

ACADEMIC PLANNING AND PRIORITIES COMMITTEE (APPC)

Agenda

February 19, 2020

2:50 – 4:30pm | Room A225

1. CALL to ORDER

2. ITEMS for ADOPTION

2:50 2.1. Agenda

2.2. Minutes – January 22, 2020 pg. 2

3. BUSINESS

2:55 3.1. Provost's Report
• Strategic Planning Update

3:05 3.2. Terms of Reference Sub-Committee Report pg. 5
Document attached

4. INFORMATION ITEMS

4.1. Senate Approvals (January 17, 2020)

- Discontinuance – Environmental Sciences concentration
- Discontinuance – Global Studies concentration
- Discontinuance – Certificate in Extended Studies in Child and Youth Care: Child Protection Specialization
- Discontinuance – Certificate in Extended Studies in Social Work
- History Program Review
- Biology Program Review
- New Program - Chemistry honours
- New Program – International Business major and minor
- New Program – Adult Education minor
- School of Kinesiology

5. ADJOURN

Next Meeting: March 18, 2020, 2:30 – 4:30pm, A225

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

Draft Minutes
ACADEMIC PLANNING AND PRIORITIES COMMITTEE

January 22, 2020
2:30 – 4:30pm | Room A225

Present: James Mandigo (Chair), Adrianna Bakos, Al Wiseman, Alastair Hodges, Bruce Kirkley, David Johnston, Derek Ward-Hall, Emilio Landolfi, Garry Fehr, Hailey Flikkema, Jackie Hogan, Jon Thomas, Lorne Mackenzie, Maureen Wideman, Nicola Mooney, Patti Wilson, Shelley Stefan, Sylvie Murray, Vlada Dvoracek, Melinda Saretzky (recorder)

Regrets: David McGuire, Gerry Palmer, Peter Geller, Sandra Smith, Shahbaig Boparai, Shelley Canning, Shirley Hardman

1. CALL to ORDER

Welcome members, Hailey Flikkema (student), David Johnston (UEC Rep), and Adrianna Bakos now as Faculty Rep.

2. ITEMS for ADOPTION

2.1. Agenda

MOTION: That APPC approve the agenda as presented.

Emilio/2nd Jackie. Carried.

2.2. Minutes – December 11, 2019

MOTION: That APPC approve the minutes of December 11, 2019 as presented.

Lorne/2nd Jackie. Carried.

Update from minutes: All of motions that went to Senate were passed.

3. BUSINESS

3.1. Provost's Report

Integrated Strategic Planning (Academic, Administration, Community)

- Foundations document was circulated; the first 20 pages is the summarization and will help inform discussions that will take place, such as; Stakeholder Group, online consultations, Town Halls, various committees, Thought Leaders, APPC, and Board of Governors
- A presentation was given to the Board of Governors and they are in support of the plan.
- Two Strategic Planning groups - will meet until the Plan is approved by the Board, which may be postponed to the Fall to ensure a complete consultation process.
 - o Working group - meeting since September 2019
 - o Stakeholder Group – meeting starting January 2020
 - Includes: SUS, VP Administration, VP External, Alumni, VP Student, President, SALT, Faculty, FSA, external community

- This group will be a sounding board to get feedback to see how things are going
- Group membership will be examined to see if any stakeholders are missing, eg. Students, Indigenous community
- The Strategic Plan will continue to be developed over the next few years.
- The Plan starts with UFV's Mission and Vision and the Tangram is being used to represent key concepts. We are looking to see what challenges us, what inspires us, who do we serve, what do we do, and how do we impact?
- Will be forward thinking... What can our university look like? Plan to learn from our past, and use our strengths as a launch pad to move into the future.
- Promise Statements:
 - Engaging Learners
 - Transforming Lives
 - Building Community
- Will establish at most five institutional goals and they will emerge from the Promise Statements. The Goals should be measurable, and the hope is that the online consultation/process will help with identifying the metrics that can be measured in the coming years.
- Strategies and Tactics will be created to achieve the Goals.



