

General Faculties Council
Academic Planning Committee
Approved Minutes

Wednesday, September 14, 2011
3-15, UHALL
2:00 pm – 4:00 pm

ATTENDEES:

Carl Amrhein (Chair), George Pavlich (Delegate), Phyllis Clark, Emerson Csorba (Delegate), Roy Coulthard, Deanna Williamson, Ernie Ingles, Joanna Harrington, Christina Rinaldi, Keith McKinnon, Marc Arnal, Susan Barker, Nathan Andrews, Jessica Zvonkovic, Gerry Kendal, Ed Blackburn, Colleen Skidmore, Garry Bodnar (Coordinator and Scribe)

PRESENTERS AND GUESTS:

Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Academic Planning Committee
Garry Bodnar, Coordinator, GFC Academic Planning Committee
Phyllis Clark, Vice-President (Finance and Administration)
Lesley Cormack, Dean, Faculty of Arts
Marion Haggarty-France, University Secretary
Thomas Hillen, Professor, Department of Mathematical and Statistical Sciences
James Kehrer, Dean, Faculty of Pharmacy and Pharmaceutical Sciences
Mary Persson, Associate Vice-President (Audit and Analysis) and University Auditor
Mazi Shirvani, Vice-Provost and Dean, Faculty of Graduate Studies and Research
Colleen Skidmore, Vice-Provost and Associate Vice-President (Academic)
Deborah Williams, Director, Strategic Analysis

OBSERVER:

Irene Hacke, Selection and Review Initiatives Manager

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Williamson/Harrington

THAT the GFC Academic Planning Committee approve the Agenda.

CARRIED

2. Approval of the Minutes of June 22, 2011

Materials before members are contained in the official meeting file.

Motion: Arnal/Andrews

THAT the GFC Academic Planning Committee approve the Minutes of June 22, 2011.

CARRIED

3. Comments from the Chair (no documents)

The Chair commented on a number of items of interest to members.

4. Orientation and Kick-off (no documents)

Presenters: Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Academic Planning Committee; Garry Bodnar, Coordinator, GFC Academic Planning Committee; Marion Haggarty-France, University Secretary

Purpose of the Proposal: To provide new and continuing members of the GFC Academic Planning Committee with an (annual) orientation to the legislative and administrative frameworks in which this senior standing committee of General Faculties Council (GFC) will operate during the Academic Year 2011-2012.

Discussion:

Ms Haggarty-France welcomed members to the new academic year and provided a general overview of the orientation process undertaken by University Governance.

Mr Bodnar provided a formal orientation, aided by a web-based presentation, to members, highlighting the following: the *Post-Secondary Learning Act (PSLA)*; various GFC and GFC Standing Committee Terms of Reference; samples of GFC APC Agendas, Minutes, and Outlines of Issue; and other relevant resource documentation upon which members can draw as they perform their duties on GFC APC.

ACTION ITEMS

5. Faculty of Graduate Studies and Research and Department of Mathematical and Statistical Sciences – Termination of the Postgraduate Diploma in Statistics

Materials before members are contained in the official meeting file.

Presenters: Mazi Shirvani, Vice-Provost and Dean, Faculty of Graduate Studies and Research; Thomas Hillen, Professor, Department of Mathematical and Statistical Sciences

Purpose of the Proposal: To terminate the existing Postgraduate Diploma in Statistics program.

Discussion:

Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR) Shirvani introduced the proposal to member. He indicated the proposed termination of the Postgraduate Diploma in Statistics program had had the full support of the Council of FGSR. Dr Hillen, in turn, provided further detail on the proposal before members. He noted the enrolment in the above-noted postgraduate diploma is very low and, so far, no student has finished this program in all the years it has been offered. Furthermore, the Department of Mathematical and Statistical Sciences has made changes to the existing course-based Master of Science (MSc) degree in Statistics which enable students to finish this Master's program in one year. The course-based MSc program can be used for accreditation as an Associate Statistician by the Statistical Society of Canada. This is an important qualification which opens attractive job opportunities to University of Alberta students. The Postgraduate Diploma in Statistics is a one-year program in statistics,

as well; however, it does not lead to an accreditation by the Statistical Society. As noted above, the option of a one-year program in Statistics is now covered through the aforementioned course-based MSc program, and the Postgraduate Diploma is obsolete.

