AGENDA
ACADEMIC PLANNING AND PRIORITIES COMMITTEE
September 19, 2018
3:00 pm | Room B121

1. CALL to ORDER

2. ITEMS for ADOPTION
3:00 pm 2.1. Agenda – 2018 09 19
2.2. Minutes – 2018 05 09 .......................................................... pg. 2

3. BUSINESS
3:05 pm 3.1. Provost’s Report
3.1.1. Terms of Reference ........................................................................ pg. 4
3.1.2. University Act Sections ................................................................. pg. 6
3:20 pm 3.2. Call for Expressions of Interest - Vice-Chair
3:25 pm 3.3. APPC Expedited Review Standing Subcommittee ......................... pg. 14
3:30 pm 3.4. Diversity and Academic Priorities ............................................. pg. 15

4. ADJOURNMENT and NEXT MEETING
Next Meeting: October 17, 2018, 2:30 – 4:30pm, A225

5. INFORMATION ITEMS
5.1. Senate Approvals
5.1.1. Discontinuance of Fashion Design minor and extended minor – May 4, 2018
5.1.2. Active Health Specialization for the Bachelor of Kinesiology – June 1, 2018
5.1.3. Health Care Aide Program Review – June 1, 2018
5.1.4. Political Science Program Review – June 1, 2018
5.1.5. Education Plan Update – June 1, 2018 (Board approved June 15)
5.1.6. Program Report and Plan 2018 – June 1, 2018 (Board approved June 15)
5.2. APPC In-Camera Minutes - 2018 03 14......................................................... pg. 20
5.3. APPC website: http://www.ufv.ca senate/standing-committees/appc/
1. CALL to ORDER
   The meeting was called to order at 2:50pm

2. ITEMS for ADOPTION
   2.1. Agenda – 2018 05 09
       MOTION: It was moved and seconded that APPC approve the 2018 05 09 agenda as presented.
       CARRIED
   2.2. Minutes – 2018 03 14
       MOTION: It was moved and seconded that APPC approve the 2018 03 14 minutes as presented.
       CARRIED

3. BUSINESS FROM PREVIOUS MEETING (2018 04 11)
   3.1. Fashion Design minor and extended minor Discontinuance
       As quorum was not met at the April 11, 2018 meeting, the Rules of Conduct were followed to allow for an electronic discussion and vote on the discountenance of the Fashion Design minor and extended minor.

4. BUSINESS
   4.1. Provost’s Report
       The President’s Installation will take place on Friday, May 11, 2018.
       Convocation will be held at the Abbotsford Centre on June 5 & 6, 2018. For more information see https://www.ufv.ca/convocation/.
       Marnie Wright has been hired as the Associate Vice President, Human Resources. Marnie will start at UFV on Monday, June 18.
       A Scheduling and Time Tabling Forum was held on Monday, May 7, 2018. The external audit was presented at the forum with the discussion focused around how to move forward with optimizing the timetable and scheduling process.
The Ministry has invited UFV to re-submit the BioChemistry major and Communications degree proposals. Both of these programs were turned down last year, but work will be done to submit these again shortly.

4.2. New Program: Active Health Specialization, Bachelor of Kinesiology

The committee reviewed the documents provided for the new specialization for the Bachelor of Kinesiology. Congratulations was given on the quick work done by the Program Working Group.

MOTION:
It was moved and seconded that APPC recommend to Senate the approval of the Active Health Specialization for the Bachelor of Kinesiology.
CARRIED

4.3. Review of Concept Papers

The committee reviewed the documents provided for the International Business major and minor for the Bachelor of Business Administration. The intent of this new major and minor is to incorporate international experience and international business knowledge into the Bachelor of Business Administration.

MOTION:
It was moved and seconded that APPC recommend approval of the International Business major and minor for the Bachelor of Business Administration concept paper and include it in the Program Report and Plan 2018.
CARRIED

4.4. Program Report and Plan 2018

The committee reviewed the Program Report and Plan 2018. Some updates were noted for section A: Progress on Approved New Programs, and section B: Programs in Development.

MOTION:
It was moved and seconded that APPC recommend that Senate recommend approval of the Program Report and Plan 2018, with revisions, to the Board of Governors, with the inclusion of the recommended concept paper and the deadline extensions.
CARRIED

4.5. Update to the Education Plan 2018

The current Education Plan is for 2016-2020 with the 2018 Update showing the progress made on the goals. It was noted that work on the 2021-2025 Education Plan would likely start in 2019/2020 academic year with a review of the goals noted to identify and gaps or changes needed. There was some discussion on specific wording in the draft Education Plan Update.

