GENERAL FACULTIES COUNCIL
Approved Minutes

Academic Planning and Priorities Committee

March 27, 2023, 2:00 p.m.   Governors Boardroom A167

Voting Members
Penny Werthner, Co-Chair
Tara Beattie, Academic Co-Chair*
Kristin Baetz*
Mark Bauer
Barbara Brown
Marjan Eggermont*
Michael Hart – arrived during item 2
Dawn Johnston
Nicole Schmidt
Dora Tam*

Non-Voting Members
Hannah Ashton
David Stewart – left after Item 5
Melanie Zimmer*

Secretary
Courtney McVie

Scribe
Cherie Tutt

Regrets
Saaka Sulemana Saaka
Malinda Smith

Invited Guests
Violet Baron, Director Strategic Education Initiatives, Werklund School of Education – present for Item 4
Amy Burns, Associate Dean, Undergraduate Programs in Education, Werklund School of Education – present for Item 4
Kathryn King-Shier, Associate Dean – Graduate Education (Faculty of Nursing) – present for Item 5
Leslie Reid, Vice-Provost (Teaching and Learning) and Co-Chair of the Academic Program Subcommittee – present for Item 4
Robin Yates, Dean and Vice-Provost Graduate Studies and Co-Chair of the Graduate Academic Program Subcommittee present for Items 5 & 6

Resource Personnel
Kelly Hoglund*, Partner, Program Innovation – present for Items 4 & 5
Christine Johns, Senior Director, Program Innovation and Planning
Elizabeth Pando, Partner, Program Innovation – present for Items 4 & 5
Jessica Revington, Program Proposal Assistant, Program Innovation – present for Item 5
Karen Quinn*, Analyst, Planning and Reviews – present for Items 4 & 5

*via Zoom

The Co-Chair provided the territorial acknowledgement and 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 27, 2023 Academic Planning and Priorities Committee meeting be approved.
Carried

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

The Co-Chair acknowledged the difficult discussions that occurred at the Committee's last meeting and remarked on the follow-up conversations with one of the proponents and several Committee members and the expectations as a result of those conversations. The Chair then reminded members of the different roles and responsibilities of the Committee, the subcommittees, and the faculty councils.

The Academic Co-Chair further spoke to some of the challenges faced by the Committee and commented that the Co-Chairs are committed to creating an environment that supports effective decision-making at the appropriate level. The Academic Co-Chair then reported on a format change regarding the subcommittee co-chair reports to the Committee, explaining that the subcommittee co-chairs will be invited into the meeting prior to the proponents to provide an overview and then the proponents will be invited into the meeting to present.

The Committee discussed criteria to consider when evaluating proposals, that members should be welcoming of the varying perspectives being expressed, but to promote hearing all voices, the revisiting of, or ongoing discussion of a particular topic should be limited to allow for other voices to be heard, other discussion points to be raised, and to allow for decision-making. It was noted that the Academic Planning and Priorities Committee is often the final approval authority for many proposals and that this should be considered when making decisions. It was also highlighted that presenting to the Committee can be stressful for proponents and members should be mindful of this.

 Members were encouraged to reach out to the Co-Chairs directly with any follow-ups.

3. **Approval of the March 13, 2023 Meeting Minutes**

Documentation was circulated with the Agenda.

Moved/Seconded
That the Minutes of the Academic Planning and Priorities Committee meetings held on March 13, 2023 be approved with the requested amendments.
Carried

Michael Hart and Dora Tam abstained.

4. **Approval of the Suspension and Termination of the Second Languages Teachable Subject Area, Bachelor of Education (BEd)/BEd Honours (4-year On-Campus Pathway)**

Documentation was circulated with the Agenda. Amy Burns, Violet Baron and Leslie Reid presented this item.

