



General Faculties Council
 Academic Planning Committee
 Approved Open Session Minutes

Wednesday, February 24, 2016
 2-31 South Academic Building (SAB)
 2:00 PM - 4:00 PM

ATTENDEES:

Voting Members:

Steven Dew	Chair, Provost and Vice-President (Academic)
Lorne Babiuk	Member, Vice-President (Research)
Scott Campbell	Member, Undergraduate Student at-Large
Nadir Erbilgin	Member, Academic (A1.0) Staff-at-large
Florence Glanfield	Member, Department Chair at-large
Lise Gotell	Member, Academic Staff, Member of GFC
Loren Kline	Member, Academic (A1.0) Staff-at-large
Colin More	Member, President (Graduate Students' Association)
Steve Patten	Member, Academic Staff, Member of GFC
Mary Persson(Delegate)	Member, Vice-President (Finance and Administration)

Non-Voting Members:

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

Steven Dew	Provost and Vice-President (Academic), Chair GFC APC
Mary Persson	Associate Vice-President (Audit and Analysis), Office of the Vice-President (Finance and Administration)
Lisa Collins	Vice-Provost and University Registrar
Heather Zwicker	Interim Vice-Provost and Dean, Faculty of Graduate Studies & Research

Staff:

Meg Brolley, Coordinator, GFC Academic Planning Committee
 Marion Haggarty-France, University Secretary
 Erin Plume, Scribe

OPENING SESSION

1 Approval of the Agenda

Materials before members are contained in the official meeting files.

Motion: Kline/Erbilgin

THAT the GFC Academic Planning Committee approve the Agenda.
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CARRIED

2 Approval of the Open Session Minutes of February 10, 2016

Materials before members are contained in the official meeting file.

Motion: Kline/More

THAT the GFC Academic Planning Committee approve the Minutes of February 10, 2016.

CARRIED

3 Comments from the Chair (no documents)

The Chair noted that the President is initiating two search committees with the same membership for the positions of Vice-President (Facilities & Operations) and Vice-President (Finance & Administration). A call for two faculty members to serve on these committees is currently out.

The Chair updated members on a meeting that he attended on behalf of the president with the new Minister of Advanced Education, Marlin Schmidt, post-secondary learning institution presidents, and board chairs. This was an opportunity to meet the new minister, ask questions, and inform him of some of the key issues facing the sector. The renewal of the mental health grant was discussed and Minister Schmidt was optimistic that it would be funded in the future. The provincial budget is expected in early March, and although he remains hopeful that the 2% increase promised with Bill 3 will still be in effect, he reminded meeting attendees of the economic issues facing the government. He also noted that the review of the adult learning system has been delayed, and although they hope to have the components surrounding tuition completed by fall, they will take the time to make the right decision.

Mr More noted that Minister Schmidt had also met with post-secondary students.

ACTION ITEMS

4 Proposed Changes to Undergraduate Admission Requirements for High School Applicants from the American Education System

Materials before members are contained in the official meeting files.

Presenter(s): Lisa Collins

Purpose of the Proposal: Proposed changes to University Calendar section 14.1.4 regarding the use of SAT Reasoning Test Results and ACT Scores to fulfill undergraduate admission requirements for High School applicants from the American education system.

Discussion: Ms Collins noted that the proposal represents a relatively small change to how the University admits students from American high school programs. She explained that fairness for international students is in line with the 10-point enrollment plan and that this proposal stems from the curriculum calibration working group, which looks at standardized testing scores and makes recommendations on admission standards. The proposal will allow the Registrar's Office to admit students based on high school grades and an SAT or ACT score, rather than 5 standardized test scores.

In response to a question about why the United States is shifting away from standardized tests, Ms Collins indicated that there are a variety of reasons, one of which is challenges calibrating grades between high schools.

A member asked if there would be any tracking to see if these students are successful. Ms Collins responded that some analysis will be done through the Registrar's Office and the regular data processes.

A member asked if this will affect other international students. Ms Collins noted that this is the first area to be examined, and as other out of province and international curricula come before the committee, changes may or may not be required.

A member asked when this will take effect and Ms Collins responded that this policy will be in effect for 2016/2017 as it will advantageous to students.

Motion: Gotell/Patten

THAT the GFC Academic Planning Committee, with delegated authority from General Faculties Council, approve the proposed changes to the undergraduate admission requirements for high school applicants from American education systems, as recommended by GFC Academic Standards Committee, and as set forth in Attachment 5, to take effect 2016/17.

CARRIED

5 Proposed Rescission of four current Mandatory Non-Instructional Fees (CoSSS, Registration & Transcript fee, University Student Services Fee, University Health Services Fee) and Establishment of two Restructured Mandatory Non-Instructional Fees (Student Health & Wellness Fee, Student Academic Support Fee)

Materials before members are contained in the official meeting file.

Presenter(s): Mary Persson

Purpose of the Proposal: To restructure the current four MNIFs into two MNIFs. The restructured fees will better align the fees collected with the specific student services being delivered, provide greater transparency, and allow for input from students on the services provided.

Discussion: Ms Mary Persson introduced the item by noting that this proposal stems from the students' desire for more transparency and clarity around MNIFs. She thanked Colin More and Navneet Khinda for their participation on this. She noted that this restructuring will enhance transparency around this issue, the students will now get a voice on the committee, and that there will be some stability in these fees.

Ms Persson explained each of the motions, noting that that the athletic fee remains unchanged.

Mr More expressed his support for this proposal. He noted that the Graduate Students' Association is in favour of it, and he thanked Ms Phyllis Clark and Mr Philip Stack for all of their work on this proposal.

Ms Collins noted that she looks forward to the collaboration with the new working group, and that this will allow for discussion of the value received for each fee.