MOTION:
It was moved and seconded that APPC recommend that Senate recommend approval of the Education Plan update, with revisions, to the Board of Governors.
CARRIED

5. ADJOURNMENT and NEXT MEETING

The meeting was adjourned at 3:30 pm. Next meeting: May 30, 2018, 2:30 – 4:30pm, A225/229

6. INFORMATION ITEMS

6.1. APPC website: http://www.ufv.ca/senate/standing-committees/appc/
ACADEMIC PLANNING AND PRIORITIES COMMITTEE

TERMS OF REFERENCE

Following consultation with relevant standing committees and areas of the university, as deemed appropriate by the Academic Planning and Priorities Committee:

1. Advise Senate on the mission, goals, objectives, strategies, and priorities of the university.
2. Advise Senate on the establishment or discontinuance of educational programs.
3. Advise Senate on the development of and priorities for the implementation of new programs leading to certificates, diplomas, and degrees.
4. Advise Senate on the establishment or discontinuance of academic faculties of the university.
5. Advise Senate on the number of students that may be accommodated in the university and the development and review of policies and procedures for managing enrolments in educational programs and courses.
6. Advise Senate on the policies relating to the library and resource centres.
7. Advise Senate on policy and procedures related to affiliation, articulation, partnerships, and other contractual agreements with post-secondary institutions and other organizations.
8. Advise Senate on policies and processes for the development, review, implementation, and communication of educational plans that support the priorities of the university.
9. Advise the Budget Committee of Senate on the academic priorities for the allocation of funds.
10. Advise Senate on policy and procedures for the systematic review of courses, programs, and educational services.
11. Review the reports and recommendations of program reviews/evaluations and advise Senate on actions.
12. Establish such subcommittees as needed to fulfill the committee’s responsibilities.
13. Other duties as assigned by Senate.
14. Provide annual written reports to Senate.
15. Review the committee’s terms of reference and composition annually, and submit proposed revisions to the Senate Governance Committee no later than the third week of April, to ensure approval by Senate before the end of the academic year.
COMPOSITION

Chair: Provost and Vice-President, Academic (ex officio, voting)

Vice-Chair: A voting member of the committee, nominated and approved by the committee

Voting Members:
- Chair or designate from the following standing committees of Senate: Budget, Undergraduate Education, Graduate Studies, Research, and Governance **
- Seven faculty members, approved by Senate, at least three of whom shall be members of Senate *
- Two staff members approved by Senate
- Two students approved by Senate
- Two deans or associate deans approved by Senate

Ex Officio Non-Voting Members:
- Associate Vice-President, Teaching and Learning
- Associate Vice-President, Research, Engagement & Graduate Studies (or designate)**
- Executive Director, UFV International
- Vice-Provost and Associate Vice-President, Academic
- Senior Advisor on Indigenous Affairs
- Associate Vice-President, Institutional Research and Integrated Planning (or designate)**
- University Librarian (or designated librarian)**
- University Secretary (or designate)**
- Program Development Coordinator

Administrative Support: Office of the Provost and Vice-President, Academic

* Normally, there shall be at least one member from each of the faculties, selected to ensure that the composition of the committee reflects the diversity of disciplines at the university.

** Normally the designate shall be appointed for a minimum one-year term to ensure continuity.
Sections of the *University Act* Relevant to APPC Members

Part 6 — Board of Governors

Board of governors

18 The board of governors for each university is continued.

Composition of board

19 (1) The board of a university, other than the University of British Columbia, is composed of 15 members as follows:

(a) the chancellor;

(b) the president;

(c) 2 faculty members elected by the faculty members;

(d) 8 persons appointed by the Lieutenant Governor in Council, 2 of whom are to be appointed from among persons nominated by the alumni association;

(e) 2 students elected from students who are members of an undergraduate student society or a graduate student society;

(f) one person elected by and from the employees of the university who are not faculty members.

Powers of board

27 (1) The management, administration and control of the property, revenue, business and affairs of the university are vested in the board.

