



The following Motions and Documents were considered by the Board Learning, Research and Student Experience Committee during the Open Session of its October 2, 2020 meeting:

Agenda Title: **Approval of 2020-21 Committee Workplan (with *Terms of Reference* for information)**

APPROVED MOTION THAT the Board Learning, Research and Student Experience Committee, acting with delegated authority of the Board of Governors, approve the Committee's 2020-21 Workplan, as set forth in Attachment 1.

Final Item: 6.

**Governance Executive Summary
Action Item**

Agenda Title	2020-21 Committee Workplan (with Terms of Reference for Information)
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Motion

THAT the Board Learning, Research and Student Experience Committee, acting with delegated authority of the Board of Governors, approve the Committee's 2020-21 Workplan, as set forth in Attachment 1 and as amended.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Daniel Eggert, Chair, Board Learning, Research and Student Experience Committee
Presenter(s)	Daniel Eggert, Chair, Board Learning, Research and Student Experience Committee

Details

Office of Administrative Responsibility	University Governance
The Purpose of the Proposal is <i>(please be specific)</i>	To review and approve the 2020-2021 committee workplan.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>Annual Board committee workplans are developed from each committee's Terms of Reference to guide the committee's work for the year, with changes made each year to respond to feedback from the committee, administration, and committee leadership. Over the course of the year, University Governance will work with administration to organize agenda material for 2020-21 Learning, Research and Student Experience Committee (BLRSEC) meetings, per the attached Workplan, with additional items coming forward as required.</p> <p>Recommended changes for the 2020-21 committee workplan have been highlighted using tracked changes on Attachment 1 – changes include:</p> <ul style="list-style-type: none"> • moving 'Strategic Discussion / Education Topics' up into the appropriate sections of the workplan; • the addition of items for University of Alberta for Tomorrow and the post-secondary system review; • changes to government reporting to align with legislation; • the addition of items related to committee mandates; and • minor housekeeping updates to items and timing. <p>Question for discussion:</p> <ul style="list-style-type: none"> • Should anything be added or removed from the workplan?
Supplementary Notes and context	The committee's Terms of Reference are attached by link below for information / reference. No changes to the Terms of Reference are being recommended at this time as Board standing committees' Terms of Reference will be reviewed in 2021, but suggested changes are being tracked by University Governance.

Item No. 6

Engagement and Routing (Include meeting dates)

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p>	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> • Daniel Eggert, BLRSEC Chair • Paul Whittaker, BLRSEC Vice-Chair • Erin Plume, Assistant Board Secretary • Juli Zinken, Board Secretary
<p><For information on the protocol see the Governance Resources section Student Participation Protocol></p>	<p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> • Steven Dew, Provost and Vice-President (Academic) • Walter Dixon, Interim Vice-President (Research and Innovation) • Board Learning, Research and Student Experience Committee Members
<p>Approval Route (Governance) (including meeting dates)</p>	<p>BLRSEC, October 2, 2020 (approval) Board of Governors, October 16, 2020 (information)</p>

Strategic Alignment

<p>Alignment with <i>For the Public Good</i></p>	<p>Institutional Strategic Plan – For the Public Good: SUSTAIN: Sustain our people, our work, and the environment by attracting and stewarding the resources we need to deliver excellence to the benefit of all. 21. Encourage continuous improvement in administrative, governance, planning and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals. v. Develop a set of equitable, meaningful, and relevant measures to monitor our progress toward strategic goals and develop the tools required to report on them.</p>			
<p>Alignment with Core Risk Area</p>	<p>Please note below the specific institutional risk(s) this proposal is addressing.</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input checked="" type="checkbox"/> Funding and Resource Management <input checked="" type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input checked="" type="checkbox"/> Physical Infrastructure </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success </td> </tr> </table>		<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input checked="" type="checkbox"/> Funding and Resource Management <input checked="" type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input checked="" type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success
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<p>Legislative Compliance and jurisdiction</p>	<ol style="list-style-type: none"> 1. Post Secondary Learning Act (PSLA) 2. Board of Governors General Terms of Reference 3. Board Finance and Property Committee Terms of Reference 			

Attachments:

1. Board Learning, Research and Student Experience Committee 2020-21 Workplan – showing edits (5 pages)
2. [Board Learning, Research and Student Experience Committee Terms of Reference](#) – for information

Note: this workplan comprises primarily annual discussion / action items as well as strategic discussion topics. One-off items that may arise over the course of the year are not included on this workplan but will be added to agendas at the request of administration and with the permission of the Chair.

