including course notes, assignments, quizzes and presentations) available on D2L may **not only** be shared **without ensuring when** it is permissible to do so under Canadian Copyright Law, institutional agreements and/or **without with** permission from the copyright holder."
 - The button that the user clicks to acknowledge should be revised to read, *I have read the above and commit to the responsible use of D2L*
 - Revise the footnote at the end to clarify that breaches of responsible use may result in disciplinary action

- The Committee commented on the value of having this information provided to the whole campus community and the importance of faculty modelling appropriate use
- The Committee suggested that, prior to launching the statement, it be reviewed by the Copyright Committee

10. Status of Program Approval Reports

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 April 30, 2018 meeting.

Carried

The meeting was adjourned at 3:49 p.m.

Susan Belcher
University Secretary