



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

General Faculties Council  
Academic Planning Committee  
Approved Open Session Minutes

Wednesday, September 09, 2020  
2-31 South Academic Building (SAB)  
2:00 PM - 4:00 PM

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### **ATTENDEES:**

Steven Dew, Chair  
Joel Agarwal  
Chris Andersen  
Walter Dixon  
Shannon Erichsen  
Gitta Kulczycki  
Susanne Luhmann  
Pirkko Markula

Melissa Padfield  
Jerine Pegg  
Susan Sommerfeldt  
Kisha Supernant  
Marc Waddingham  
Sheena Wilson  
Ding Xu  
Yan Yuan

### *non-voting:*

Brad Hamdon  
Kate Peters

### **REGRETS:**

Amlan Bose  
Jelena Holovati

### Staff:

Heather Richholt, Scribe

### **OPENING SESSION**

#### 1. Approval of the Agenda

Materials before members are contained in the official meeting file.

*Presenter(s):* Steven Dew, Provost and Vice-President (Academic) and Chair of Academic Planning Committee (APC)

*Motion:* Pegg/Padfield

THAT the GFC Academic Planning Committee approve the Agenda.

**CARRIED**

#### 2. Comments from the Chair (no documents)

*Presenter(s):* Steven Dew, Provost and Vice-President (Academic) and Chair of APC

#### *Discussion:*

In his opening remarks, the Chair welcomed members and emphasized the importance of the work of APC especially related to academic restructuring, budget, and the post-secondary review 2030.

The Chair observed that there would be some changes to the business of APC because the delegated authority to approve changes to programs had moved to the newly established GFC Programs Committee as of September 1.

Ms Padfield, Vice-Provost and Registrar, provided an update and statistics on spring/summer 2020 and fall 2020 domestic and international undergraduate enrollment. She noted that domestic enrollment was strong but there was small drop in international enrollment due to the COVID-19 pandemic. She explained that the final numbers for fall would not be available until December.

The Chair gave a brief update on graduate enrollment and noted good numbers though a higher than usual number of deferred enrollments to winter 2021.

The Chair referred to a recent blog post by the President on Equity, Diversity, and Inclusion (EDI) and conversations with equity seeking groups. He also mentioned the upcoming President's Installation on September 16.

A member asked for more detail about total undergraduate enrollment numbers.

### **DISCUSSION ITEMS**

#### 3. GFC Committee Orientation

Materials before members are contained in the official meeting file.

*Presenter(s):* Brad Hamdon, General Counsel and University Secretary; Kate Peters, GFC Secretary and Manager, GFC Services

*Purpose of the Proposal:* The proposal is before the committee to provide governance orientation to committee members.

*Discussion:*

Mr Hamdon and Ms. Peters gave an overview of the recent changes in the University Governance office and provided a committee orientation, which touched on the following topics:

- Roles and responsibilities of members;
- Confidentiality and conflict of interest; and
- APC's authority as laid out in the committee's terms of reference.

Members discussed the pathways for approval of items, the potential for appeals of decisions made, collective agreements, and checks and balances in the university governance system.

### **CONSENT AGENDA**

Materials before members are contained in the official meeting file.

Consent Agenda Mover and Second: Xu/Andersen

#### 4. Approval of the Open Session Minutes of June 24, 2020

THAT the GFC Academic Standing Committee approve the Open Session Minutes of June 24, 2020.

**CARRIED**

### **ACTION ITEMS**

#### 5. Election of a Vice-Chair (no documents)

*Presenter(s):* Steven Dew, Provost and Vice-President (Academic) and Chair of APC

*Purpose of the Proposal:* To discuss the election of a Vice-Chair to GFC APC

*Discussion:*

The Chair noted that Dr. Markula was willing to let her name come forward for the Vice-Chair position.

There were no concerns and no other names were put forward.

Dr Markula was acclaimed as Vice-Chair.

6. Proposed Suspension of Bachelor of Arts Majors in Biology, Chemistry, Computing Science, Mathematics and Physics, and Sociology, and Bachelor of Science Majors in Mathematics and Physics, and Psychology, Augustana Faculty

Materials before members are contained in the official meeting file.

*Presenter(s):* Karsten Mündel, Associate Dean, Academic, Augustana Faculty

*Purpose of the Proposal:* The proposal is before the committee to recommend the suspension of five current majors in the Bachelor of Arts program at Augustana Faculty (Biology, Chemistry, Computing Science, Mathematics and Physics, and Sociology) and two current majors in the Bachelor of Science program at Augustana Faculty (Mathematics and Physics, and Psychology).