- Discussion:
 - Discussion was had to determine what will become of the other plans currently in place; Ed Plan, Enrolment, Internationalization, Capital, Vision, Research, etc. It was noted that the Strategic Research Plan is due soon, and will be contingent on the completion of the Strategic Plan. It was also noted that key themes were taken out of each of the plans, and the goal is to build off of those themes. It was noted that having multiple plans could be difficult for everyone to navigate.
 - It was mentioned that the UFV community may become excited to participate in the Plan because the face to face sessions will mirror an active classroom 'Engaging Learners'
 - Suggestion was made to have someone attend various meetings to explain the big goals

3.2. Terms of Reference Sub-Committee Report

Thanks to the ToR Sub-Committee for the work on this report.

The sub-committee met numerous times and had reported back to APPC. This document summarizes each term and includes a recommendation to forward to Senate or additional questions for consideration. This reflective review will help transform the APPC into a meaningful body and it was suggested that perhaps APPC could create additional sub-committees that would focus on one area, such as program reviews, and would mirror what some other institutions are currently doing.

ACTION: Next steps: APPC members review attached document for discussion at next meeting; APPC approve final document for submission to Senate.

4. INFORMATION ITEMS

4.1. APPC Membership Vacancies

Terms ending July 21, 2020

- Emilio Landolfi, Faculty of Health Sciences - faculty
- Lorne Mackenzie, Faculty of Professional Studies - faculty
- Sandra Smith, Academic Success Centre - staff
- Shahbaig Boparai, Faculty of Professional Studies - student

The APPC also has the following vacancies:

- Two faculty members

5. **ADJOURN**

Next Meeting: February 19, 2020, 2:30 – 4:30pm, A225

David J. motioned to Adjourn at 4:20pm

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

APPC TERMS OF REFERENCE SUB- COMMITTEE: REPORT AND RECOMMENDATIONS

October 2019

Submitted by Al Wiseman and Alastair Hodges

Contents

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I. INTRODUCTION

In June 2018, UFV Senate's Academic Planning and Priorities Committee (APPC) struck a sub-committee to review on its behalf the Terms of Reference (ToRs) for the committee. This came out of the annual review of ToRs as mandated by Senate. During the discussion at that June 2018 meeting, committee members expressed a desire to see a smaller group of the committee do a fuller review and bring back a report with any recommendations it might wish to make.

The sub-committee, consisting of Melissa Walter, Randy Kelley, Alastair Hodges, and Al Wiseman met several times from September 2018 – June 2019, and also reported updates on occasion at APPC meetings. A huge thanks goes to Melissa who chaired the sub-committee and did significant work at meetings, and in between meetings.

At the highest level, members of APPC felt a sense of uncertainty about the role of the committee on behalf of Senate. The sub-committee took this to heart and the following report aims to explain the nature of their conversations, provide recommendations, and offer questions APPC could sent to Senate. It is the ultimate goal of the sub-committee to see APPC's role to be significantly clarified. Driving this desire for clarity is a healthy and commendable wish of the committee to be confident that APPC is doing meaningful work on behalf of Senate and the university. Finally, the sub-committee is not under any illusion that it has answered everything or perfectly framed what it has discussed, but share some hope that progress will be made as a result of their work.

II. OVERVIEW OF PROCESS

The sub-committee began by having a conversation about the current terms of reference for APPC. In having this conversation, the group agreed on doing several things:

1. Reviewing the University Act and discussing sections that seemed relevant to the work of APPC.
2. Reviewing the current version of the Terms of Reference and surfacing what the main questions or issues seem to be with them as they currently exist.
3. Trying to develop a list of clear questions and recommendations to bring to Senate.
4. To meet as many times as necessary to discuss issues and build towards a final report.

Finally, the sub-committee has worked to produce this report as a key outcome of their work. Once the report has been discussed and there is agreement on how to proceed, we expect that a final step will be to revise the APPC Terms of Reference, and possibly approve a document of some kind that will serve as a summary of the key elements of the report that have been adopted as guidelines for future work of the Senate committee. Also, some remaining questions will need to be sent to Senate for discussion, and possibly discussed further at APPC.

III. FINDINGS AND RECOMMENDATIONS

This section will outline the main points the committee believes deserve comment, as well as resulting recommendations for changes.

A. General

1. “Advise”

Early on, the committee noted the extensive use of the word “advise” in reference to the duties of APPC. After much discussion, the group agreed that it would be very helpful to both define what this term means, and how advising might take place.

