

General Faculties Council
ACADEMIC PLANNING AND PRIORITIES COMMITTEE
Approved Minutes

Meeting #94
October 1, 2018, 2:00 p.m.

A167

Voting Members

Dru Marshall, Co-Chair
Anders Nygren, Academic Co-Chair
Tara Beattie
Sagar Grewal
Jacqueline Jenkins
Dawn Johnston
Andy Knight
Brit Paris
Sharon Robertson
Jackie Sieppert

Non-Voting Members

Laura Flinkfelt
Paul Rogers
Florentine Strzelczyk
Marc Wrubleski

Secretary

Susan Belcher

Scribe

Cherie Tutt

Guests

John Brown, Dean, Faculty of Environmental Design – present for Items 8&9
Christine Johns, Senior Director (Academic & International Strategies)
Sherry Weaver, Academic Co-Chair of the Calendar and Curriculum Subcommittee – present for Items 5&6
Lisa Young, Co-Chair of the Graduate Academic Program Subcommittee – present for Items 7&8

Observers

Jaclyn Carter, Program Proposal Assistant – present for Item 8
Kelly Hoglund, Program Support Specialist – present for Item 8

The Co-Chair called the meeting to order at 2:00 p.m. and confirmed quorum.

1. Approval of the Agenda

Moved/Seconded

That the Agenda for the October 1, 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 Community Report was held last week to recognize the University's successes during 2017-

2018

- A U15 Provosts Meeting was held last week. Topics of discussion included Indigenous leadership, sexual violence policies, work integrated learning, and funding and budgets.
- A meeting between representatives of the University and Peter Leclaire, Assistant Deputy Minister, Advanced Education, will take place this afternoon
- The province's Talent Advisory Council on Technology has had its second meeting. The council will provide the government with guidance and advice to increase access to educational opportunities in technology, including advising on how to allocate the remaining tech spaces announced in last year's budget
- The University's annual budget process has begun

The Academic Co-Chair remarked that there was an excellent turnout for the University's annual Open House for future students and their families on September 29, 2018. The event included 40 Faculty and service exhibits, as well as information sessions and campus tours.

3. Approval of the September 10, 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 September 10, 2018 be approved with the requested amendments.

Carried

4. Approval of the 2018-2019 Subcommittee Work Plans: Academic Program Subcommittee, Graduate Academic Program Subcommittee, Calendar and Curriculum Subcommittee, and Campus Facilities Development Subcommittee.

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

Highlights:

- The Co-Chairs reviewed the roles and anticipated business for each of the subcommittees
- In response to a question, it was confirmed that, prior to items coming forward to the Calendar and Curriculum Subcommittee (CCS), such as the Indigenous Admissions Regulations, consultation occurs with different groups, including other governance committees, as appropriate
- The Committee requested that the timing for the CCS Committee Self Evaluation for 2018-2019 Academic Year be added to its Work Plan

Moved/Seconded

That the Academic Planning and Priorities Committee (APPC) approve the Academic Program Subcommittee Work Plan for the 2018-2019 academic year, in the form provided to the APPC.

Carried

Moved/Seconded

That the Academic Planning and Priorities Committee (APPC) approve the Graduate Academic Program Subcommittee (GAPS) Work Plan for the 2018-2019 academic year, in the form provided to the APPC, and as recommended by the GAPS.

Carried

Moved/Seconded

That the Academic Planning and Priorities Committee (APPC) approve the Calendar and Curriculum Subcommittee (CCS) Work Plan for the 2018-2019 academic year, in the form provided to the APPC, and as recommended by the CCS, with the requested amendment.

Carried

Moved/Seconded

That the Academic Planning and Priorities Committee (APPC) approve the Campus and Facilities Development Subcommittee Work Plan for the 2018-2019 academic year, in the form provided to the APPC.

Carried

5. Calendar and Curriculum Subcommittee Report for the September 20, 2018 Meeting

Documentation for this item was circulated with the Agenda. Sherry Weaver presented this item.