Highlights:

- The Co-Chair of the Academic Program Subcommittee provided an overview of the proposal from the Werklund School of Education to suspend, and eventually terminate, the Second Languages Teachable Subject Area (TSA) within the 4-year on-campus pathway, Bachelor of Education (BEd) and BEd Honours programs, noting that the proposal was strongly supported by the Academic Program Subcommittee given the complexities required for students to achieve the program requirements and also as alternative pathways remain available without the same barriers.

- The proponents further reviewed the alternative pathways still available to prospective students including the BEd/BEd Honours 5-year concurrent program and the 2-year after degree program

- In response to a question, the proponents confirmed that French and Spanish language options were never included in the 4-year program

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Moved/Seconded

That the Academic Planning and Priorities Committee approve the suspension, effective Fall Term 2023, and eventual termination of the Second Languages Teachable Subject Area in the Bachelor of Education (BEd)/BEd Honours (4-year on-campus pathway), as set out in the proposal provided to the Committee and as recommended by the Academic Program Subcommittee.

Carried

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5. **Approval of the Creation of a New Specialization in Rural and Remote Nursing within the Graduate Certificates in Advanced Nursing Practice I and II**

Documentation was circulated with the Agenda. Kathryn King-Shier and Robin Yates presented this item.

Highlights:

- The Co-Chair of the Graduate Academic Program Subcommittee and the proponent reported that the proposed Specialization in Rural and Remote Nursing fits within the Certificates in Advanced Nursing Practice I and II, which have been very successful to date and responds specifically to the Faculty of Nursing's Strategic Plan and healthcare demands for practitioners and healthcare leaders who have additional education and insight into the complexities of rural and remote practice

- In response to questions, it was reported that:

  o The intent is to offer the Rural and Remote Nursing Specialization every year, but in general, specializations do not need to be offered every year should there not be sufficient demand

  o This proposal is not directly related to the new government enrolment expansion healthcare funding and has been in development for some time

- o Within the budget section 'located in the Faculty of Nursing' was in reference to instructors who are full-time continuing Faculty members

- Members of the Committee commented on the critical need that this Specialization will help to address in healthcare and the incorporation of the Indigenous Strategy within the proposal and the benefit of evaluating the commitment over time

- The Committee requested that in the Commitments to Equity, Diversity, Inclusion, and Accessibility (EDIA) section of the proposal to remove any confusion that the first sentence be revised to remove "In the absence of an institutional strategy on EDIA"

Moved/Seconded

That the Academic Planning and Priorities Committee approve the creation of a new specialization in Rural and Remote Nursing within the Graduate Certificate in Advanced Nursing Practice I and Graduate Certificate in Advanced Nursing Practice II, as set out in the proposal provided to the Committee and as recommended by the Graduate Academic Program Subcommittee with the requested amendment.

Carried

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6. **Approval of Revisions to Graduate Admissions Sections: A.2 Application for Admission and A.1 Qualifications and A.3 Admissions Categories**

Documentation was circulated with the Agenda. Robin Yates presented this item.

Highlights:

- The proponent reviewed the proposed revisions to the Admissions Sections of the Graduate Calendar, explaining that:

  - o The changes to section A.2 *Application for Admission* include new language to align the Calendar with the Academic Misconduct Policy and improve clarity for how the situation will be addressed when an applicant submits false information or provides misleading or inaccurate information as part of the admission process depending on when the information comes to light

  - o The information relating to Conditional Admission for Language Upgrading has been moved from Section A.3 *Admissions Categories* to A.1 *Qualifications* and has been updated to clarify requirements and timelines for commencing graduate studies after completion of the Academic Communication Certificate

- The proponent reported an amendment to the Conditional Admission for Language Upgrading section to change "an international student" to "a student"

- In response to a question, the proponent reviewed why in section A.2 the word omitted had been removed and that omitting information would fall within "provide misleading or inaccurate information". It was noted that not all cases of omission are treated as academic misconduct, and this would be determined by intent to deceive. It was noted that the reference to omitting at the end of the section would be post investigation.