Mandate and Role of the Committee – The Board Learning, Research, and Student Experience Committee assists the Board of Governors in fulfilling its governance responsibilities by providing strategic oversight, insight and foresight with respect to University teaching and research affairs, student mental health and wellness, and future educational expectations and challenges.

Areas of Responsibility - Respecting the academic governance role of the General Faculties Council, the Committee assists the University to ensure that teaching, research and support for students advance in accordance with the University's vision, mission and strategic plan and in response to the evolving needs of students and society.

Subject to paragraph 3, the Committee:

- a) monitors, evaluates, advises and makes decisions on behalf of the Board related to teaching, learning, research, and student experience, within the Board's legislative mandate.
- b) keeps abreast of trends, opportunities and challenges in these areas and of evolving community and societal expectations; and
- c) reviews the performance of the University in its areas of responsibility against appropriate performance measures and reports on this to the Board.

Without limiting the generality of the foregoing, the Committee:

Mandate / Key Activities	Oct 2/20	Nov 20/20	Feb 12/21	Apr 30/21	May 28/21	Responsibility	Session
Oversight and Facilitation of Academic Mission							
<i>d) reviews and approves major initiatives related to the overall academic mission and related plans and policies of the University.</i>							
Institutional Strategic Plan	Approved in June 2016					President	Open
<i>e) keeps informed of how academic quality is measured at the university and regularly reviews and discusses quality assurance reports.</i>							
Quality Assurance reports (Undergraduate Program Reviews, Graduate Program Reviews, President's Visiting Committees)						Provost	Open
<ul style="list-style-type: none"> • Genetics, Sociology, Psychology, Anthropology, Biochemistry, Dentistry. • Dean of Students 		x					
<i>f) reviews and approves recommendations of General Faculties Council:</i>							
<i>i. for the establishment, continuation and re-organization of faculties, schools, departments and makes recommendations to the Board in respect thereof.</i>				As required		Provost	Open
<i>ii. for major changes in instructional and research programs and other academic matters.</i>				As required		Provost / VPRI	Open
<i>iii. concerning the Comprehensive Institutional Plan and/or a similar document as required and makes recommendations to the Board in respect thereof.</i>							

Mandate / Key Activities	Oct 2/20	Nov 20/20	Feb 12/21	Apr 30/21	May 28/21	Responsibility	Session
TENTATIVE Investment Management Agreements		x				Provost	Open
<i>g) reviews, provides feedback on and approves the enrolment management strategy and annually reviews such plans and outcomes.</i>							
Student recruitment strategies (including admissions and support): domestic and international students (BG action item: June 19, 2015):							
International Strategic Plan Implementation Update			x			Provost	Open
Current and Future Enrolment Trends <ul style="list-style-type: none"> • Undergraduate Enrolment Report • Graduate Enrolment Report 			x				
<i>h) reviews and approves the Code of Student Behaviour, the Code of Applicant Behaviour and the Practicum Intervention Policy.</i>							
Changes to appeals policies from GFC Exec / GFC	As required					Univ Governance	Open
Annual Report from Appeals Coordinator		x				Univ Governance	Open
Annual Report from Office of Student Conduct and Accountability		x				Provost	Open
<i>i) monitors indicators, undertakes studies, and reviews academic matters that pertain to the quality of the educational experience at the University, in accordance with the Board's mandate.</i>							
Report from the Provost & Vice-President (Academic)	x	x	x	x	x	Provost	Open
Annual Report on Student Financial Support		x				Provost	Open
<i>j) receives for information proposals approved by the GFC Academic Planning Committee respecting Shared Credential Programs.</i>	As required					Provost	Open
Oversight and Facilitation of Research and Knowledge Mobilization							
<i>k) reviews and approves recommendations of General Faculties Council for major changes in research programs.</i>	As required					Provost / VPRI	Open
<i>l) reviews and provides feedback on regular reports on research and knowledge mobilization, including the activities of centres and institutes.</i>							
Regular updates on research funding competitions and announcements	x	x	x	x	x	VPRI	Open
Report from the Vice-President (Research and Innovation)	x	x	x	x	x	VPRI	Open
University of Alberta Centres and Institutes Annual Report			x			Provost	Open
Animal Care as part of Disaster Recovery Plan Update					x	VPRI	Open
Fostering interdisciplinary research and enhancing research funding		x				VPRI	Open