Motion: Harrington/Ingles

THAT the GFC Academic Planning Committee recommend to General Faculties Council the proposal submitted by the Faculty of Graduate Studies and Research (FGSR) in co-operation with the Department of Mathematical and Statistical Sciences for the termination of the existing Postgraduate Diploma in Statistics program, as set forth in Attachment 1, to take effect upon final approval.

CARRIED

6. Appointment of Professor Loren Kline as the GFC Academic Planning Committee (APC) Cross Representative to the GFC Facilities Development Committee (FDC)

Materials before members are contained in the official meeting file.

Presenter: Garry Bodnar, Coordinator, GFC Academic Planning Committee

Purpose of the Proposal: To appoint the GFC Academic Planning Committee (APC) Cross Representative to the GFC Facilities Development Committee (FDC).

Discussion:

Mr Bodnar briefly outlined for members the manner in which General Faculties Council (GFC) has provided for strong cross representation of members between a number of its standing committees and between certain GFC standing committees and Council, itself. He noted this move to strong cross representation between the GFC standing committees and GFC was established in the mid 1990s, after a thorough governance review, and provides for strong cohesion with the University of Alberta's academic governance system.

Motion:

THAT the GFC Academic Planning Committee (APC) appoint under delegated authority from General Faculties Council Professor Loren Kline as the GFC APC Cross Representative to the GFC Facilities Development Committee (FDC) for a term beginning (retroactively) July 1, 2011 and ending June 30, 2013.

CARRIED

DISCUSSION ITEMS

7. Summary of the Academic Unit Review Report for the Faculty of Arts

Materials before members are contained in the official meeting file.

Presenters: Colleen Skidmore, Vice-Provost and Associate Vice-President (Academic); Lesley Cormack, Dean, Faculty of Arts

Purpose of the Proposal: The Office of the Provost and Vice-President (Academic), following the procedures in *Academic Unit Reviews Guidelines, January 2007*, reports to the GFC Academic Planning Committee (APC) and the Board Learning and Discovery Committee (BLDC) on completed unit reviews,

for their information and discussion.

Discussion:

Vice-Provost and Associate Vice-President (Academic) Skidmore began the discussion by outlining the purpose and processes employed regarding Unit Reviews. Unit Reviews are to ensure high-quality programs and administrative procedures and policies on campus. Recommendations received from the Unit Review Teams will be considered and operationalized by units as possible, thus ensuring quality sustainability and enhancement. Regarding the Unit Review of the Faculty of Arts, she noted the positive qualities of the review; the nature of the recommendations contained with the review team's final report and their commendations on the good planning, innovation, and forward thinking demonstrated by those in the Faculty; and the clear references to the positive attitudes of students within the Faculty and their prevailing sense they were getting a good education. She added that the current Dean was viewed as building on the strengths of recent past senior administrators of the Faculty of Arts.

Dean Cormack reported that the process had been a valuable one. She identified two recommendations in the report generated by the review that were of particular interest to her: one concerned the need for the Dean to work to build a vision for the Faculty, particularly given the high level of spirit and goodwill that exists within Arts; and the other concerned the review team's challenge for the Faculty to think carefully about the Bachelor of Arts (BA) degree, particularly in relation to those students in BA programs who are not contemplating further graduate educational opportunities. Dr Cormack noted that the recommendations were being acted upon with the Faculty of Arts and that improvements are already underway.

During the ensuing discussion, the presenters addressed questions and comments from members regarding the following matters: whether or not the Dean and her colleagues would seek input from students as part of the Faculty's academic planning exercises; the relevance of the arts, humanities, and social sciences and their interaction with and effect upon other disciplines within the wider University community; the role of the arts on undergraduate education and on the development, as noted in the University's new Academic Plan, of the core attributes and competencies expected of University of Alberta graduates; the roles played by individual Faculty academic planning in relation to the institutional-level Academic Plan; the need to recall that there are other Faculties at the University which have strong arts-based curricula (eg, Augustana Faculty, Faculté Saint-Jean, the Faculty of Native Studies); the need to ensure that graduate students' voices/concerns are incorporated into the Faculty's planning; and the nature of this particular unit review summary report in comparison to those summary reports provided in the past by the Administration for other units.

8. Summary of the Academic Unit Review Report for the Faculty of Pharmacy and Pharmaceutical Sciences

Materials before members are contained in the official meeting file.