- a. What does it mean to advise?
 - i. First, we suggest the term means to provide specific recommendations on matters.
 - ii. Second, we suggest the term means to inform Senate more generally about important facts, trends, or situations it believes may assist Senate with the work of governing, without providing specific recommendations.¹
- b. Advise or approve?
 - i. The committee noted that it has been typical for APPC that most of its advisory function has happened through the approval of documents and proposals. When the information then goes to Senate, the advice essentially ends up being a motion to Senate that APPC approved. This has typically been taken as akin agreement with whatever is in the document(s), and is offered without any or much comment.
 - ii. The committee suggests that approval on its own is necessary, important, and at times sufficient in providing advice. However, we also recommend that APPC’s advice take on a more sophisticated, deliberate, and articulated form. The form of this advice could be oral, but should often be written, and after meaningful discussion by APPC. Further, this written advice should be constituted as a document that the committee reviews and approves before sending to Senate.
- c. When should advice be given?
 - i. The committee noted that there are times when the need for advice is more obvious. Examples of this would be when program proposals or reviews come through, or when strategic plans are presented. It may be helpful to compile a list or work plan of sorts that specifies all examples of situations where regular advice is expected from APPC.
 - ii. Further, the committee recommends that APPC should occasionally initiate providing advice to Senate when it believes important matters should be addressed. Normally, these matters should be ones that fall into the basic parameters of the planning and priorities scope of APPC as set out in the Terms of Reference.
 - iii. Finally, we recommend that as needed, Senate should intentionally task APPC with providing advice on particular subjects/situations.

2. “Policy”

- a. What is meant by “policy”?
 - i. The sub-committee agreed that policy refers to the formal documents Senate creates and approves which provide mandated directions, actions, restrictions, guidelines, procedures,

¹ For example, APPC might provide a list of 7 recommendations regarding the next version of the Education Plan (definition #1); it might also want to inform Senate about the latest developments in program planning and prioritization in Canadian universities without having any specific suggestions other than a request to factor these into future discussions/planning (definition #2).

etc., on all academic matters over which Senate has jurisdiction. All policy of this type is published online in the UFV policy manual.

- ii. We also suggest that the notion of policy can mean more broadly the high level educational directions of UFV. We suggest it is reasonable for Senate to ask APPC for this sort of policy advice, both when it clearly is mentioned in the Terms of Reference (e.g. #1 “mission, goals, objectives, strategies, and priorities of the university”), and also at times when a matter less obviously fits. For example, under the ongoing conversations at Senate regarding International Students, perhaps there is some high level elements requiring Senate input about which it may wish APPC to deliberate and advise.
 - iii. Therefore, we recommend APPC come up with a suggested list of topics/issues that are high level educational “policy” in the sense of planned directions/emphasis about which Senate might wish to have advice. This list should be submitted to Senate for discussion.
- b. Timing of advice on policy?
- i. Advice on policies from Senate committees for policies that are under review is an existing process. The sub-committee agrees this should continue following the standard five year review timeline already in effect.
 - ii. We also recommend that Senate initiate formal policy reviews at times where policies might not be due for review under the normal five year cycle, but which for other reasons, might be worthy of a look.
 - iii. We encourage Senate to be more proactive in soliciting advice from APPC on policy as defined above, particularly as it relates to the more general definition.

B. Specific

1. Term #1: Advice on mission, goals, objectives, and priorities of the university:
 - a. We recommend that APPC ask Senate if it would like to delegate responsibility to approve any of these elements to APPC.
 - b. We recommend that whatever of these elements are not delegated to APPC, that Senate consider creating permanent or ad hoc processes for involving APPC earlier in discussions.
 - c. We recommend that APPC consider opportunities for education and engagement for the committee that would inform future discussions and decisions related to the responsibilities of this term.
2. Term #2: Advise Senate on the establishment or discontinuance of educational programs:
 - a. The sub-committee asks APPC to consider creating a grid similar to the program development grid at the concept paper stage (factoring in any upcoming changes to the program approval process under review in the PDQA office).
3. Term #3: Advise Senate on the development of and priorities for the implementation of new program leading to certificates, diplomas, and degrees.
 - a. We recommend that APPC provide advice annually on program prioritization in advance of the budget
 - b. We invite the Provost and Deans to consider how they might more effectively utilize the advice of APPC on program priorities and related issues (e.g. interdisciplinarity, space use and needs, etc.).
4. Term #4: Advise Senate on the establishment or discontinuation of academic faculties of the university.
 - a. We understand a policy is under development (with Senate and President’s shared authority) where this will be addressed.
 - b. We recommend Senate clarify whether they would like APPC to provide advice on the establishment of departments and schools.

