



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Academic Planning Committee
Approved Open Session Minutes

Wednesday, February 12, 2014
2-31 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Voting Members:

Carl Amrhein	Chair, Provost and Vice-President (Academic)
Lorne Babiuk	Member, Vice-President (Research)
Philip Stack	Member (Delegate), Vice-President (Finance and Administration)
Michael Deyholos	Member, Academic Staff, Member of GFC
Colin More	Member (Delegate), President of the Graduate Students' Association
Lise Gotell	Member, Academic Staff, Member of GFC
Loren Kline	Member, Academic Staff-at-large, Cross-Representative from GFC FDC
Petros Kusmu	Member, President of the Students' Union
John Law	Member, Academic Staff, Member of GFC
Keith McKinnon	Member, Academic Staff-at-large
D. Douglas Miller	Member, Dean Representative
Larry Prochner	Member, Department Chair-at-large
Wendy Rodgers	Member, Academic Staff, Member of GFC
Alexander Schlacht	Member, Graduate Student-at-Large

Non-Voting Members:

Ed Blackburn	Member, Faculty Member of the GFC Executive Committee
Lisa Collins	Member, Vice-Provost and University Registrar
Bill Connor	Member, Vice-Provost (Academic Programs and Instruction)

Presenter(s):

Carl Amrhein	Provost and Vice-President (Academic) and Chair, GFC Academic Planning Committee
Lorne Babiuk	Vice-President (Research)
Philip Stack	Vice-President (Finance and Administration) (Delegate)
Lisa Collins	Vice-Provost and University Registrar
Don Hickey	Vice-President (Facilities and Operations)
Debra Pozega Osburn	Vice-President (University Relations)

Staff:

Garry Bodnar, Coordinator, GFC Academic Planning Committee
Marion Haggarty-France, University Secretary
Geeta Sehgal, Acting Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Presenter(s): Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Academic Planning Committee

Motion: Kline/Prochner

THAT the GFC Academic Planning Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of January 22, 2014

Materials before members are contained in the official meeting file.

Presenter(s): Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Academic Planning Committee

Motion: Rodgers/Kusmu

THAT the GFC Academic Planning Committee approve the Minutes of January 22, 2014.

CARRIED

3. Comments from the Chair

Presenter(s): Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Academic Planning Committee

Discussion:

The Chair asked members to introduce themselves.

ACTION ITEMS

4. Proposed Changes to Existing Mandatory Student Instructional Support Fees, Proposed New Mandatory Student Instructional Support Fees, a Proposed Change to the Existing Undergraduate Application Fee for New Students, and the Updated Non-Instructional Fee Schedule

Materials before members are contained in the official meeting file.

Presenter(s): Lisa Collins, Vice-Provost and University Registrar

Purpose of the Proposal: To establish new Mandatory Student Instructional Support Fees, to change certain existing Mandatory Student Instructional Support fees, and to change the existing Undergraduate Application Fee for New Students; to report for information on the updated Non-Instructional Fee Schedule

Discussion:

Ms Collins, Vice-Provost and University Registrar (and Chair of the Registrar's Advisory Committee on Fees (RACF)), presented a series of proposed changes to existing Mandatory Student Instructional Support Fees, proposed new Mandatory Student Instructional Support Fees, and a proposed change to the existing Undergraduate Application Fee for New Students. With regard to the proposed increase to the Undergraduate Application fee, she noted this is expected to help mitigate some of the increased costs of

processing applications. Finally, Ms Collins noted that an updated Non-Instructional Fee Schedule was before members for information, as required by the Board of Governors.

Ms Collins and guests from units which had proposed the fees or changes to existing fees, as before GFC APC, responded to members' questions on a variety of issues, including the specific costs covered by a number of the fees; whether some fees were dependent on the instructor's individual mode of teaching; the use of bulk discounts for materials used by students; and the difference between the Application Fee and the Confirmation Deposit.

Mr Kusmu expressed concern about the proposed increase in fees for three field schools offered by the Department of Earth and Atmospheric Sciences (EAS), namely, EAS 234, EAS 333, and EAS 354. Dr Murray Gingras, Associate Chair (Undergraduate Studies) of the Department of EAS, was available to answer questions about the costs of offering these courses, the consultation that had occurred within the Department, the concerted and ongoing efforts of his Department to solicit sponsorship from industry to offset the expense of offering the field courses, and the need for securing funding stability for these offerings. In response to a query from the Chair, Dr Gingras confirmed these field schools were essential components of the academic programming offered by his Department and noted that, despite the costs associated with the courses, they would continue to be integral to EAS' programs. In response to the concerns raised, Ms Collins agreed that the Office of the Registrar, in consultation with the Department of EAS, would report back for information to GFC APC annually on the actual costs of offering EAS 234, 333, and 354. It was also agreed that the current proposal before members would be altered to note revised (lower) minima for the fees associated with each of these three courses to ensure they reflected the actual costs *per student*.