Highlights:

- The presenter reported that the CCS approved the Faculty of Nursing Calendar changes, which included changes to course scheduling, and recommended the Faculty of Arts admission changes and annual CCS Work Plan
- In response to a question, it was reported that the CCS discussed recommending that thirty per cent of the work required during block week be graded, and fifty per cent of the work be initiated, before the end of block week. It was explained that the CCS did not recommend the revisions to the Block Week Regulations. The Committee has a few outstanding questions, which will be further discussed at the Committee's next meeting when the Registrar is able to attend.

6. Approval of Faculty of Arts Admissions Requirements Changes

Documentation for this item was circulated with the Agenda. Sherry Weaver presented this item.

Highlights:

- The presenter reported that the Faculty of Arts is proposing changes to the admissions requirements for Adult Student Admission, International High School Admission, and Transfer Admission to align with changes approved for High School Admission in 2017-18 for admission to the Bachelor of Science (BSc) Earth Science, Bachelor of Arts (BA) Economics, BA and BSc Geography, and BA and BSc Psychology
- It was reported that when the changes were presented in 2017-18 it was an oversight that some admission categories were missed and it was always the intent of the Faculty to change the requirements across all admission categories
- The Committee commented on the importance of the note section for communicating information to students, and directed that the CCS ensure that corresponding notes are included in the International High School Admission and Adult Student Admission sections if the same information is applicable for these applicants
- The Committee requested that in the Adult Student Admission category that English 30-1 be changed to English Language Arts 30-1 for consistency

Moved/Seconded

That the Academic Planning and Priorities Committee approve the revisions to the Faculty of Arts Admission Requirements, Adult Student Admission, International High School Admission, and Transfer Admission, effective for the Fall 2019 admissions cycle, as set out in the document provided to the Committee, and as recommended by the Calendar and Curriculum Subcommittee (CCS), with the direction to the CCS regarding the Calendar entry.

Carried**7. Graduate Academic Program Subcommittee Report for the September 19, 2018 Meeting**

Documentation for this item was circulated with the Agenda. Lisa Young presented this item.

The presenter reported that this was the second time that the Graduate Academic Program Subcommittee (GAPS) reviewed the proposal for the creation of the Doctor of Design (DDes) and that the Committee felt comfortable with the proposal moving forward to the Academic Planning and Priorities Committee at this time.

8. Approval of the Creation of a Doctor of Design

Documentation for this item was circulated with the Agenda. Lisa Young and John Brown presented this item.

Highlights:

- The proponents reported that the idea of professional doctorate programs in the field of design emerged in the 1990's in Australia and that the DDes program at the University will be the first of its kind in Canada. The DDes is targeted at mid-career professionals who can undertake the program while continuing to practice, as students in this program will pursue applied creative

design practice-based research within in the context of their on-going professional activities.

- The proponent explained that the program is fairly broad to be able to accommodate a range of different professional backgrounds e.g. landscape architecture, city/urban planning and environmental design
- In response to questions, it was explained that:
 - Any issues concerning the proprietary, confidential, or intellectual property nature of a project will be dealt with when the project proposal is being developed. It was noted that there is an ability if needed to keep a project out of the public sphere for a couple of years.
 - This program has been designated as full-time because students will be taking a full-course load. The Faculty of Graduate Studies (FGS) will be revising the definition of full-time in the Calendar, as the government definition of full-time does not concern the number of hours an individual who has full-time student status can work.
 - The reduction of students in the PhD Environmental Design program is not directly linked to the creation of the DDes. The PhD numbers are being reduced because of the lack of external funding available and a change to the rules regarding funding for students.
 - The Calendar entry was provided for information only and the Graduate Calendar Working Group will review the entry prior to it moving forward to the GAPS for approval
 - FGS is working with the Faculty on the DDes candidacy requirements to ensure that they align with the FGS requirements
 - The program has been designed to be delivered to working professionals, and learnings from partner Royal Melbourne Institute of Technology, which has been offering a similar program, have been taken into consideration. Expectations of students will be clearly articulated in marketing materials.
 - There will be little to no impact on support staff as a result of the creation of the DDes
- The Committee discussed:
 - The use of sessional instructors in the Faculty, and the supervisory capacity for the DDes and PhD in Environmental Design
 - The proposed budget and tuition fees, and, in particular, the funding needed to offer a blended delivery program
- The Committee requested that, prior to the proposal being submitted to the province:
 - Text relating to work-integrated learning be incorporated
 - It be explained that students in the DDes are unlikely to be eligible for external awards, and that it is rare for researchers from the Faculty to receive Tri-Council funding
 - The Faculty consider adding a 3.5 GPA 'is normally' required for admission, to allow for some flexibility
 - The role and obligations of the Supervisory Committee be more clearly articulated