5. Term #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 the educational programs and courses
 - a. The sub-committee recommends that APPC ask Senate to clarify what it needs from APPC to effectively provide such advice.
 - b. At the very least, we recommend that the Provost and Deans consider how they might periodically (annually?) bring the issue of enrolment targets and high-level strategies to APPC for feedback/advice.
6. Term #6: Advise Senate on the policies relating to the library and resource centres.
 - a. The sub-committee suggests that this has not been happening.
 - b. The formal policies in view are likely #72 (Library Collection), and #47 (Role of the UFV Library), although these both currently sit as administrative, not Senate policies. We recommend a conversation about what, if any, elements of these policies might fall under Senate jurisdiction.
 - c. There is no institutional clarity around what is a “resource centre”. We recommend that APPC discuss this issue, create some principles that might help define what constitutes such a centre, and then create a tentative list for discussion by Senate and Administration.
 - d. We recommend providing policy advice on this term in the broader sense of the definition listed earlier in this report.
7. Term #7: Advise Senate on policy and procedures related to affiliation, articulation, partnerships, and other contractual agreements with post-secondary institutions and other organizations.
 - a. The sub-committee recommends APPC attempt to create a list of the current agreements that exist at UFV.
 - b. We recommend APPC create a plan and process for reviewing said agreements where appropriate or of value.
8. Term #8: Advise Senate on policies and processes for the development, review, implementation, and communication of educational plans that support the priorities of the university.
 - a. The sub-committee suggests that this has not been happening, or at the very least, not in a very productive manner.
 - b. We recommend the following steps to strengthen the committee’s work in this area:
 - i. Developing a list of what these policies and processes are.
 - ii. Develop a list of ways these could policies and processes could have meaningful and appropriate feedback/advice.
 - iii. Consultation with the Provost and Deans on how APPC could best serve in this capacity.
9. Term #9: Advise the Budget Committee of Senate on the academic priorities for the allocation of funds.
 - a. The sub-committee observed that there is no real clarity on whether this is happening, or if so, how effective or meaningful this advice is.
 - b. We recommend asking both APPC and Senate Budget Committees, in consultation with the Provost and CFO, to have a discussion about what might be done to provide meaningful prioritization advice to Senate Budget.
10. Term #10: Advise Senate on policies and procedures for the systematic review of courses, programs, and educational services.
 - a. The sub-committee recommends the development of a list of relevant policies and procedures similar to 8.b.i above.
 - b. We recommend that in consultation with the Provost and VP Students, to develop an understanding of what is meant by “educational services”. This might result in a set of guidelines

that determines what might fall into the category of an educational service, and a list of current educational services at UFV.

- c. After these two steps, we recommend APPC develop a plan for how to advise on these matters.
11. Term #11: Review the reports and recommendations of program reviews/evaluations and advise Senate on actions.
 - a. The sub-committee suggests that APPC is effectively carrying out this responsibility at present.
 - b. We suggest APPC ask Senate whether they want to delegate this function to APPC or continue to retain final approval authority on reviewing these.
 12. Term #14: Provide annual written reports to Senate.
 - a. The sub-committee notes that these are already completed.
 - b. We recommend APPC consider providing more than just a list of specific agenda/approval items that transpired over the course of the year. Perhaps the annual report to Senate could also include some of the substance of what has been proposed above, once it is developed and operationalized by APPC.

IV. NEXT STEPS

The Committee will notice that at this stage, no revised ToRs have been submitted for the committee. Because of the volume of issues investigated, and the need to decide on numerous recommendations, we believe it best to wait on actually revising wording for the entire document until APPC has discussed the full report and had the chance for fulsome discussion and feedback. After this, we can take that feedback and incorporate into a draft revised ToRs for the committee to review.

Revisions to the existing ToRs may also need to wait until APPC reports to Senate and has feedback on the items in this report that have been recommended, and has some of the conversations suggested in this report.