Mr Kusmu also noted an apparent inconsistency in the figures set out in the Mandatory Student Instructional Support Fee associated with Botany (BOT) 314, starting on page 59 of the material before members. Ms Collins indicated she would consult with her colleagues to ensure the accuracy of the information contained within this proposal and amend accordingly.

Motion: Kline/Rodgers

THAT the GFC Academic Planning Committee recommend to the Board of Governors the approval of the proposed changes to existing Mandatory Student Instructional Support Fees (set forth in Attachment 1, as amended), proposed new Mandatory Student Instructional Support Fees (set forth in Attachment 2, as amended), and a proposed change to the existing Undergraduate Application Fee for New Students (set forth in Attachment 3) as submitted on behalf of the relevant Faculties/Departments by the Registrar's Advisory Committee on Fees (RACF), to take effect as noted in each respective attachment.

CARRIED

5. University of Alberta's Comprehensive Institutional Plan (CIP) (2014)

Materials before members are contained in the official meeting file.

Presenter(s): Carl Amrhein, Provost and Vice-President (Academic); Debra Pozega Osburn, Vice-President (University Relations); Philip Stack, Vice-President (Finance and Administration) (Delegate); Lorne Babiuk, Vice-President (Research); Don Hickey, Vice-President (Facilities and Operations)

Purpose of the Proposal: Under guidelines from the Alberta Ministry of Innovation and Advanced Education (IAE), the University of Alberta has prepared the Comprehensive Institutional Plan (CIP) that incorporates the University's access plan, research plan, capital plan, and budgets into one comprehensive document. The CIP is for approval by the Board of Governors and is then filed with the Minister of IAE. The CIP is

written in support of the University's vision and mission as outlined in *Dare to Discover* and its Academic Plan, *Dare to Deliver*. The CIP outlines the University's academic and research priorities as articulated in the Academic Chapter, which in turn drives the University's capital and resource allocation priorities. The CIP enables the University to move toward fulfilling its vision and mission and authorizes the Administration to allocate resources as outlined in the institutional budgets.

Discussion:

Vice-President (University Relations) Pozega Osburn introduced the item, noting that the document before members highlights the essential edge that the University provides for the Province of Alberta and that it also presents, importantly, a balanced budget. She also alluded to the full presentation that had been provided by the Senior Administration on the CIP to GFC APC at the briefing session held on February 7, 2014, noting that the proposers were prepared to respond to any additional questions members may have with respect to this document.

Dr Amrhein, Dr Pozega Osburn, and Dr Babiuk responded to members' questions with regard to Tri-Council funding; the nature of support for institutional researchers; the nature of support for the University's graduate students; clarification on the provision of seed funding for revenue-generating proposals emanating from Faculties; commentary on enrolment pressures across the institution; commentary on the University's relationships with other universities in Alberta; reference to student expectations and how best to meet and/or address these, particularly in institutional communications to the broader community; commentary on international student experiences; queries with respect to the use of certain terms within the documentation and clarification from the proposers that the CIP was constructed using the required guidelines provided by the Provincial Government; and reference to the nature of future tuition increases.

The proposers agreed to state more strongly in the CIP that the University's purpose is to educate, equip people to face challenges, and ensure students are life-long learners rather than simply producing highly-qualified personnel. In addition, in response to a member's query, it was agreed that references in the CIP to the Higher Education Price Index (HEPI) would be removed.

Motion: Law/Kline

THAT the GFC Academic Planning Committee recommend to the Board of Governors the 2014 University of Alberta Comprehensive Institutional Plan (CIP), as provided by the President's Executive Committee and as set forth in Attachment 1, with the exception of information pertinent to Ancillary Services' budgets which is not within the purview of GFC APC to consider and/or recommend, to take effect upon final approval, and to empower administration to make any editorial changes to the CIP, as needed, as long as the changes do not have the force of policy.

CARRIED

DISCUSSION ITEMS

6. Question Period

There were no questions.

INFORMATION REPORTS

7. Items Approved by the GFC Academic Planning Committee by E-Mail Ballots

There were no items.

8. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

9. Adjournment

The Chair adjourned the meeting at 4:20 pm.