

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

Meeting #100  
February 4, 2019, 2:00 p.m.

A167

***Voting Members***

Dru Marshall, Co-Chair  
Tara Beattie, Academic Co-Chair  
Elena Braverman  
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***

Susan Barker, Co-Chair of the Calendar and Curriculum Subcommittee – present for Items 4-8  
Anders Nygren, Vice-Dean, Schulich School of Engineering – present for Item 5

***Observers***

Christine Johns, Senior Director (Academic & International Strategies)

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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 February 4, 2019 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 province's new tuition framework came into effect on February 1, 2019. Consultations between the University and the Ministry of Advanced Education are continuing regarding implementation.

- The Talent Advisory Council on Technology (TACT) announced funding opportunities for new technology related programs and program expansions last week and the University is preparing several proposals to submit for consideration. In response to a question, it was noted that there are a number of undergraduate proposals being put forward, including at the certificate and degree levels.

The Academic Co-Chair made no remarks.

### **3. Approval of the January 14, 2019 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 January 14, 2019 be approved.

**Carried**

### **4. Calendar and Curriculum Subcommittee Report for the January 24, 2019 Meeting**

Documentation for this item was circulated with the Agenda. Susan Barker presented this item.

The presenter reported a typographical error on the report and explained that the Calendar and Curriculum Subcommittee has the authority to approve Faculty-level admissions changes, but will bring forward significant changes, such as the creation of a Biology-based admissions route to the Schulich School of Engineering (SSE), to the Academic Planning and Priorities Committee (APPC) for approval.

The Committee was notified that the University Calendar for 2019-2020 will go live March 1, 2019.

### **5. Approval of Biology-based Admissions Route to the Schulich School of Engineering**

Documentation for this item was circulated with the Agenda. Susan Barker and Anders Nygren presented this item.

Highlights:

- The proponents reported that the Schulich School of Engineering (SSE) is proposing to create a Biology-based admissions route into the SSE undergraduate programs to attract students who have completed Biology 30, but not Physics 30. Admission through this route is conditional on the successful completion of the Bioengineering Summer Institute (BSI), offered in August, through which students will to gain the necessary Physics skills required for SSE undergraduate programs.
- It was noted that the creation of this admissions route will broaden and diversify the applicant pool and aligns with the diversity priority within the SSE's Strategic Plan

- The Committee discussed:
  - The demographics of the target group for this route
  - Why an applicant would choose to complete the BSI as opposed to completing Physics 30 as a summer course
  - The reasons for offering the BSI through Continuing Education
  - The day-to-day structure for the BSI and that offering the BSI in the summer and through an on-campus delivery model may create some possible access and housing issues for some students. The proponents reported that they are looking into this with campus housing.
  - The admissions requirements for Engineering at the University of British Columbia and their process for admitting students without Physics 30
- In response to questions, it was reported that:
  - The way the curriculum is currently designed in Engineering, a foundational knowledge in Physics, equivalent to that of Physics 30, is required for students to be successful
  - Students will receive formative feedback at several points during the BSI and will be supported for success and so failure should be rare. However, the SSE will ensure that supports are put in place in the event that a student does not successfully complete the BSI. SSE also has additional tutoring supports available to students in first and second year Engineering.
  - The SSE considered the creation of a similar route for students who have completed Physics 30 and Biology 30, but not Chemistry 30, but found that there are very few students with this combination of courses
- The Committee suggested that the SSE look at having an orientation session for the BSI students to ensure that they are aware of what supports are offered by the University for students

**Moved/Seconded**

That the Academic Planning and Priorities Committee approve the creation of a biology-based admissions route to the Schulich School of Engineering and the associated Calendar changes, effective for the 2019-2020 Calendar, as set out in the documents provided to the Committee, and as recommended by the Calendar and Curriculum Subcommittee.

**Carried****6. Approval of a New Calendar Entry for the Academic Turnaround Program**

Documentation for this item was circulated with the Agenda. Susan Barker presented this item.

**Highlights:**

- The proponent explained that the Academic Turnaround Program (ATP) was originally offered by the Faculty of Arts and the Faculty of Science, but has since been expanded to the Haskayne School of Business and the SSE. It is being proposed that, in addition to the Faculty sections outlining the ATP requirements, a central Calendar entry be added to the Academic Regulations to allow for

standardization across Faculties, to add clarity of what the ATP requirements are, and to explain the options for students from non-participating Faculties to participate in the ATP.