The Chair noted that this will uncouple the MNIFs from other funds that the university receives. A member asked if this will affect the salaries of staff affiliated with these services, and the Chair responded that staff will remain employees of the university; the services will be supported by a budget which comes from the Campus Alberta grant and other sources.

Motion: Glanfield/Erbilgin

THAT the GFC Academic Planning Committee recommend, with delegated authority from General Faculties Council, that the Board of Governors rescind the Common Student Space, Sustainability & Services Fee (CoSSS), the Registration & Transcript Fee, the University Student Services Fee, and the University Health Services Fee, as set forth in Attachment 2, to take effect upon the establishment of the restructured mandatory non-instructional fee schedule.

CARRIED

Motion: Glanfield/Erbilgin

THAT the GFC Academic Planning Committee recommend, with delegated authority from General Faculties Council, that the Board of Governors approve the establishment of the following two restructured mandatory non-instructional fees: Student Health & Wellness Fee, and the Student Academic Support Fee, as set forth in Attachment 2, to take effect upon approval.

CARRIED

Motion: Glanfield/Erbilgin

THAT the GFC Academic Planning Committee recommend, with delegated authority from General Faculties Council, that the Board of Governors rescind the following Board-approved motion of February 10, 2012: THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee, approve the annual adjustment of all Mandatory Non-Instructional Fees (MNIF), as determined by Administration, up to and including the Annual Alberta Consumer Price Index and that the MNIF be reported for information to the GFC Academic Planning Committee, the Board Finance and Property Committee, and the Board of Governors on an annual basis.

CARRIED

Motion: Glanfield/Erbilgin

THAT the GFC Academic Planning Committee, with delegated authority from General Faculties Council, recommend that the Board of Governors approve the annual adjustment of all Mandatory Non-Instructional Fees (MNIF), as determined by the weighted annual inflationary increase formula set forth in Appendix 3 of Attachment 3 (the Joint Student/University Oversight Committee on Mandatory Non-Instructional Fees), commencing in the 2017-18 academic year, and that the MNIF be reported for information to the GFC Academic Planning Committee, the Board Finance and Property Committee, and the Board of Governors on an annual basis.

CARRIED

DISCUSSION ITEMS

6 Institutional Strategic Plan - Goals and Strategies

Presenter(s): Steven Dew, Chair, GFC Academic Planning Committee; Dr. Amy Dambrowitz, Strategic Development Manager, Office of the Provost and Vice-President (Academic)

Purpose of the Proposal: For discussion and feedback. Input will be used in the preparation of the first draft of the new institutional strategic plan.

Discussion: Dr Dew and Dr Dambrowitz presented the draft goals and strategies for the Institutional Strategic Plan. Dr Dew noted that these concepts were developed after extensive consultation with the University community. The five themes of the plan were highlighted: Build, Experience, Excel, Engage, and Sustain. The committee discussed and provided feedback on the goals under each theme. Members commented: that the language in the ISP should not contradict staff agreements currently in place, that Augustana should not be portrayed as the single leader of Liberal Arts at the University, and that the language around the Truth and Reconciliation Commission is vague. Members discussed strategy around government priorities and research and the definition of 'outreach'.

Dr Dew thanked committee members for their feedback, noting that a fairly complete draft would be ready by mid-March, in order to meet the final approval (by the Board) deadline of June 17.

7 Annual Report on Undergraduate Enrolment 2015/2016

Materials before members are contained in the official meeting file.

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

Purpose of the Proposal: Provides the institution with undergraduate enrolment information for awareness and to aid in future planning.

Discussion: Ms Collins presented the undergraduate enrollment report, noting that the purpose of the report is to show trends, rather than benchmarks. She noted that undergraduate enrollments are calculated in FLEs (full-load equivalent) and that, overall, the University will be within 100 FLEs of the target presented in the Comprehensive Institutional Plan. Some faculties are purposely managing downwards on enrolment numbers because they have been over-enrolled in the past. She noted that the University has a target of 15% of international students, and the numbers are very close to that target. She commented that far fewer admissions are being revoked: down to 3% from 9% and that retention rates are up slightly.

A member asked about the retention rates for Aboriginal and international students and Ms Collins noted that there are some anomalies in the data which is being examined more closely.

A member asked about the country of origin for international students. Ms Collins noted that there has been a reliance on the Chinese market as the largest source country and the University has been fortunate to have done well in this competitive market. She noted it was important to diversify, while ensuring that this market remains an important one.

8 Graduate Enrolment Report 2015/2016

Materials before members are contained in the official meeting file.

Presenter(s): Heather Zwicker

Purpose of the Proposal: Provides the institution with graduate enrolment information for awareness and to aid in future planning.

Discussion: Dr Dew noted that this is the first annual graduate report. Dr Zwicker presented the report and noted that, unlike the undergraduate report, the meaningful measure in graduate enrolment is headcount, especially in thesis based programs where each student has a supervisor. She noted that targets are not as much of a driver as funding. She further noted that enrolments are benchmarked against similar disciplines elsewhere, rather than other programs within the institution.

Dr Zwicker explained that doctoral enrollments are softening especially in the Arts and Sciences, and that this may be due to the funding cuts in 2013. The University has a highly international student body, but it is distributed unevenly across faculties, which puts departments and faculties at different levels of risk. She also noted that there is much to be done around Indigenous recruitment, but that the University is already working on this.

A member asked about the average completion times and noted that the domestic completion rates are longer than the international completion rates at the MA level. Dr Zwicker explained that this might be due to the international tuition differential, visa restrictions, or less off campus work by international students.

9 Question Period

There were no questions.

INFORMATION REPORTS

10 Items Approved by the GFC Academic Planning Committee by e-mail Ballots

There were no items.

11 Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

12 Adjournment

The Chair adjourned the meeting at 3:45 pm