(2) Without limiting subsection (1) or the general powers conferred on the board by this Act, the board has the following powers:

(a) to make rules for the meetings of the board and its transactions;

(b) to elect from among its members appointed by the Lieutenant Governor in Council a chair, and, when necessary, an acting chair;

(c) to appoint a secretary and committees it considers necessary to carry out the board's functions, including joint committees with the senate, and to confer on the committees power and authority to act for the board;
(d) in consultation with the senate, to maintain and keep in proper order and condition the real property of the university, to erect and maintain the buildings and structures on it that in the opinion of the board are necessary and advisable, and to make rules respecting the management, government and control of the real property, buildings and structures;

(e) in consultation with the senate, to provide for conservation of the heritage sites of the university, including any heritage buildings, structures and land of the university;

(f) with the approval of the senate, to establish procedures for the recommendation and selection of candidates for president, deans, librarians, registrar and other senior academic administrators as the board may designate;

(g) subject to section 28, to appoint the president of the university, deans of all faculties, the librarian, the registrar, the bursar, the professors, associate professors, assistant professors, lecturers, instructors and other members of the teaching staff of the university, and the officers and employees the board considers necessary for the purpose of the university, and to set their salaries or remuneration, and to define their duties and their tenure of office or employment;

(h) if the president is absent or unable to act, or if there is a vacancy in that office, to appoint an acting president;

(i) to consider recommendations from the senate for the establishment of faculties and departments with suitable teaching staff and courses of instruction;

(j) subject to section 29 and with the approval of the senate, to provide for the establishment of faculties and departments the board considers necessary;

(k) to provide for chairs, institutes, fellowships, scholarships, exhibitions, bursaries and prizes the board and the senate consider advisable;

(l) to receive from the president and analyse and adopt with or without modifications the budgets for operating and capital expenditure for the university;

(m) to set, determine and collect the fees

(i) to be paid for instruction, research and all other activities in the university,

(ii) for extramural instruction,

(iii) for public lecturing, library fees, and laboratory fees,

(iv) for examinations, degrees and certificates,

(v) for the use of any student or alumni organization in charge of student or alumni activities, and

(vi) for the building and operation of a gymnasium or other athletic facilities;

(n) to pay over
(i) the fees collected for a student or alumni organization that the organization may request, and

(ii) in accordance with section 27.1, the fees collected for a student society or a provincial or national student organization;

(n.1) in accordance with section 27.1 (1.1),

(i) to impose fees on and collect fees from students who are not members of a student society, and

(ii) remit those fees to the student society;

(o) to administer funds, grants, fees, endowments and other assets;

(p) to select a seal and arms for the university and have sole custody and use of the seal;

(q) to provide for student loans;

(r) with the approval of the senate, to determine the number of students that may in the opinion of the board, having regard to the resources available, be accommodated in the university or in any faculty of it, and to make rules considered advisable for limiting the admission or accommodation of students to the number so determined;

(s) to enter into agreements on behalf of the university;

(t) to regulate, prohibit and impose requirements in relation to the use of real property, buildings, structures and personal property of the university, including in respect of

(i) activities and events,

(ii) vehicle traffic and parking, including bicycles and other conveyances, and

(iii) pedestrian traffic;

(t.1) to regulate, prohibit and impose requirements in relation to noise on or in real property, buildings and structures of the university;

(t.2) for the purposes of paragraphs (t) and (t.1), to provide for the removal, immobilization or impounding, and recovery, of any property associated with a contravention of a rule or other instrument made in the exercise of a power under this section;

(t.3) to set, determine and collect fees for the purposes of paragraphs (t) to (t.2), including in relation to approvals, permits, security, storage and administration, and expenses related to any of these;

(t.4) to regulate, prohibit and impose requirements in relation to nuisance on or in real property, buildings and structures of the university, including providing for remediation of a nuisance and recovery of the costs of remediation;
(u) to acquire and deal with

(i) an invention or any interest in it, or a licence to make, use or sell the product of an invention, and

(ii) a patent, copyright, trade mark, trade name or other proprietary right or any interest in it;

(v) to require, as a term of employment or assistance, that a person assign to the board an interest in an invention or an interest in a patent, copyright, trade mark, trade name or other proprietary right resulting from an invention

(i) made by that person using the facilities, equipment or financial aid provided by the board, or

(ii) made by that person while acting within the scope of the person's duties or employment, or resulting from or in connection with the person's duties or employment as an officer or employee of the university;

(w) to pay to a municipality incorporated under an Act a grant in a year not exceeding the lesser of

(i) the amount that would be payable as general municipal taxes in the year on property of the university within the municipality if the property were not exempt from these taxes, and

(ii) the amount specified by the minister or calculated in the manner specified by the minister;

(x) to make rules consistent with the powers conferred on the board by this Act;

(x.1) to impose and collect penalties, including fines, in relation to a contravention of a rule or other instrument made in the exercise of a power under this section;

(x.2) to provide for the hearing and determination of disputes arising in relation to

(i) the contravention of a rule or other instrument made in the exercise of a power under this section, and

(ii) the imposition of a penalty under paragraph (x.1);

(y) to do and perform all other matters and things that may be necessary or advisable for carrying out and advancing, directly or indirectly, the purposes of the university and the performance of any duty by the board or its officers prescribed by this Act or the Sexual Violence and Misconduct Policy Act.

