

**MINUTES**  
**ACADEMIC PLANNING AND PRIORITIES COMMITTEE**

September 19, 2012  
9 am - Room A225/229

Present: E. Davis, J. Hogan, M. Bos-Chan, C. Slavik, J. Todrick, Z. Dennison, N. Weinberg, C. Marlor, G. Schlitt, J. English, J. MacLean, C. Bell, M. Brosinski, T. Coates, B. Derbyshire, A. Chan, W. Burton, O. Steyn, S. Hardman, V. Dvoracek, C. Dahl, A. Wiseman

Regrets: S. Pattridge, D. Griffiths, K. Isaac, P. Geller

Guests: I. McAskill

Recorder: J. Nagtegaal

**1. CALL to ORDER**

The meeting was called to order at 9:10 am. Eric introduced and welcomed the new members of APPC: Christine Slavik, John Todrick, Zoe Dennison, Greg Schlitt, John English, Joanne MacLean, Colleen Bell, Theresa Coates, Brad Derbyshire, and Adrienne Chan.

**2. ITEMS for ADOPTION**

**2.1. Agenda – 2012 09 19**

**MOTION:**

THAT APPC approve the 2012 06 13 agenda with the amendment to move Item 3.7. to 3.8. and the addition of Item 3.7. Major and Minor Program Changes for the Undergraduate Course and Program Approval Policy.

J. MacLean/C. Marlor

**CARRIED**

**2.2. Minutes – 2012 05 16 and 2012 06 13**

**MOTION:**

THAT APPC approve the 2012 05 16 minutes and the 2012 06 13 minutes as presented.

N. Weinberg/M. Brosinski

**CARRIED**

**3. BUSINESS**

**3.1. Provost's Report**

The Global Development Studies degree program was approved by the Minster over the summer and is being implemented as of this year.

For new members, it was explained that the Academic Planning and Priorities Committee is the main academic planning standing committee of Senate where important discussion on what the academic priorities should be, program prioritization, etc. are had.

### 3.2. Appointment of Vice Chair for 2012/2013

One nomination was received from the floor so Chantelle Marlor was acclaimed as Vice Chair until July 31, 2013.

### 3.3. Academic Planning Principles

The Academic Planning Principles will be included in the Education Plan. For coming years these principles could come from APPC and would help shape what academic principles faculties are looking at when discussing and creating their overall education plan. This would then be part of APPC's role in the Education Planning process.

**MOTION:**

THAT APPC approves the Academic Planning Principles for the 2012 Update to the Education Plan as presented.

N. Weinberg/C. Slavik

**CARRIED**

### 3.4. Education Plan Update for 2012

In the Spring of 2011 the Education Plan for 2011 – 2015 was approved; however, the Board is still expecting yearly updates to show what goals were met, how the goals were met, and what goals have changed. The education planning process starts with faculty submitting their departmental plans to the Deans; the Deans then pull all the department submissions together and bring it to various councils for consultation. Eric Davis then receives all of the Deans and Support Areas plan's and writes an introduction to the Education Plan which shows the connections between the different areas and put the entire plan into context of the Ministry's priorities. From there it goes back to the Deans for discussion, then to APPC, Senate, and the Board for approval. Even though the Education Plan does go to APPC for approval, it was still unclear what APPC's role is in the entire Education Plan process and what the timing of the program prioritization would be.

**MOTION:**

THAT APPC create a sub-committee to look at the timing of the education planning process, the level of involvement of APPC in the education planning process and identify where APPC would fit in the education planning process.

N. Weinberg/T. Coates

**CARRIED**

The committee will be comprised of S. Pattridge, N. Weinberg, C. Marlor, C. Dahl, J. Hogan, and M. Bos-Chan. The committee will show their findings at the November APPC meeting.

**MOTION:**

THAT APPC approve the 2012 Education Plan Update as presented.

B. Derbyshire/C. Slavik

**CARRIED**

### 3.5. Program Updates for Approval

With the new program approval process all program changes have to go to, UEC, SBC, and then APPC for approval before going to Senate. The four programs presented have all been to UEC for approval, but have not yet been to SBC. All four programs will still need to go to SBC for approval before going to Senate for approval.

