

AGENDA

Academic Planning and Priorities Committee

Wednesday, November 18, 2020 - 3:30 PM
Video-Conference

Page

1. CALL TO ORDER

1.1. Roll Call and Voting Procedure

MOTION: That APPC adopt the reverse voting procedure whereas a call will go out for those against and abstaining and the rest will be assumed for the motion.

2. ITEMS for ADOPTION

2.1. Agenda

MOTION: That APPC approve the agenda as presented.

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2.2. Minutes - October 21, 2020

MOTION: That APPC approve the minutes of October 21, 2020 as presented.

3. BUSINESS ITEMS

3.1. Provost's Report

3.1.1 Integrated Strategic Planning

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3.2. Senate Governance Committee - Policy Items (Al Wiseman)

3.2.1 Academic Continuity Policy

3.2.2 Educational Services Policy

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3.3. Terms of Reference Review

3.3.1 Term 8 - report from Ad-hoc committee (David Johnston)

3.4. Expedited Program Review Standing Subcommittee

4. ADJOURNMENT

Next Meeting: December 16, 2020 - 2:30-4:30 - Video Conference



Academic Planning and Priorities Committee (APPC)

DRAFT Minutes

October 21, 2020

3:45pm – 4:30pm | Video Conference

Present: James Mandigo (Chair), Adrianna Bakos, Al Wiseman, Alastair Hodges, Amir Shabani, Betty Poettker, Bruce Kirkley, David McGuire, David Johnston, Derek Ward-Hall, Donna Alary, Emilio Landolfi, Garry Fehr, Hailey Flikkema, Jobanpreet Singh Thind, Karin Jager, Kim Isaac, Maureen Wideman, Nicola Mooney, Peter Geller, Shelley Canning, Shelley Stefan, Shirley Hardman, Sylvie Murray, Vlada Dvoracek

Regrets: Lorne Mackenzie, Jon Thomas, Gerry Palmer

1. **CALL to ORDER**

Quorum confirmed.
Reverse voting procedure confirmed.

2. **ITEMS for ADOPTION**

2.1. **Agenda**

MOTION: That APPC approve the agenda as presented.
Emilio/2nd David J. Carried.

2.2. **Minutes – September 23, 2020**

MOTION: That APPC approve the minutes of September 23, 2020 as presented.
Hailey/2nd Derek. Carried.

3. **BUSINESS**

3.1. **Provost Report**

Strategic Planning report was given in-camera.

3.2. **Expedited Program Review Standing Subcommittee Selection**

Overview was given of the work required from the subcommittee and it was noted that at least one program could be going forward with meetings starting early 2021. The committee composition includes Chair, Vice-Chair, and 3 faculty members with term ending Sept 30, 2021

MOTION:

It was moved and seconded that APPC approve Amir Shabani as a member of the Expedited Program Review Standing Subcommittee with a term ending September 30, 2021.
Nicola/2nd Hailey. Carried.

3.3. **Terms of Reference Review**

APPC website: ufv.ca/senate/standing-committees/appc/



Overview was given of the review of Term 7.

RECOMMENDATION 1: That the APPC terms of reference continue to include providing Senate with advice on the University Library.

RECOMMENDATION 2: That APPC establish a standing Library Subcommittee to provide APPC with policy recommendations and items for discussion.

Committee consensus agrees with the recommendations.
Discussion was had regarding the committee composition and the connection to the Library Advisory Committee.

ACTION: Kim: Work with Secretariat office and bring back suggestion on committee structure.

ACTION: Melinda: Contact reps to form the "Courses and Programs" ad-hoc committee.

4. INFORMATION ITEMS

4.1. Board Approval (Sept 18, 2020)

4.1.1. 2020 Update to: Learning Everywhere: The UFV Education Plan, 2016 – 2020

4.2. Senate Approvals (Sept 25, 2020)

4.2.1. 2020 Update to: Learning Everywhere: The UFV Education Plan, 2016 – 2020

4.2.2. Latin American Studies program review

5. ADJOURN

David/2nd Sylvie

Next Meeting: November 18, 2020, 2:30 – 4:30pm, Video-Conference



MEMO

To: Gerry Palmer, Chair, Senate Governance Committee
From: Peter Geller, Vice Provost & AVP Academic
CC: Al Wiseman, University Secretary
Date: 2020-10-19
Re: **Policy Development for Academic Continuity**

Background

Recent events, including inclement weather and the global pandemic, have resulted in the disruption and rescheduling of academic activities at the University of the Fraser Valley. While protocols are in place to deal with emergency situations, including an [Emergency Management Plan](#), there are specific academic impacts that could be further considered.

It is in this context that the Provost noted the possible need of such a policy. Senate Governance Committee is asked to consider the potential development of an academic continuity policy.

Examples of Academic Continuity Policies

A number of Canadian universities, particularly in Ontario, have academic continuity policies. Appendix A presents the results of a survey of academic continuity policies, providing a summary of the policy and highlighting the scope and purpose, definitions and responsibilities, and approval authority. Appendix 2 provides four academic continuity policies that were found to be particularly helpful examples: University of Oregon, University of Guelph, Wilfred Laurier University, and York University.

While some post-secondary institutions have academic continuity policies, many do not. It is important to note that while most BC post-secondary institutions do not have academic continuity policies, policies on class cancellation or emergency university closure do exist. Where policies do not exist, “toolkits” are common. Toolkits offer a variety of resources and strategies in lieu of policy for faculty to aid in mitigating disruption, particularly focused on teaching online.