Moved/Seconded

That the Academic Planning and Priorities Committee approve the creation of a Doctor of Design, as set out in the documents provided to the Committee, and as recommended by the Graduate Academic Program Subcommittee, with the requested amendments to the proposal documents.

Carried**9. Quality Assurance Unit Review Report: Faculty of Environmental Design**

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

Highlights:

- The Co-Chair provided an overview of the quality assurance review process for the Faculty of Environmental Design, and commented on the quality of the review team. It was noted that this is the second unit review for the Faculty, and the resulting recommendations will provide the Faculty with next steps for further development.
- The Dean explained that the review experience was very positive and timely with the change in leadership early this year and that action on the recommendations is underway and will help the Faculty better position itself with the *Eyes High Strategy 2017-2022*
- The Committee discussed the recommendations for the Faculty, in particular, the plans for redesigning the MEDes and how this program currently fits with the other masters programs offered by the Faculty, and current enrolment numbers across the programs
- In response to a question, it was confirmed, within the field of Architecture, accreditation occurs at the graduate level rather than the undergraduate level
- The Committee discussed the rationale for reducing the number of PhD in Environmental Design students and suggested that the report be updated to reference that the number is being reduced because of a lack of external funding for students

10. Quality Assurance Audit Report

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

Highlights:

- The proponents noted that, at the last Committee meeting on September 10, 2018, an overview of the Quality Assurance Audit Process was provided, and that, in general, the review was very positive and found the University to have rigorous quality assurance processes
- It was reported that the University's responses to the Audit Report have now been shared with the Campus Alberta Quality Council (CAQC) and have been positively received
- It was explained that next steps will include sharing the results at an upcoming Deans' Council meeting and reviewing and making recommendations to update the Quality Assurance Process

- In response to a question, it was reported that the individual unit reviews are not submitted to the CAQC as Alberta's Comprehensive Academic and Research Institutions are exempt and instead undergo the Quality Assurance Audit every five years
- The Committee discussed:
 - That the audit confirmed that the University's Quality Assurance Process is well integrated with the University's strategic plans and is appropriately resourced
 - The importance of having separate processes for external accreditation and unit reviews, while finding synergies where possible, such as better utilizing the data needed for each process
 - Opportunities to have the Office of Institutional Analysis help create data packages, which could be used across multiple quality assurance processes
 - The recommendation regarding improving feedback from students, alumni and external stakeholders. It was reported that these groups are currently consulted during the unit reviews, but there needs to be greater consistency on how the groups are engaged.
 - A number of different initiatives, including the development of teaching metrics and a review of the Universal Student Ratings of Instruction, that will help to address the recommendation regarding improving assessments of teaching effectiveness

11. Status of Program Approval Reports

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

12. Other Business

There was no other business.

13. Adjournment

Moved/Seconded

That the Academic Planning and Priorities Committee adjourn the October 1, 2018 meeting.

Carried

The meeting was adjourned at 3:59 p.m.