

General Faculties Council  
Academic Planning Committee  
Approved Open Session Minutes

Wednesday, May 01, 2024  
SAB 2-31  
2:00 PM - 4:00 PM

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**ATTENDEES:**

Verna Yiu (Chair)	Heather Seyl Miyashita	<u>Regrets</u>
Heather Bruce (Vice Chair)	Aminah Robinson Fayek	Lisa Glock
Sandeep Agrawal	Norma Rodenburg	
Haseeb Arshad	Chris Sprysak	
Zengtao Chen		
Chetan Dave	<u>Non-Voting Members:</u>	<u>Staff</u>
Todd Gilchrist	Kate Peters	Carley Roth
Tammy Hopper	John Lemieux	
Vadim Kravchinsky		

**OPENING SESSION**

The Chair began by acknowledging the territory:

The University of Alberta acknowledges that we are located on Treaty 6 territory, and respects the sovereignty, lands, histories, languages, knowledge systems and cultures of First Nations, Métis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our vibrant community.

1. Approval of the Agenda

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

The Chair welcomed the new *ex officio* student members L Glock, the President of the University of Alberta Students' Union and A Haseeb Arshad, the President of the Graduate Students Association.

The Chair asked members to consider an amendment to the agenda to accommodate T Gilchrist and the agenda was considered approved.

2. Comments from the Chair (no documents)

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

*Discussion:* The Chair made comments regarding Bill 18 and the recently approved terms of reference for APC. She asked K Peters to arrange for a presentation on the new terms of reference.

Members provided feedback on the proposed Bill 18 and the potential impacts.

**CONSENT AGENDA**

Materials before members are contained in the official meeting file.

3. Approval of the Open Session Minutes of April 10, 2024

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

THAT the GFC Academic Planning Committee approve the open session minutes of April 10, 2024.

**CARRIED**

**DISCUSSION ITEMS**

4. Space Management Policy Revisions - Rationale and Approach

*Presenter(s):* Todd Gilchrist, Vice-President (University Services and Finance) and Interim Vice-President (Facilities and Operations); Ashley Bhatia

*Discussion:* T Gilchrist made introductory comments regarding the proposed revisions to the Space Management Policy Suite. He noted that an interim guidance memo had been circulated to create clarity on the role of the college deans and to reinforce the operating model.

A Bhatia presented the rationale for the changes including:

- The need for consistency in how space is allocated;
- A desire to clarify and increase consistency in roles and functions for assigned space; and
- Making updates to terminology, definitions, and other housekeeping items related to the ongoing changes in the organisation.

She provided some examples of how the proposed changes may impact individuals on campus such as office space, clarity on costs for externals to access University space, and principles for shared space. She acknowledged that space is very personal and spoke to the intention to take time to ensure that different stakeholder groups have an opportunity to share their thoughts.

Members asked questions and made recommendations for consultations including:

- How the changes may impact office use for faculty and staff and the need for flexibility in terms of office use;
- Whether there would equivalent impacts on academic and non-academic staff; and
- Optimisation of classroom use and the willingness of the Office of the Registrar to support the process.

5. Google Storage Update (no documents)

*Presenter(s):* Todd Gilchrist, Vice-President (University Services and Finance) and Interim Vice-President (Facilities and Operations); Shari Baraniuk, Associate Vice-President and Chief Information Officer (Information Services & Technology)

*Discussion:* S Baraniuk provided an update on the use of Google services due to changes by the vendor regarding the ability to access cloud google storage services. As a result, the University will no longer have access to unlimited storage. She noted the impacts across campus on students, faculty and staff, and spoke to the efforts to understand the needs of different stakeholder groups. She pointed members to a webpage that will provide updates on a weekly basis. She explained timelines for changes including implementation of a quota for online and continuing education students who will now have a quota for their storage. She clarified that this will apply to My Drive, Gmail, and Google Photos. She added that her unit was currently encouraging University community members to move their data to a Shared Drive for purposes of continuity, collaboration, and to minimize risks.

Members discussed:

- Challenges experienced by graduate students who have concerns about having their research stored on a Shared Drive;
- Whether there would be a policy in place around creating Shared Drives, for example, requiring sharing with a Principal Investigator (PI) or another University staff member;
- If there were limits placed on Shared Drives;
- Whether non-designated CCIDs would have access to more storage as there may be several staff members using a single identity;
- A suggestion that as a part of the process, guidance on how to triage information, especially student records and research, that will help staff members with the move; and
- Whether there were any limitations to the creation of Shared Drives.

#### 6. Technology with Purpose (the University's Technology Plan)

*Presenter(s):* Todd Gilchrist, Vice-President (University Services and Finance) and Interim Vice-President (Facilities and Operations); Shari Baraniuk, Associate Vice-President and Chief Information Officer (Information Services & Technology)

*Discussion:* S Baraniuk provided an update on the proposed University Technology Plan, *Technology with Purpose*. She noted that the plan will build on the previous strategic plan and that updating the document in light of *SHAPE* and other institutional strategic plans. She spoke to the process to develop the plan and the governance committees who are involved in setting directions and asked for feedback on the proposed themes and areas of focus.

Members made comments and asked questions including:

- Alignment with *SHAPE* and potential connections between this plan and other strategic directions;
- Concerns with new technology being introduced to support student services that may not be streamlining work; and
- Acknowledgement of the value of new systems that help the University to monitor workflows and track information.

### **INFORMATION ITEMS**

#### 7. University of Alberta Protective Services (UAPS) Monthly Update

*Presenter(s):* Todd Gilchrist, Vice-President (University Services and Finance) and Interim Vice-President (Facilities and Operations); James Allen, Associate Vice-President (Asset Management and Operations)

*Discussion:* T Gilchrist introduced J Allen and emphasized the importance of public safety and security on all our campuses. He noted a notable decline in safety incidents involving faculty, students and staff. J Allen spoke to the Digest post representing the statistics on incidents and a desire to provide a quarterly report.

Members expressed appreciation for the work of UAPS staff on Campus and congratulations for the successes of UAPS. They also asked questions regarding:

- the next steps for safety on Campus;
- a new orientation booklet being created for new graduate students and an invitation to include content from UAPS;
- a question about the authority of UAPS in comparison with the City of Edmonton Policy Service and a suggestion that this be clarified in web-based communications; and
- support for the idea of presenting to different units on Campus.

J Allen offered to provide presentations to units on Campus.

8. Question Period

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

*Discussion:* There were no questions.

**CLOSING SESSION**

10. Adjournment

- Next Meeting of APC: May 15, 2024
- Next Meeting of General Faculties Council: May 29, 2024