(3) A person appointed under subsection (2) (h) has, during the period for which he or she is appointed, all the powers, rights and privileges of the president.

(4) The board may require a student to provide the university with

(a) the personal information that relates directly to and is necessary for an operating program or activity of the university, and
(b) the personal information necessary to obtain a personal education number for the student.

(5) The board must submit the personal information collected under subsection (4) (b) to the minister responsible for the administration of the *School Act* to obtain a personal education number for the student.

(6) The board may use the personal education number obtained under subsection (5) for the following purposes:

(a) carrying out its responsibilities in respect of an operating program or activity of the university;

(b) research and statistical analysis of personal information in the possession of the board;

(c) facilitating the provision of personal information under section 49.

(7) In subsections (4), (5) and (6):

"personal education number" means a unique identification number for a student obtained under section 170.2 of the *School Act*;

"student" includes a person applying to enrol in a credit course at a university.

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### Part 7 — Senate

**Senate of a special purpose, teaching university**

35.2  (1) A special purpose, teaching university must have a senate.

(2) The senate of a special purpose, teaching university is composed of the following:

(a) the chancellor;

(b) the president, who is its chair;

(c) the academic vice president or equivalent;

(d) the deans of faculties;

(e) the chief librarian;

(f) the registrar;

(g) two faculty members for each faculty, elected by faculty members of the faculty;

(h) four students elected by the students;
(i) one alumni member who is not a faculty member, appointed by the president on nomination by the alumni association;

(j) two support staff elected by the support staff;

(k) one non-voting member of the senate, if appointed to the senate by the board to serve for one year.

(3) For the purposes of subsection (2) (j), "support staff" means employees of the special purpose, teaching university who are not

(a) officers of the special purpose, teaching university, or

(b) deans or faculty members.

(4) The senate of a special purpose, teaching university must make bylaws for the conduct of the business of the senate, including bylaws specifying the duties of members of the senate in conflict of interest situations.

(5) The senate of a special purpose, teaching university has the power and duty to do all of the following:

(a) regulate how its meetings and proceedings are conducted, including determining

 (i) the quorum necessary for the transaction of its business, and

 (ii) how a vice chair, who is to chair meetings in the absence of the president, is annually elected;

(b) set criteria for awarding certificates, diplomas and degrees, including honorary degrees;

(c) set curriculum content for courses leading to certificates, diplomas and degrees;

(d) set qualifications for admission;

(e) set policies concerning examinations and evaluation of student performance;

(f) set residency requirements for awarding credentials for courses and programs;

(g) set policies concerning student withdrawal from courses, programs or the special purpose, teaching university;

(h) set criteria for academic standing, academic standards and the grading system;

(i) set criteria for awards recognizing academic excellence;

(j) set policies and procedures for appeals by students on academic matters and establish a final appeal tribunal for these appeals;

(k) set policies on curriculum evaluation for determining whether
(i) courses or programs, or course credit, from another university or body are equivalent to courses or programs, or course credit, at the special purpose, teaching university, or

(ii) courses or programs, or course credit, from one part of the special purpose, teaching university are equivalent to courses or programs, or course credit, in another part of the special purpose, teaching university.

(6) The senate of a special purpose, teaching university must advise the board, and the board must seek advice from the senate, on the development of educational policy for the following matters:

(a) the mission statement and the educational goals, objectives, strategies and priorities of the special purpose, teaching university;

(b) the establishment, revision or discontinuance of courses and programs at the special purpose, teaching university;

(c) the preparation and presentation of reports after implementation by the special purpose, teaching university without prior review by the senate of

(i) new non-credit programs, or

(ii) programs offered under service contract;

(d) the priorities for implementation of new programs and courses leading to certificates, diplomas or degrees;

(e) the establishment or discontinuance of faculties at the special purpose, teaching university;

(f) the evaluation of programs and educational services;

(g) the library and resource centres;

(h) the setting of the academic schedule;

(i) the qualifications for faculty members;

(j) the adjudication procedure for appealable matters of student discipline;

(k) the terms for affiliation with other post-secondary bodies;

(l) the consultation with community and program advisory groups concerning the special purpose, teaching university's educational programs;

(m) other matters specified by the board.

