

## Minutes ACADEMIC PLANNING AND PRIORITIES COMMITTEE (APPC)

October 16, 2019  
2:55 – 4:30pm | Room A225

Present: James Mandigo (Chair), Adrianna Bakos, Al Wiseman, Alastair Hodges, Bruce Kirkley, David McGuire, Fiona MacDonald, Garry Fehr, Gerry Palmer, Jackie Hogan, Jon Thomas, Maureen Wideman, Nicola Mooney, Patti Wilson, Peter Geller, Sandra Smith, Shahbaig Boparai, Shelley Stefan, Sylvie Murray, Vlada Dvoracek, Melinda Saretzky (recorder)

Regrets: Derek Ward-Hall, Emilio Landolfi, Lorne McKenzie, Shelley Canning, Shirley Hardman

### 1. CALL to ORDER

### 2. ITEMS for ADOPTION

#### 2.1. Agenda

**MOTION:** That APPC approve the October 16, 2019 agenda as presented.  
Gerry/2<sup>nd</sup> Sandra. Carried.

#### 2.2. Minutes

**MOTION:** That APPC approve the September 18, 2019 as presented.  
Alastair/2<sup>nd</sup> Nicola. Carried.

### 3. BUSINESS

#### 3.1. Provost's Report

Strategic Planning Process will be launched next week and introduced at each of the President's Town Halls on Oct. 22<sup>nd</sup>. The first half will focus on the President's Task Force on Equity, Diversity and Inclusion and the second half will introduce the Strategic Planning Process.

- The goal is to bring a draft of the Strategic Planning Process to APPC for feedback and direction with endorsement of the report going to Senate in June
- Ken Steele (Eduvation) will be attending UFV on Nov 15<sup>th</sup> to present on higher education trends and will be live streamed with interactive polling
- A review of various themes will be conducted
- Will seek community responses in January
- Committee consensus supports APPC endorsing the Strategic Planning Process report for Senate

#### 3.2. Vice-Chair Appointment

##### **MOTION**

That APPC approve Emilio Landolfi as Vice-Chair of APPC with a term of October 16, 2019 – August 31, 2020.  
Gerry/2<sup>nd</sup> Jon. Carried.

### 3.3. APPC Expedited Review Standing Subcommittee – Call for Expressions of Interest

#### **MOTION**

That APPC approve Adrianna Bakos/Shelley Stefan/Gerry Palmer as members of the Expedited Review Standing Subcommittee with a term of November 1, 2019 – September 30, 2020.  
Alastair/2<sup>nd</sup> Jackie. Carried.

### 3.4. Terms of Reference Review (Al Wiseman)

Report is in progress.

### 3.5. Proposal to Revise the Process and Procedures for New Program Development

Memo and documents supporting the revised process and procedures were distributed and an overview of the new process and procedures was given. The new process would align with other institutions and the Ministry requirements while improving efficiency throughout the UFV approvals process.

Discussion and notes:

- Discussion was had regarding the Stage 1 Proposal that is to be approved by the Senate Budget Committee (SBC). It was suggested that APPC be involved in some capacity in this stage in order to review the complete Stage 1 proposal for non-budget related content before Ministry submission, noting that the new procedure states that APPC would no longer approve the Full Program Proposal (Stage 2) and in the rare case that SBC would reject the proposal
- It was noted that the new concept paper template includes the social and economic benefits and that Stage 1 just includes more details and that all of the degree quality standards will be fully addressed by going through UEC, GSC, etc.
- It was noted that the concept papers will still be reviewed by Deans and Faculty Councils and stage Stage 1 and 2 proposals will be sent to APPC for information and can be brought into discussion at any time
- Stage 1 is an overall fuller demonstration of the Concept Paper
- Other suggestions were made to streamline the process and procedures
- Committee consensus agrees that the new process seems logical that we seek Ministry approval before Stage 2 is complete

#### **MOTION**

That the Academic Planning and Priorities Committee supports the revision of the Concept Paper template, with the addition of the Library Resources, to further align with the Ministry of Advanced Education, Skills and Training Stage 1 standards and criteria.  
Jackie/Sylvie. Carried.

#### **MOTION**

That the Academic Planning and Priorities Committee supports Senate giving responsibility to the Undergraduate Education Committee and the Graduate Studies Committee to verify that the Stage 2 for proposals meet degree quality standards, prior to submission to the Ministry.  
Sandra/2<sup>nd</sup> Sylvie. Carried.

Note: The PDQA office will submit all motions from each committee to Senate at the same time.

**MOTION (DEFERRED)**

That the Academic Planning and Priorities Committee supports Senate giving responsibility to the Senate Budget Committee to verify that the Stage 1 for new program proposals address the required standards and criteria, prior to submission to the Ministry.

**ACTION:** That the PDQA office revise the process and procedures to include APPC during the Stage 1 process

**3.6. Generative Discussion for Agenda Topics**

**4. ADJOURN – 4:30pm**

Nicola/2<sup>nd</sup> Sylvie.

Next Meeting: November 13, 2019, 2:30 – 4:30pm, A225

**5. INFORMATION ITEMS**

**5.1.** APPC website: [ufv.ca/senate/standing-committees/appc/](http://ufv.ca/senate/standing-committees/appc/)