

General Faculties Council  
Academic Planning Committee (APC)  
Approved Open Session Minutes

Wednesday, November 16, 2022  
South Academic Building (SAB) 2-31  
2:00 PM - 4:00 PM

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**ATTENDEES:**

Verna Yiu, Chair  
Laura Beard (delegate)  
Heather Bruce  
Chetan Dave  
Anas Fassih  
Todd Gilchrist  
Tammy Hopper

Vadim Kravchinsky  
Jacqueline Leighton  
Abner Monteiro  
Milan Regmi  
Aminah Robinson Fayek  
Norma Rodenburg  
Kent Rondeau  
Chris Sprysak

**REGRETS:**

Sandeep Agrawal  
Brad Hamdon  
Kate Peters

Staff:

Heather Richholt, Scribe

**OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

*Presenter(s):* Verna Yiu, Interim Provost and Vice-President (Academic), and Chair of APC

*Discussion:*

Before calling the meeting to order the Chair acknowledged, "We are located on Treaty 6 territory. We respect the histories, languages, and cultures of First Nations, Métis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our vibrant community."

The motion was moved and seconded.

THAT the GFC Academic Planning Committee approve the agenda.

**CARRIED**

2. Comments from the Chair (no documents)

*Presenter(s):* Verna Yiu, Interim Provost and Vice-President (Academic), and Chair of APC

*Discussion:*

In her comments, the Chair spoke about the initial consultation on the University Strategic Plan with members of GFC. She also informed members of updates to the U of A Policies and Procedures On-Line (UAPPOL) Centres and Institutes Policy to reflect the College model, and that oversight of the policy suite had been transferred to the Vice-President Research and Innovation's office.

Members briefly discussed current centres and institutes, the variations in size and function, and what the future of centres and institutes at the university might look like.

### **CONSENT AGENDA**

Materials before members are contained in the official meeting file.

The motion to approve items in the consent agenda was moved and seconded.

3. Approval of the Open Session Minutes of October 5, 2022

THAT the GFC Academic Planning Committee approve the open session minutes of October 5, 2022.

**CARRIED**

### **DISCUSSION ITEMS**

4. 2021-22 Mandatory Non-Instructional Fees (MNIFs) Annual Report

Materials before members are contained in the official meeting file.

*Presenter(s):* Melissa Padfield, Deputy Provost (Students and Enrolment)

*Discussion:*

M Padfield provided an overview of the report and the work of the Joint University of Alberta-Student MNIF Oversight Committee, which includes representatives from the Students' Union, the Graduate Students' Association and the units that receive MNIF funding.

Members discussed: funding for the Sexual Violence Response Coordinator position; support for varsity athletics; the move of athletics to the Dean of Students' portfolio; the process for using surplus funds so as not to create carry forwards; and the inclusion of trending information for future reports.

The Chair closed with an acknowledgement that this is a significant fee for students and that it is very important to ensure that students are properly supported.

5. Student Financial Support Report to the Community

Materials before members are contained in the official meeting file.

*Presenter(s):* Melissa Padfield, Deputy Provost (Students and Enrolment); Norma Rodenburg, Acting Vice-Provost and Registrar

*Discussion:*

M Padfield noted that the Office of the Registrar had been working to refine this report and ensure it was providing the information the community needs. N Rodenburg presented an overview of the report and noted that there was more data available on the website for those who were interested.

Members and presenters engaged in a robust discussion and expressed questions and comments including but not limited to:

- the amount of need-based funding available for students and strategies employed to increase these funds;
- whether the number of students applying for funding was increasing;
- how the centralizing of awards administration has resulted in increased applications for some awards;
- trend analysis and the impact of the COVID-19 pandemic;
- the limitations on ability to match students up with funding that is administered externally;

- what is done to understand those things that are causing strain even though they do not fit into the current cost of living metrics and calculations;
- supports available for students to address needs beyond those assessed as basic needs to support a moderate standard of living, and other financial issues;
- limitations in the amount of information that can be required from students through funding applications and the data gathered through the optional Equity, Diversity, and Inclusion (EDI) survey;
- that the EDI survey questions were aligned with student census data in order to reconcile the data;
- expertise from the academic community that was involved in the development of the survey;
- the recent creation of a hybrid award category for establishing awards with a need and merit component that will be reported on next year;
- how awards and bursaries for international students are funded through tuition offsets;
- the many ways that international students enrich the university environment; and
- the university's ethical commitment to ensure that all students can thrive.

#### 6. Budget Model Update

Materials before members are contained in the official meeting file.

*Presenter(s):* Todd Gilchrist, Vice-President (University Services and Finance)

*Discussion:*

T Gilchrist provided an overview of the current budget expectations noting that requests vastly exceed projections of available funds, there is no expectation of additional budget from government, and cost pressures are increasing. He explained that a new budget model was needed and that it would be developed for implementation in 2024-2025 but that for the next fiscal year an incremental budget model would be used. T Gilchrist went on to present the plans for the 2023-2024 incremental model which included duplication of 2022-2023 allocations plus funding to address unavoidable cost pressures, percentage of growth in tuition, plus (if applicable) Temporary Enrollment Expansion Grant Funds (TEE) and Exceptional Tuition Increase (ETI). He noted that more details of how the new budget model would be developed, including key cost drivers, was forthcoming.

A member asked if the College Deans would be involved in "negotiating" funds for Faculties and they were informed that the process would be no different than current where Faculties are allocated a budget and that processes for budget decisions would be transparent as Budget Model 2.0 is being co-created with leadership.

Members discussed the amount of money that would be allocated to the Colleges and the source of that funding, and suggested changing the messaging to focus on the total budgetary expense of the Colleges rather than where the funds are being "taken away" from.

Members discussed the benchmarks of "efficiency gains and cost reductions", that the efficiency gains were not necessarily as visible and would take time to realize.

A member asked about the uncertainty regarding contract bargaining with academic and non-academic staff. T Gilchrist replied that the university did not receive funds for any such increases and would have to absorb them.

#### 7. Budget Update (standing item) (no documents)

*Presenter(s):* Verna Yiu, Interim Provost and Vice-President (Academic), and Chair of APC; Todd Gilchrist, Vice-President (University Services and Finance)

*Discussion:*

T Gilchrist noted that a modest surplus was expected but the amount was all resulting from investment income so not at all certain due to the volatility of the market.

8. Question Period

*Presenter(s)*: Verna Yiu, Interim Provost and Vice-President (Academic), and Chair of APC

*Discussion:*

A member asked about the surplus funds from MNIFs and the university's plan to use them. Deputy Provost (Students and Enrolment) Melissa Padfield explained that the surplus was from employee funds during a period when the position was vacant and noted that there was a list of priority expenses that would be addressed.

**INFORMATION REPORTS**

9. Information Items Forwarded to Committee Members Between Meetings

- GFC Academic Planning Committee - Meeting Cancellation
- Academic Planning Committee November 2 - Cancelled

**CLOSING SESSION**

10. Adjournment

- Next Meeting of APC: December 7, 2022
- Next Meeting of GFC: January 30, 2023