V. APPENDICIES

Appendix A: Current APPC Terms of Reference and the B.C. University Act

APPC Terms of Reference Item	Relevant University Act Section
1. Advise Senate on the mission, goals, objectives, strategies, and priorities of the university.	Section 35 (6) (a)
2. Advise Senate on the establishment or discontinuance of educational programs.	Section 35 (6) (b)
3. Advise Senate on the development of and priorities for the implementation of new programs leading to certificates, diplomas, and degrees.	Section 35 (6) (d)
4. Advise Senate on the establishment or discontinuance of academic faculties of the university.	Section 27 (2) (i) Section 35 (6) (e) Section 37 (1) (i)
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.	Section 27 (2) (r)
6. Advise Senate on the policies relating to the library and resource centres.	Section 35 (6) (g)
7. Advise Senate on policy and procedures related to affiliation, articulation, partnerships, and other contractual agreements with post-secondary institutions and other organizations	Section 35 (6) (k) Section 37 (1) (u)
8. Advise Senate on policies and processes for the development, review, implementation, and communication of educational plans that support the priorities of the university.	Section 37 (1) (p)
9. Advise the Budget Committee of Senate on the academic priorities for the allocation of funds.	Connected to Section 37 (1) (e)
10. Advise Senate on policy and procedures for the systematic review of courses, programs, and educational services.	Section 35 (6) (f)
11. Review the reports and recommendations of program reviews/evaluations and advise Senate on actions.	Section 37 (1) (p)
12. Establish such subcommittees as needed to fulfill the committee's responsibilities.	Related to Section 37 (1) (b)
13. Other duties as assigned by Senate.	Section 37 (1) (b)
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.	

Appendix B: Comparative Chart of Terms of Reference for Similar Committees at Some Other Universities

UFV	VIU	UNBC	TRU	Kwantlen Polytechnic University
Academic Planning & Priorities	Planning & Priorities Committee	Senate Committee on Academic Affairs	APPC	Committee on Academic Planning and Priorities
Advise Senate on the mission, goals, objectives, strategies, and priorities of the university	establishing or revising the mission statement, educational goals, objectives, strategies and priorities of the University	To be responsible for advising Senate on academic planning at UNBC	Advise Senate on the mission statement and the educational goals, objectives, strategies and priorities of the University	Advise Senate on the mission statement, goals, objectives, strategies and priorities of the University.
Advise Senate on the establishment or discontinuance of educational programs	establishing, developing, revising, or discontinuing courses, programs and instructional disciplines	To consider and make recommendations to Senate on new undergraduate and graduate programs and major modifications to existing undergraduate and graduate programs.	Following consultation with the Research Committee and the Budget Committee, advise Senate on the establishment, revision or discontinuance of research centres, institutes, and research chairs and professorships, and other research-related matters requiring Senate approval	In consultation with the Senate Standing Committee on Curriculum and the Senate Standing Committee on the University Budget, advise Senate on the establishment, suspension and/or discontinuance of educational programs.
Advise Senate on the development of and priorities for the implementation of new programs leading to certificates, diplomas, and degrees	prioritizing new programs and courses leading to certificates, diplomas or degrees	To consider and make recommendations to Senate on new and revised Undergraduate and Graduate Academic Regulations.	Following consultation with the Educational Programs Committee or the Graduate Studies Committee (as appropriate) and the Budget Committee, advise Senate on the priorities for implementation of new programs leading to certificates, diplomas and degrees	In consultation with the Senate Standing Committee on Curriculum, the Senate Standing Committee on the University Budget and any other duly constituted Senate body, advise Senate on the priorities for implementation of new programs leading to citations, certificates, diplomas, degrees and post-baccalaureate credentials.