Part 10 — Powers and Duties of a University
Functions and duties of special purpose, teaching university

47.1 A special purpose, teaching university must do all of the following:

(a) in the case of a special purpose, teaching university that serves a geographic area or region of the province, provide adult basic education, career, technical, trade and academic programs leading to certificates, diplomas and baccalaureate and masters degrees, subject to and in accordance with regulations under section 71 (3) (c) (i);

(b) in the case of a special purpose, teaching university that serves the whole province, provide applied and professional programs leading to baccalaureate and masters degrees, subject to and in accordance with regulations under section 71 (3) (c) (ii);

(c) provide, in addition to post-secondary programs referred to in paragraph (a) or (b), post-secondary programs specified in regulations under section 71 (3) (c) (iii);

(d) so far as and to the extent that its resources from time to time permit, undertake and maintain applied research and scholarly activities to support the programs of the special purpose, teaching university.
To: APPC
From: Eric Davis
Date: September 19, 2018
Re: APPC Expedited Review Standing Subcommittee

Background

The Expedited Program Approval Process calls for an APPC Expedited Review Standing Subcommittee to review and recommend approval of programs that have been allowed to go through the Expedited Program Approval Process.

The composition of the APPC Expedited Review Standing Subcommittee, as defined in the Expedited Program Approval Process, is the Chair and Vice-Chair of APPC and three faculty members (where possible from different Faculties/College). The term of each of the members will be October 1, 2018 – September 30, 2019. Members should be available (in person or email) for the entire term.
To: APPC
From: Eric Davis
Date: September 19, 2018
Re: Diversity and Academic Priorities

The University of British Columbia announces Dr. Minelle Mahtani as Senior Advisor to the Provost on Racialized Faculty.


A message from Professor Andrew Szeri, Provost and Vice-President, Academic

“This new position will support our institutional commitment to advancing equity and inclusion in the scholarly and leadership environment for faculty members at UBC.

Dr. Mahtani will be responsible for policy development, advancement and leadership, research and environment, and providing recommendations regarding strategies and ways to support UBC’s leadership in creating a welcoming and inclusive community for racialized faculty.”

EAB – Instilling Equity and Inclusion and Departmental Practices – following 4 pages
Instilling Equity and Inclusion in Departmental Practices: Guiding Faculty Recruitment and Retention

A 2017 study by the Education Advisory Board

Executive Summary: Recruiting and Retaining a More Diverse Faculty

Despite decades of centrally led and externally funded initiatives designed to increase racial, ethnic, and gender diversity among college and university faculty members, most campuses have made little to no progress. Although the share of Asian American fulltime faculty has increased markedly over the last 20 years, the share of African American, Hispanic, and Native American full-time faculty has remained relatively stagnant.

Pressure from students and shifting demographics are driving a new urgency among academic leaders to prioritize both greater numerical representation of underrepresented groups among faculty and building a more inclusive environment for faculty, students, and staff. As interested students, alumni, and community members highlight often glaring disparities between faculty demographic profiles and those of an increasingly diverse student population, administrators can no longer simply point to a long-codified written commitment to diversity on campus. Growing political discord surrounding identity, immigration, and racial inequality is adding to this critical dialogue.

The decisions, processes, and preferences that truly impact diversity and inclusion occur at the departmental level—chairs, program heads, and faculty leaders must identify and remedy sources of bias within traditional recruitment, hiring, onboarding, and promotion practices. While many faculty members express enthusiasm for diversity and inclusion efforts on campus, still more struggle to understand their role in advancing the effort and resist the intrusion of central mandates into their duties. By approaching diversity and inclusion not merely as an idea, but as the result of more equitable and intentional practices under their direct control, academic units can begin to address the concrete biases hampering progress in recruiting and retaining underrepresented faculty members.

Defining Our Terms and Scope

At the direction of our members, we have focused our recommendations on the challenges associated with recruiting and retaining historically underrepresented groups, including racial and ethnic minorities and women in science, technology, engineering, and mathematics (STEM) fields. Collectively we refer to these populations as underrepresented groups and will use the acronym URG throughout this publication. While campuses and academic units have varying areas of opportunity with respect to faculty diversity and inclusion, the ideas and recommendations we have identified are intended to be universally applicable to addressing barriers facing underrepresented groups more broadly, including other populations such as LGBTQ+, veterans, etc.
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Diagnostics for Chairs and Deans .........................................................