Key Themes and Considerations

The following are some considerations arising from a review of academic continuity policies, taking into account the UFV landscape:

Key issues and themes across Canadian post-secondary academic continuity policies:

- Maintaining academic integrity
- Transparency for students, instructors, and staff; timely communication
- Fairness for students
- Definitions regarding length and levels of academic disruptions
- Academic appeals process included as sub-section of policy

- Types of academic disruptions; examples include weather, labour disputes, pandemic, public safety issues, prolonged service interruptions, and natural disasters
- University/campus closure vs class cancellations
- Role of service units in academic continuity

Ways in which the key issues are being addressed:

- Academic standing committees formed
- Procedures executed from dean's office to department level
- In some cases, Emergency Operations Centre (EOC) formed
- Timely communication with academic community
- Joint policy with academic and administrative governance; academic continuity may overlap with business continuity and emergency management planning
- Academic continuity is cross-departmental; dean's, teaching and learning, communications, VP students, provost office involvement
- Clarity should exist around multi-campus scenarios

Challenges around this type of policy:

- Inconsistency at a department and/or course level
- Academic program compliance
- Loss of facility access
- Decentralized communication may cause confusion

Requested Action

SGC is asked for feedback on this review of academic continuity policies and issues arising. SGC is further asked to consider the potential development of an academic continuity policy for UFV; other options include the development of procedures or a toolkit.

Attachments

Appendix 1: *Academic Continuity Policy Development Research: Policy Comparison Chart*

Appendix 2: *Sample Policies: University of Oregon, University of Guelph, Wilfred Laurier University, and York University*



MEMORANDUM
Academic Planning and Priorities Committee

APPC Chair: James Mandigo
APPC Assistant: Melinda Saretzky

TO: Gerry Palmer, Chair, Senate Governance Committee
FROM: Dr. James Mandigo, Chair, Academic Planning and Priorities Committee
DATE: October 14, 2020
RE: Policy Recommendation – Review of Educational Services at UFV

At its September 23, 2020 meeting, the Academic Planning and Priorities Committee (APPC) approved to recommend that Senate Governance Committee (SGC) consider development of a new policy on the review of educational services at UFV.

This recommendation has come forth from the current extensive review of the APPC Terms of Reference (ToR). The review began with the formation of a Terms of Reference Sub-Committee (SC) in June 2018. The SC produced a highly detailed report and was brought to APPC in January 2020. As part of this process, the SC reviewed the University Act and discussed sections that related to APPC. Each term was summarized and recommendations were provided, including a suggestion to form ad-hoc committees to review like terms. APPC agreed, and a workplan was generated and approved at APPC in April 2020 and APPC is currently in process of forming various ToR ad-hoc committees.

One ad-hoc committee has completed its review of terms 7 (part b) and 11 and submitted a report to APPC on Sept 23, 2020:

Term 7 (Part b): "Advise Senate on the policies relating to the resource centres."

Term 11: "Advise Senate on policy and procedures for the systematic review of courses, programs, and educational services."

The ad-hoc committee discussions were driven by referencing the University Act and UFV Senate Bylaws which then led to additional questions that included an attempt to define what 'resource centres' and 'educational services' mean to UFV and other post-secondary institutions, and reviewed what role Senate might play. After determining that UFV has quite a few educational services, it was suggested that a regular review of these services might be beneficial. This new policy could model Policy 189-Academic Program Reviews policy that includes a self-study, external review, and development of a report and plan.

SUGGESTED MOTION:

That Senate Governance Committee develop a new policy on the review of educational services at UFV.

Attachments:

- ToR Ad-Hoc Committee Report – Sept 2020
- APPC ToR Sub-Committee Report and Recommendations – Oct 2019

**Ad Hoc Committee on Term 8
Interim report to APPC**

The Committee members are:

- David Johnston (APPC)
- Mary Saudelli (Associate Dean)
- Maureen Murphy (Legal)
- David McGuire (International)
- Vlada Dvoracek (APPC)
- Sarah Graham (Registrar's Office Appointee)

Term of reference #8

Advise Senate on policy and procedures related to affiliation, articulation, partnerships, and other contractual agreements with post-secondary institutions and other organizations.

The Committee met on Friday October 23, 2020

The Committee discussed the Term as currently written and felt it was overly broad. In particular, the last part dealing with "other contractual agreements with post-secondary institutions and other organizations." This seems to be inconsistent with main APPC responsibilities around academic programming and could be interpreted very broadly over things such as shared services and joint purchasing.

The Committee did see APPC as having a role to play in advising Senate on policy and process relating to academic affiliations, transfer credit articulation (and possibly Prior Learning Recognition - PLAR) and educational partnerships, especially with respect to outbound or inbound students (e.g. study abroad agreements and 2 plus 2 or 3 plus 1 degree completion agreements).

The Committee also wondered if it would be appropriate or helpful in Term 8 to include an advisory role to Senate in policies on research.

The Committee recommends adjusting the Term to be specific to UFV academic programs (broadly defined) and related matters. A possible rewording is:

Advise Senate on policy and procedures related to educational affiliations, transfer articulation agreements and partnerships with other post-secondary institutions.

The Committee is willing to do additional work in this area, but requests some additional direction as this would help us focus our attention in support of APPC objectives.