<p>Advise Senate on the establishment or discontinuance of academic faculties of the university</p>	<p>establishing or discontinuing Faculties</p>	<p>To review and make recommendations to Senate on existing undergraduate and graduate programs for purposes of assessment and possible expansion, curtailment, or discontinuance.</p>	<p>Following consultation with the Educational Programs Committee or the Graduate Studies Committee (as appropriate) and the Budget Committee, advise Senate on the establishment or discontinuance of Faculties, Schools, Divisions and Departments of the University</p>	<p>Advise Senate on the establishment or discontinuance of Faculties, Schools, Divisions and Departments of the University</p>
<p>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.</p>		<p>To advise on enrolment management issues.</p>	<p>Following consultation with the Educational Programs Committee or the Graduate Studies Committee (as appropriate), the Budget Committee, and any other relevant standing committees, advise Senate on the number of students that may be accommodated by the university and policies for enrolment management.</p>	<p>In consultation with the Senate Standing Committee on Curriculum and the Senate Standing Committee on the University Budget, advise Senate on the Strategic Enrolment Management plan, policies for enrolment management and the admission of students, and the integration of these with the Academic Plan</p>
<p>Advise Senate on the policies relating to the library and resource centres.</p>	<p>developing the library and resource centres</p>	<p>To review from time to time the operation of the Library, for report to Senate.</p>		
<p>Advise Senate on policy and procedures related to affiliation, articulation, partnerships, and other contractual agreements with post-secondary institutions and other organizations.</p>	<p>establishing the terms for affiliation with other post-secondary bodies</p>	<p>To review, for approval or recommendation as appropriate, affiliation agreements with other institutions. • To facilitate the development of academic agreements between UNBC and various international partners.</p>	<p>Following consultation with other relevant standing committees, review and advise Senate on the terms of affiliation, articulation and other contractual agreements with other post-secondary institutions</p>	<p>In consultation with other relevant standing committees, review and advise Senate on the policies related to affiliation and articulation agreements with other post-secondary institutions.</p>

Advise Senate on policies and processes for the development, review, implementation, and communication of educational plans that support the priorities of the university.			Advise Senate on policies and processes for the development, review, implementation and communication of educational plans that support the priorities of the University	
Advise the Budget Committee of Senate on the academic priorities for the allocation of funds.	implications of the annual budget as presented by the president; the financial and resource implications, if any, of proposals for new courses and programs		Advise the Budget Committee of Senate on the academic priorities for the allocation of funds	Advise the Senate Standing Committee on the University Budget on the academic priorities for the allocation of funds.
Advise Senate on policy and procedures for the systematic review of courses, programs, and educational services.	establishing or revising processes for evaluating departments, programs and educational services	To be responsible for the development and implementation of a program review process, and to make recommendations to Senate relating to the outcome of reviews.		
Review the reports and recommendations of program reviews/evaluations and advise Senate on actions.	monitor evidence-based periodic program reviews for all existing instructional programs		Review the reports and recommendations of the Educational Programs Evaluation Committee or the Graduate Studies Committee (as appropriate) and advise Senate on actions	
Establish such subcommittees as needed to fulfill the committee's responsibilities.			Establish such subcommittees as needed to fulfill the Committee's responsibilities	Establish such subcommittees as needed to fulfill the Committee's responsibilities, as well as reporting mechanisms for these subcommittees.
Other duties as assigned by Senate.	other matters as assigned by Senate		Other duties as assigned by Senate.	Other duties as assigned by Senate

	review all new program proposals prior to their approval and implementation;	To recommend to Senate the establishment of Research Chairs	Following consultation with the Educational Programs Committee or the Graduate Studies Committee (as appropriate) and the Budget Committee, advise Senate on Category III changes	Advise Senate on the establishment, revision or discontinuance of research centres, institutes, and other research-related matters requiring Senate approval.
	review Provost recommendations as a result of the summative assessment of all existing instructional programs.	To advise Senate on all matters concerning undergraduate and graduate research and research policy at the University		
		To establish policies regarding the conservation of heritage objects and collections that are owned by or in the possession of the university or any of its faculties, divisions, departments or other agencies.		
		To review and advise Senate on current international agreements and exchanges and make recommendations regarding their renewal.		
		To approve, in exceptional and extraordinary circumstances, external international proposals; and to report to Senate as soon as practicable such approvals and the justification for them.		
		To consider and advise Senate on matters relating to the internationalization of the University community.		
		To recommend to Senate graduate courses which are cross-listed with undergraduate courses.		

		To review periodically the activities of the Centre for Teaching and Learning and make recommendations on the Centre to Senate and to address any other Senate related teaching matter.		
		To consider and make recommendations to Senate on course additions or deletions.		
		To receive and evaluate recommendations from the SCAAF Continuing Studies Credit Committee and to forward recommendations concerning the recommended courses to Senate for approval		