Advisors to Our Work .............................................................................
Creating Accountability and Tracking Success

Critical Roles for Deans, Chairs, and Faculty Members

Deans

Responsible for progress on increasing diversity within departments and ensuring that chairs and searches follow best practices.

- Expands hiring timelines when possible; allocates lines as early as possible so that search committees can extend their search
- Ensures that searches are as broad as possible disciplinarily to include subfields
- Makes institutional and departmental data available to search committees and chairs
- Appoints faculty to serve as equity advisors, receiving implicit bias training and delivering trainings tailored to their department
- Assigns one faculty or staff member to collect resources available for new faculty, especially diverse faculty, into a comprehensive, easily accessible resource
- Requires search committees to submit search plans that outline desired criteria
- Oversees search committee composition and makes sure members know diversity is an institutional priority
- Strongly encourages all members of search committees to attend implicit bias training
- Reviews searches at key checkpoints to ensure pools remain diverse

Unit and Search Committee Chairs

Responsible for focusing faculty on diversity as departmental priority, collecting and using data, and facilitating inclusive discussions.

- Assigns one faculty member or administrator to source names of potential candidates from relevant publicly available sources
- Encourages faculty to keep track of promising candidates for future searches
- Creates opportunities for promising graduate students to visit campus and interact with faculty through research presentation or on-campus professional development
- Ensures each search committee has one faculty member assigned to focus the group on diversity
- Facilitates discussions in the department about increasing diversity and inclusion and solicits feedback
- Oversees search committee composition
- Ensures all committee members are aware of campus diversity and inclusion resources
- Reviews searches at key checkpoints to ensure pools remain diverse
- Participates in the search process for postdoctoral candidates; integrates postdocs into departmental culture

Faculty

Keep diversity and inclusion in mind during the search by building a diverse candidate pool and assessing candidates holistically.

- Create and maintain relationships with potential candidates at conferences; track potential candidates in a database for use in later searches
- Develop long-term recruiting relationships with diverse graduate programs
- Attend implicit bias training to prepare for searches
- Review campus diversity and inclusion resources ahead of interviews
- Determine and rank the search criteria that will be used to evaluate all candidates
- Offer videoconference or phone interviews to expand the number of candidates who have an opportunity to interact with faculty
- Integrate postdocs into departmental culture
- Commit to mentoring junior faculty and identifying junior faculty professional development needs

Source: EAB interviews and analysis.
MINUTES - APPROVED
ACADEMIC PLANNING AND PRIORITIES COMMITTEE
IN-CAMERA
March 14, 2018
2:30 pm - Room A225/229

Present:   M. Walter (Vice-Chair), G. Palmer, A. Bakos, A. Hodges, B. Seo, J. English, J. Nolte,
V. Dvoracek, A. Chan, P. Wilson, A. Wiseman, P. Geller

Regrets:   E. Davis (Chair), B. Poettcker, S. Canning, R. Kelley, M. MacDougall, M. Manley, P. Pandey,
M. Wideman, D. McGuire, S. Hardman

Guests: T. Ryder-Glass, Dean, Faculty of Professional Studies; S. MacPherson, Adult Education
Department Head

Recorder:   J. Nagtegaal

1. CALL to ORDER
The meeting was called to order at 2:30 pm.

2. ITEMS for ADOPTION
2.1. Agenda – 2018 03 14

MOTION:
It was moved and seconded that APPC approve the 2018 03 14 in-camera agenda as presented.
CARRIED

2.2. Minutes – 2018 01 17

MOTION:
It was moved and seconded that APPC approve the 2018 01 17 in-camera minutes as presented.
CARRIED

3. BUSINESS
3.1. Adult Education Program Review
The committee reviewed the documents provided for the Adult Education Program Review. There was a
question about the inclusion of the Library Resources Report in the materials reviewed by the External
Program Review Committee. This concern will be reviewed and addressed.

MOTION
It was moved and seconded that APPC accept the documentation related to the review of the
Adult Education program and that APPC recommend the Dean’s summary report including the
Departmental Response to the External Review to Senate for acceptance.
CARRIED

4. ADJOURNMENT
The meeting was adjourned at 2:50pm.