**MOTION:**

THAT all program revisions approved by UEC before September 19, 2012 should go straight to Senate for approval and to APPC for information.

N. Weinberg/M. Bos-Chan

**CARRIED**

#### 3.5.1. Mathematics and Statistics

**MOTION:**

THAT APPC approve the changes to the Mathematics major (BA) as recommended by UEC, effective September 2013.

G. Schlitt/M. Bos-Chan

**CARRIED**

**MOTION:**

THAT APPC approve the changes to the Mathematics minor (BA), extended minor (BA), minor (statistics option) (BA), and extended minor (statistics option)(BA) as recommended by UEC, effective September 2013.

G. Schlitt/M. Bos-Chan

**CARRIED**

#### 3.5.2. English

**MOTION:**

THAT APPC approve ARTS 100 as an alternative to ENGL 105 in the English Honours, majors (English, Literature, Drama, Creative Writing, and Writing and rhetoric concentrations), extended minor, and minor as recommended by UEC, effective immediately.

M. Bos-Chan/C. Slavik

**CARRIED**

#### 3.5.3. Automotive Collision Repair and Refinishing Certificate

The changes to the Automotive Collision Repair and Refinishing certificate were ratified at the September Faculty of Trades Council meeting.

**MOTION:**

THAT APPC approve the changes to the Automotive Collision Repair and Refinishing certificate completion report, as recommended by UEC, effective immediately.

J. Toddrick/C. Slavik

**CARRIED**

### 3.5.4. Electrical Entry Level Trades Training

The changes to the Electrical Entry Level Trades Training program were ratified at the September Faculty of Trades Council meeting

**MOTION:**

THAT APPC approve the changes to the Electrical Entry Level Trades Training program, including a name change from Electrical Work certificate to Construction Electrician certificate, as recommended by UEC, effective immediately.

J. Todrick/C. Marlor

**CARRIED**

### 3.6. Transitioning Program Proposals to New Approval Process

Cheryl presented a plan to transition all programs currently in the approval process to the new approval process at an appropriate step for each program.

**MOTION:**

THAT APPC approve the plan for transitioning programs from the old program approval process to the new program approval process as presented by Cheryl Dahl.

J. Hogan/T. Coates

**CARRIED**

It was also recommended that an expedited process be created for program proposals that require a quick response. The approval body permitting an expedited process should be APPC, with revisions to the terms of reference as required. As a preliminary step, it was suggested that the Deans discuss what circumstances might trigger a request for an expedited process and prepare a background paper and recommendations for APPC.

**MOTION:**

THAT APPC approve the concept of an expedited process for new programs or changes to existing programs.

J. English/ C. Marlor

**CARRIED**

### **3.7. Major and Minor Program Changes for the Undergraduate Course and Program Approval Policy**

With the new undergraduate course and program approval process, all program changes are required to go to APPC for approval. However, many program changes are just small adjustments to improve the program and do not have any budget or resource implications. The new approval process should differentiate between major and minor changes. Major program changes should be defined as: “Any program revision that requires new resources beyond those provided by the academic units responsible for the program; new fields of specialization, such as a concentration; change to the duration, philosophy or direction of a program; change to the majority of courses in an approved program; change in requirements for admission, residency, promotion or graduation; change in admission quotas; change which triggers an external review.” Major program changes would continue to go through the entire approval process and minor program changes would be finished the approval process at UEC and would continue to APPC and Senate as information items only.

#### **MOTION:**

THAT APPC recommend to UEC to differentiate between major and minor program changes with minor changes not required to go to APPC.

N. Weinberg/C. Slavik

#### **CARRIED**

### **3.8. Deloitte document: Top Ten Challenges Facing Higher Education**

The document from Deloitte identifies ten challenges that higher education is currently facing. Universities are being forced to look at why they are doing what they are doing and have to be willing to adapt to continue to do so.

## **4. ADJOURNMENT and NEXT MEETING**

The meeting was adjourned at 11:06 am. The next meeting is October 17, 2012, 9 – 11am, A225/229.

## **5. INFORMATION ITEMS**

5.1. APPC website: [http://www.ufv.ca/senate/Senate\\_Standing\\_Committees/APPC.htm](http://www.ufv.ca/senate/Senate_Standing_Committees/APPC.htm)