Mandate / Key Activities	Oct 2/20	Nov 20/20	Feb 12/21	Apr 30/21	May 28/21	Responsibility	Session
Effective partnering with provincial and federal research funding agencies		x				VPRI	Open
Effective collaboration with priority international partners					x		
Impact of fiscal challenges on maintaining research activity and outputs				x			
<i>m) monitors matters related to intellectual property and technology transfer.</i>	As required					VPRI	Open
<i>Oversight and Facilitation of Quality of Students' Experience</i>							
<i>n) reviews and provides feedback on:</i>							
<i>i. regular reports about student experience, wellness and success.</i>							
Report from the Dean of Students	x	x	x	x	x	Provost	Open
Review of annual goals & plans for implementation:							
• Students' Union	x					SU President	Open
• Graduate Students' Association	x					GSA President	Open
• Post-Doctoral Fellows Association	x					PDF President	Open
Canadian Graduate and Professional Student Survey Results	As available					Provost	Open
Mental Health and Wellness Initiatives							
• Suicide Prevention Implementation Report		x				Provost	Open
Graduate Student Supervision – fostering healthy student – supervisor relationships			x			Provost	Open
<i>ii. related campus programs, partnerships and strategies, including promotion of diversity and inclusion.</i>							
Equity, Diversity, Inclusion (EDI) Progress Report				x		Provost	Open
<i>o) monitors University compliance with student health and wellness legislation, regulations and University policies and procedures.</i>	As required					Provost / VPRI	Open
Helping Individuals at Risk Report			x			VP F&A	Open
Safe Disclosure and Human Rights Report (student portion only)			x			VP F&A	Open
Sexual Violence Policy Implementation			x			Provost	Open

Mandate / Key Activities	Oct 2/20	Nov 20/20	Feb 12/21	Apr 30/21	May 28/21	Responsibility	Session
Policy and Other Matters							
<i>p) reviews and approves changes to existing University policies relating to the Committee's mandate, subject to the Limitations on Delegation as set out in paragraph 3.</i>	As required					TBD	Open
<i>q) reviews and recommends new University policies relating to the Committee's mandate, as set out in the University's Policy Development Framework.</i>	As required					TBD	Open
<i>r) considers risks associated with items before the Committee and makes recommendations to the Board Audit and Risk Committee and the Board.</i>							
All discussion/information items: associated risks identified within GES	x	x	x	x	x	All	All
All action items: include outline/summary of associated risks	x	x	x	x	x	All	All
<i>s) considers other matters at the request of the Board.</i>	As required					TBD	TBD
Committee Process and Procedures							
<i>5a) functions in accordance with the Board's General Committee Terms of Reference.</i>	Regularly					Univ Governance / Committee Chair	All
<i>5b) develops and follows an annual work plan including topics of strategic importance, identified in conjunction with the Provost and Vice-President (Academic) and the Vice-President (Research).</i>	x					Univ Governance / Committee Chair	Open
<i>5c) annually reviews the terms of reference of the Committee and recommends to the Board Governance Committee any required changes.</i>					x	Univ Governance / Committee Chair	Open
Reporting to the Board of Governors							
<i>6. The Committee reports regularly to the Board of Governors with respect to its activities and decisions.</i>	Regularly					Univ Governance / Committee Chair	Both
Strategic Discussion / Education Topics							
Academic Restructuring & Service Excellence Transformation (if needed, specific to committee mandate)	x	x				Provost	TBD
Implementation of Academic Restructuring & Service Excellence Transformation (if needed, specific to committee mandate)			x	x	x	Provost / VP F&A	TBD



Mandate / Key Activities	Oct 2/20	Nov 20/20	Feb 12/21	Apr 30/21	May 28/21	Responsibility	Session
Alberta 2030: Building Skills for Jobs		x				Provost	Open
Experiential Learning / Work-Integrated Learning				x		Provost	Open
Tracking and Measuring Student Experience	TBD					Provost	Open