Presenters: Colleen Skidmore, Vice-Provost and Associate Vice-President (Academic); James Kehrer, Dean, Faculty of Pharmacy and Pharmaceutical Sciences

Purpose of the Proposal: The Office of the Provost and Vice-President (Academic), following the procedures in *Academic Unit Reviews Guidelines, January 2007*, reports to the GFC Academic Planning Committee (APC) and the Board Learning and Discovery Committee (BLDC) on completed unit reviews, for their information and discussion.

Discussion:

Vice-Provost and Associate Vice-President (Academic) Skidmore began the discussion by outlining the

purpose and processes employed regarding Unit Reviews. As noted for the previous agenda item, Unit Reviews are to ensure high-quality programs and administrative procedures and policies on campus. Recommendations received from the Unit Review Team will be considered and operationalized by units as possible, thus ensuring quality sustainability and enhancement. Regarding the Unit Review of the Faculty of Pharmacy and Pharmaceutical Sciences, she noted that this had been a very positive experience in which the review team had been made to feel very welcome by the Faculty representatives with whom they met. They encountered, as well, positive reactions from students and staff in the Faculty to the current Dean. One important recommendation advanced by the review team was that the Faculty of Pharmacy and Pharmaceutical Sciences work to grow its research program, elevating what was already being done in this unit, and work to take strategic advantage of the opportunities that existed both internally and externally to assist in this growth.

Dean Kehrer noted that the Faculty has been working on a strategic plan for some time. He also addressed in his brief presentation a number of the other points raised through the review process.

During the ensuing discussion, the presenters addressed questions and comments from members regarding the following matters: the impact of the new Doctor of Pharmacy (PharmD) program on the number and quality of applicants to the Faculty's undergraduate academic programming; the mentoring of the Faculty's professoriate; the effects on students of the integrated program modules and short timeframes for exams, particularly from a mental health perspective; the possibility of creating new synergies between the Faculty of Pharmacy and Pharmaceutical Sciences and other Faculties within the University of Alberta with regard to the pre-Pharmacy undergraduate work undertaken by students; and clarification on the dedicated position in the Bachelor of Science in Pharmacy degree program for an Aboriginal student and on graduate program development in the Faculty.

9. Draft University of Alberta 2010-2011 Annual Report to the Government of Alberta

Materials before members are contained in the official meeting file.

Presenters: Phyllis Clark, Vice-President (Finance and Administration); Mary Persson, Associate Vice-President (Audit and Analysis) and University Auditor; Deborah Williams, Director, Strategic Analysis

Purpose of the Proposal: To comply with Alberta Advanced Education and Technology legislation and guidelines by reporting on goals, objectives and targets set out in the University of Alberta 2011 Comprehensive Institutional Plan (CIP) and highlighting University accomplishments during the period of April 1, 2010 to March 31, 2011. The Report is due for submission to the Minister of Advanced Education and Technology by November 15, 2011.

Discussion:

Vice-President (Finance and Administration) Clark introduced the item by briefly highlighting the purpose of the Annual Report to the Government of Alberta. In turn, Ms Persson spoke specifically to the development of the draft Report before members, referencing the consultative process through which this document had already moved and the timeline associated with its final approval prior to submission to the Provincial Government.

During the ensuing discussion, the presenters addressed questions and comments from members regarding the following matters: the strategies to be deployed by the University to recruit more outstanding professors, particularly in light of increasing competition for such individuals from foreign post-secondary institutions or systems; the participation rate of University of Alberta students in applied-learning experiences, whether targets for both undergraduate and graduate students have been established in this

area, the role community-service learning (CSL) may play in improving this rate in the future, and clarifying what we, as an institution, mean by “applied learning”; the relevance of the metric set out in the report with respect to library holdings (size and quality); and clarity on information provided in the document on capital assets.

The proposers thanked members for their comments and noted they would likely amend the document based upon suggestions made by the Committee.

10. Question Period

There were no questions.

INFORMATION ITEMS

11. Items Approved by the GFC Executive Committee by E-Mail Ballots

There were no items to date.

12. Information Items Forwarded to Committee Members Between Meetings

There were no items to date.

CLOSING SESSION

13. Adjournment

The Chair adjourned the meeting at 3:50 pm.