



General Faculties Council
ACADEMIC PLANNING AND PRIORITIES COMMITTEE
Approved Minutes

Meeting #117
March 30, 2020, 2:00 p.m.

By Zoom platform

Voting Members

Dru Marshall, Co-Chair
Tara Beattie, Academic Co-Chair
Elena Braverman
Nicole Culos-Reed
Dawn Johnston
Andy Knight
Mohammed Mansouri
Jessica Revington
Jackie Sieppert
Barry Wylant

Non-Voting Members

Violet Baron
Paul Rogers
Florentine Strzelczyk
Melanie Zimmer

Secretary

Susan Belcher

Scribe

Jaclyn Carter

Guests

Kim Johnston, Associate Dean (Teaching and Learning; Academic and Planning), Schulich School of Engineering – present for Item 5
Susan Mide Kiss, Senior Director, Strategic Initiatives and Community Engagement – present for Item 6
Leslie Reid, Vice-Provost (Teaching and Learning), Co-Chair, Academic Program Subcommittee and Chair, Decision Support Team – present for Items 4-6

Observers

Sara Fedoruk, Analyst, Planning and Reviews – present for Item 5
Tasha Hodzic, Office of the Secretariat and Student Appeals
Kelly Hogle, Program Proposal Specialist – present for Item 5
Christine Johns, Senior Director (Academic & International Strategies)

The Co-Chair called the meeting to order at 2:02 p.m. and confirmed quorum.

1. Approval of the Agenda

Moved/Seconded

That the Agenda for the March 30, 2020 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 Crisis Management Team (CMT) has moved into a new phase as it continues to manage changes related to COVID-19, including a new decision-making model based on the nature and urgency of issues. It was noted that additional Academic Planning and Priority Committee (APPC) meetings and email votes will be added as necessary to address pressing academic decisions.
- The Board of Governors approved the 2020 University budget last week
- Planned governance meetings will proceed on schedule, including meetings of the Salary Anomalies Committee and the General Promotions Committee
- The tremendous work that academic and support staff are doing to move over 6000 courses online in a matter of days is appreciated

The Academic Co-Chair thanked Committee members for their continued commitment to the APPC.

3. Approval of the March 16, 2020 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 March 16, 2020 be approved.

Carried

4. APS Report for the March 9, 2020 APS Meeting

Documentation for this item was circulated with the Agenda. Leslie Reid presented this item.

There were no questions.

5. Approval of the Load Change to the Minor in Mechatronics in the Schulich School of Engineering

Documentation for this item was circulated with the Agenda. Leslie Reid and Kim Johnston presented this item.

Highlights:

- The proponents provided an overview of the proposal, noting that the one-year Minor in Mechatronics is currently available to students majoring in Mechanical Engineering in the Schulich School of Engineering (SSE), the proposed changes expand the Minor so that it is available to Electrical and Software Engineering majors as well, and the load change aligns the Minor with the other three-year minors in the SSE
- The Committee discussed:
 - The course loads for minors in the SSE and what distinguishes a one-year minor from a three-

year minor. The proponents explained that the load change allows prospective students to apply for admission to the Minor in their first year and begin fulfilling requirements in their second year, as is the case with most minors offered by the SSE

- Advising resources for students. It was confirmed that the Engineering Student Centre has existing capacity for the additional students in this minor and the advisors are familiar with all eight minors available in the SSE
- How the program will be advertised and communicated to prospective students
- Which courses in the Minor will see an increase in enrolment. The proponents confirmed that the SSE has capacity to accommodate the increased teaching loads where needed.
- The Committee suggested that the proponents:
 - Clarify which courses listed in the proposal actually relate to the Minor
 - Examine the effect certain required courses in the Minor may have on students' timetables in their third and fourth years
 - Correct mention of the Minor in Aerospace Engineering to note that it is no longer proposed but approved
 - Note the interdisciplinary nature of the Minor in their program description, and highlight the positive impact this will have on job placement

Moved/Seconded

That the Academic Planning and Priorities Committee approve the load change to the Minor in Mechatronics in the Schulich School of Engineering, effective August 15, 2020, as set out in the proposal provided to the Committee and as recommended by the Academic Program Subcommittee.

Carried**6. Carnegie Community Engagement Pilot Project**

Documentation for this item was circulated with the Agenda. Leslie Reid and Susan Mide Kiss presented this item.

Highlights:

- The presenters provided an update on the Carnegie Community Engagement Pilot Project, noting that:
 - The Carnegie Foundation for the Advancement of Teaching's Community Engagement Classification is a framework for institutional assessment and recognition of community engagement created in the United States and now being piloted in select countries around the world
 - The Canadian Pilot Cohort (CPC) is made up of 16 Canadian post-secondary institutions, led by Simon Fraser University, which have come together to develop a community engagement framework that is unique to Canada
 - A University of Calgary advisory group was formed in September 2019, with representation from all Faculties and units on campus, including Vice-Presidents' and Vice-Provosts' portfolios

and key community partners

- In January, the University hosted a mid-cycle convening for all CPC participants that kicked off the next phase of the project, which is to develop a mock application for the Classification
 - The COVID-19 crisis has delayed the timeline of the CPC's process, but has also enabled post-secondary institutions to work with community partners in new ways
 - Next steps include the preparation of a mock application, which the CPC now plans to submit by December, as well as site visits from representatives of the Carnegie Foundation and the formal creation of a Canadian Framework to be ready by 2021, after which Canadian post-secondary institutions may apply for the Classification
- In response to questions, it was explained that:
 - Members of the advisory committee were appointed by the Directors, Vice-Presidents, Vice-Provosts, and Deans of each unit and Faculty on campus, and the presenters noted that student leaders were also appointed to the committee
 - In response to COVID-19, the project leaders have been reaching out to advisory committee members and offices to see how they are responding to the crisis and working with existing and new community partners. This data is being collected for future use in the mock application process. It was noted that efforts through the Better Impact system may be of use to project leaders.

7. Status of Program Approvals Report

Documentation for this item was circulated for information only.

8. Other Business

There was no other business.

9. Adjournment

Moved/Seconded

That the Academic Planning and Priorities Committee adjourn the March 30, 2020 meeting.

Carried

The meeting was adjourned at 2:53 p.m.

Susan Belcher
University Secretary