- It was reported that there are conversations taking place to expand the ATP program to every Faculty and that a proposal will be brought forward to Deans' Council in the coming month. A proposal for a similar program for graduate students is also in development.
- The Committee discussed:
  - The value of the program for retaining students who would otherwise leave the institution, and for improving the student experience
  - The percentage of students who complete the ATP and go on to graduate
  - The ATP course requirements
  - The typical specific demographic features of the students who are required to withdraw
  - The reasons for the variation in the number of students participating in the ATP from 2017 to 2018 across the four Faculties
  - How the ATP program integrates with the Mental Health Strategy, and initiatives in place to assist students prior to being required to withdraw, such as the Thrive program

**Moved/Seconded**

That the Academic Planning and Priorities Committee approve the addition of a new calendar entry in the Academic Regulations section of the Calendar for the Academic Turnaround Program, effective in the 2019-2020 Calendar, as set out in the document provided to the Committee, and as recommended by the Calendar and Curriculum Subcommittee.

**Carried****7. Approval of Revisions to the Calendar Sections regarding the Aboriginal Student Access Program**

Documentation for this item was circulated with the Agenda. Susan Barker presented this item.

**Highlights:**

- The proponent explained that the proposed changes to the Aboriginal Student Access Program (ASAP) include a change of name from the ASAP to the Indigenous Students Access Program (ISAP) to align with the University's Indigenous Strategy, restructuring the program to strengthen the cohort model, and revising the course requirements to better prepare students for transition into a Faculty at the end of the program
- In response to questions, it was reported that:
  - Students are admitted to the ASAP, but the program is within the Open Studies category
  - Each student receives individualized advising through the Native Centre and there are also dedicated advisors in each Faculty who assist with transitioning students from the ASAP into the Faculty
  - Attendance at the Native Centre sessions is not required, but is strongly encouraged, and the sessions are scheduled to avoid conflicts with the students' schedules

- The UNIV 205 course has been removed as a requirement for the program, as a result of feedback
- The Committee discussed:
  - Retention and student success rates and the transition process for students to move from the ASAP into a Faculty
  - How the ASAP aligns with the recommendations in the Truth and Reconciliation Commission of Canada report to improve access for Indigenous students

**Moved/Seconded**

That the Academic Planning and Priorities Committee approve the revisions for the Aboriginal Student Access Program, including changing the name of the program to “Indigenous Students Access Program” and the revisions to the Admissions section (A.8.4) and the Registration section (B.19.1.2) in the University Calendar, effective in the 2019-2020 Calendar, as set out in the documents provided to the Committee, and as recommended by the Calendar and Curriculum Subcommittee.

**Carried****8. Approval of Revisions to the Admissions Calendar Sections**

Documentation for this item was circulated with the Agenda. Susan Barker presented this item.

**Highlights:**

- The proponent reported that the proposed changes to the Admissions sections in the Calendar were made by the Office of the Registrar in consultation with the Faculties and that the edits are intended to provide greater clarity and transparency for the campus community and to those seeking admission to the institution
- In response to a question, it was confirmed that there is flexibility to allow students who have extenuating circumstances and who miss the deadline to apply for deferred admission to maintain their admission offer, and that these types of requests will be considered on a case-by-case basis

**Moved/Seconded**

That the Academic Planning and Priorities Committee approve the revisions to the Admissions sections of the Calendar, effective in the 2019-2020 Calendar, as set out in the document provided to the Committee, and as recommended by the Calendar and Curriculum Subcommittee.

**Carried****9. APPC Member Survey Results**

Tara Beattie and Dru Marshall presented this item.

**Highlights:**

- The Co-Chairs thanked the Committee members for participating in the Mid-Term Member Survey
- The Academic Co-Chair reported that the Mid-Term Member Survey results were generally very positive, and demonstrated that members clearly understand their role on the Committee and feel that the Committee is operating effectively
- The Academic Co-Chair provided an overview of some of the comments and suggestions, including providing extra time or notice to members to review packages over 250 pages, to highlight where repetition exists in proposals, and to include page numbers on the all-in-one packages
- The Co-Chairs reported that, due to the government template requirements and because of the way proposals are reviewed at the government level, there will continue to be repetition in the proposals. The Co-Chairs will consider incorporating more information about the government program proposal templates in the member orientation. It was also noted that for internal program proposals, the Provost's Office is currently developing new streamlined internal templates.
- In response to a question, it was reported that proponents are provided with a general overview of what to expect when they attend the meeting, and are advised of typical questions that may be asked, and in most cases have presented to one of the APPC subcommittees prior to presenting to the APPC
- The Co-Chairs invited the Committee members to provide further comments or raise issues at any time

**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 February 4, 2019 meeting.

**Carried**

The meeting was adjourned at 3:22 p.m.