*Discussion:*

Dr Mündel gave a high-level overview of the changes that had been happening at Augustana Campus in regard to curricular development including the development of new multi-disciplinary learning opportunities and the new liberal arts and science project-based learning core. He explained how the suspensions coming forward in this proposal fit into the overarching plan for academic programs at Augustana.

Members asked questions and expressed comments including, but not limited to:

- How the disciplines corresponding to the suspended majors would continue to be taught in other programs;
- Enrollment targets;
- Protecting enrollment in strong programs while not limiting enrollment in other programs;
- The BA and BSc offerings in Physical Education and Kinesiology;
- Student experience;
- Learning outcomes;
- Program capacity; and
- Decision-making around sustainability of programs.

Motion: Padfield/Ericksen

THAT the GFC Academic Planning Committee recommend that the Board of Governors approve the suspension of admissions to the Augustana Faculty Bachelor of Arts majors in Biology, Chemistry, Computing Science, Mathematics and Physics, and Sociology, and the Augustana Faculty Bachelor of Science majors in Mathematics and Physics, and Psychology, as submitted by Augustana Faculty and as set forth in Attachments 1-7, to take effect July 1, 2021.

**CARRIED**

7. Proposal for the Termination of the Bachelor of Education, Adult Education Route

Materials before members are contained in the official meeting file.

*Presenter(s):* Bill Dunn, Associate Dean, Teacher Education, Faculty of Education

*Discussion:*

Dr Dunn explained that the Adult Education program had not had any students enrolled since 2006, that the program was suspended for two years in 2016, and subsequently that it was overdue for termination.

A member asked for clarification as to why the teaching department council had not approved the termination. Dr Dunn replied that there was resistance to the program termination. He added that the Ministry of Advanced Education had informed the University that if a degree in Adult Education were to be offered, a new program proposal would need to be developed and approved.

Members discussed the purpose the program had served in the past and the changing regulations which made the program fall out of use.

Motion: Pegg/Supernant

THAT the GFC Academic Planning Committee recommend that the Board of Governors approve the termination of the Bachelor of Education, Adult Education route, as submitted by the Faculty of Education and as set forth in Attachment 1, to be effective upon final approval.

**CARRIED**

## **DISCUSSION ITEMS**

### 8. Academic Restructuring and Service Excellence Transformation Update

Materials before members are contained in the official meeting file.

*Presenter(s):* Steven Dew, Provost and Vice-President (Academic) and Chair of APC; Gitta Kulczycki, Vice-President (Finance and Administration)

*Discussion:*

Ms. Kulczycki gave an update on the Service Excellence Transformation (SET) project. She noted the efforts to engage with members of the community including the establishment of a Staff Advisory Team of 40 people. Ms Kulczycki spoke of the plan to organize the administrative functions into service and transaction hubs to develop efficiencies across units. She spoke to the twin goals of reducing costs and improving services. She noted that the intent was to bring this model to the Board of Governors for approval in October and that more details would be developed through consultation as the project continued.

Members asked for more detail on the planned service and transaction hubs and asked how discipline specific items could be properly handled centrally. Members discussed staffing implications, different ways to streamline processes, and potential future upgrades to software and core systems.

The Chair gave a presentation on the work of the Academic Restructuring Working Group (ARWG), including a list of consultations to date, and a timeline for presentation of recommendations, including at the September 23 meeting of APC and the September 28 meeting of GFC. He noted that there would be an opportunity for round tables and town halls to provide direction on the proposed recommendations. He confirmed that the Board of Governors was hoping for a December approval in order to support the building of the budget. The Chair spoke about the institutional strategic plan, *For the Public Good*, and noted the compatible vision of University of Alberta for Tomorrow (UAT), which ultimately aims to strengthen and revitalize the university.

Members discussed the expectation of updates and changes to academic programs once Faculty reorganization had been determined.

### 9. Academic Restructuring - closed session

The Committee moved into closed session for a discussion on Academic Restructuring.

10. Budget Update (no documents)

*Presenter(s):* Steven Dew, Provost and Vice-President (Academic) and Chair of APC; Gitta Kulczycki, Vice-President (Finance and Administration)

*Discussion:*

The Chair gave a brief update on the budget and noted its connection to UAT. He noted that the budget was scheduled to come forward for approval in March.

11. Question Period

There were no questions.

**INFORMATION REPORTS**

12. Items Approved by GFC Academic Planning Committee by email ballots

There were no items.

13. Information Items Forwarded to Committee Members Between Meetings

There were no items.

**CLOSING SESSION**

14. Adjournment

The Chair adjourned the meeting at 4:10 p.m.