> **Moved/Seconded**
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> That the Academic Planning and Priorities Committee approve the changes to Admissions Section A.2 Application for Admission in the Graduate Chapter of the University Calendar, as set out in the document provided to the Committee, effective immediately, and as recommended by the Graduate Academic Program Subcommittee.
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> **Carried**

> **Moved/Seconded**
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> That the Academic Planning and Priorities Committee approve the changes to Admissions Sections A.1 Qualifications and A.3 Admission Categories in the Graduate Chapter of the University Calendar, as set out in the document provided to the Committee, effective immediately, and as recommended by the Graduate Academic Program Subcommittee, with the reported amendment.
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> **Carried**

7. **APPC Mid-Year Survey Results**

Documentation was circulated with the Agenda. The Co-Chairs presented this item.

- The Committee members were thanked for participating in the Mid-Term Member Survey and it was noted that the survey is an important tool for the Co-Chairs and the Secretariat to hear feedback on Committee operations

- The Academic Co-Chair noted that this was the first time the Committee has used Qualtrics and included Likert scale questions along with open-ended questions

- The Academic Co-Chair reported that the responses received were generally positive. She then highlighted some themes from the comments:

  - Members found the Committee specific Orientation useful, but suggested providing more context on the Committee's purview for different types of items and that a review of the different types of program proposals would be beneficial e.g., new specialization versus new degree

  - It was difficult to get to know each other over Zoom. It was reported the Committee has several in-person meetings over the remainder of this year and will be meeting in person next year, which will hopefully improve these relational aspects. Members who are travelling or unable to attend in person, will be able to join via Zoom.

  - Presentations made to the Committee seem to be inconsistent. It was noted that the Secretariat and Program Partners do provide consistent information to the presenters but that proponents have shared with the Co-Chairs that they are often nervous when presenting to the Committee and can feel overwhelmed by the comments/feedback, which likely contributes to this

- The Co-Chair reported that she has been working with the Vice-Provost and Associate Vice-President Research (EDI) and the Vice-Provost Indigenous Engagement (IE) to see how their teams can provide input at earlier and other stages of program development to support proponents

- The Committee discussed:
  - Different suggestions for how best to approach the question-and-answer section of proposal review/discussion
  - The proponent experience, that words matter, and that starting with something positive before providing other commentary about the proposal or organizing questions before admitting the proponent may help to put proponents at ease
  - The roles of the subcommittee chairs
  - The value of Committee members bringing different perspectives, but also working as a team and that it is appreciated when members other than the Vice-Provosts' EDI and IE ask questions related to how the Indigenous Strategy or equity, diversity, inclusion, and accessibility are incorporated within proposals
  - That the Committee aims to be kind when approaching proponents, while still approaching things critically with the purpose of making proposals the best they can be
  - To avoid time being taken up regarding editorial corrections, comments of this nature should be sent to the Secretariat in advance of or following the meeting to be sent to the proponents
- It was asked if the Co-Chairs could be mindful of the proponents interrupting the Committee members when they are asking their question(s)

- The Committee agreed that prior to proponents being brought into the meeting to present, the Committee will have a short preamble to discuss the proposal including concerns (if any), determine the volume of questions, then invite in the guests, have the subcommittee co-chairs provide high-level comments, then have the proponent note any additional highlights, and then open the floor to members for questions

- Members were encouraged to send any other comments or thoughts for making the Committee more effective to Co-Chairs or Secretariat

8. **GFC and GFC Standing Committees Meeting Schedules for 2023-2024 (Revised) and 2024-2025**

Documentation was circulated with the Agenda for information only.

9. **Status of Program Approvals Report**

Documentation was circulated with the Agenda for information only. Questions can be directed to the Program Innovation and Planning office.

10. Other Business

There was no other business.

11. Motion to Adjourn

> **Moved/Seconded**
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> That the Academic Planning and Priorities Committee adjourn the March 27, 2023 meeting.
>
> **Carried**

The meeting was adjourned 3:40 at p.m.

Courtney McVie
University Secretary