

2021-2022

**General Faculties Council Standing Committee Annual Report
Academic Planning and Oversight Committee (APOC)**

1. MEETING DATES IN 2021-2022

The Academic Planning and Oversight Committee met 10 times in 2021-2022.

2021: September 13th, October 18th, November 8th, December 14th

2022: January 17th, February 14th, March 14th, April 11th, May 9th, June 13

2. COMPOSITION AND MEMBERSHIP

Composition

a. Voting Members:

- i) Interim Vice President, Academic
- ii) Associate Vice President Research and Academic Affairs or equivalent ex-officio
- iii) 4 School Directors
- iv) 4 Academic Staff Members

b. Non-Voting Members:

- i) Registrar
- ii) Librarian
- iii) Studio Manager
- iv) Secretary to General Faculties Council

Membership

- Dr. Alex Link, Chair, Interim Vice President, Academic
- Kurtis Lesick, Director, SCEM
- Heather Huston, Director, SVA
- Dr. Ben Fullalove, Director, SCCS
- Naoko Masuda, Director, SCD
- Dr. Christopher Frey, Academic Staff Member, SCCS
- Charles Bell, Academic Staff Member, SCD
- Mackenzie Kelly-Frère, Academic Staff Member, SCEM
- Richard Clements, Academic Staff Member, SVA
- Susie Kennedy, Registrar
- René Martin, Director, Learning and Instructional Services
- Tara Niscak, Studio Manager
- Andrea Power, Secretary to General Faculties Council

Meeting Resource

- Nicole Hamilton, Dean, Innovation, Learning and Development
- Nenyó Kwasitsu, ORAA
- Carissa Matthews, Director, Academic Resources

3. ITEMS APPROVED WITH DELEGATED AUTHORITY FROM GFC

- APOC supports bringing the UDRW proposal to the larger AUArts community for feedback.

4. ITEMS RECOMMENDED WITH DELEGATED AUTHORITY FROM GFC

- The modified program proposal for BDes, as presented, effective September 2023.
- The Draft Academic Planning and Oversight Committee Terms of Reference for approval to the Steering Committee, as presented.
- The new Bachelor of Fine Arts program structure, as presented, effective Fall 2024 with applications accepted starting in Fall 2023.
- Recommend to the Steering Committee, approval of the Draft Online Learning Committee Terms of Reference, as presented.

5. ITEMS DISCUSSED

Academic Plan - method of monitoring and reporting progress: There is a desire to create a chart to track progress on academic plan priorities and strategies. A potential chart to demonstrate actions/results/outcomes in the Academic Plan was shared and will be worked on over the summer. The Action Plan and its progress will be shared once a term for discussion at APOC, and a summary provided to GFC.

Strategic Enrolment Management: At the end of 2015, a significant report was completed by an external consultant, who returned to do more work on retention at AUArts in 2021. There are a total of 37 recommendations and majority of these fall within Student Affairs. Five priority actions were outlined in the report.

Program suspension processes: There are several programs in the PAPRS system that hadn't had any enrolment in about 15 years and were terminated. Those programs were: Visual Arts Diploma, Bachelor of Fine Arts Specializations: Photographic Arts and Multidisciplinary Studies. APOC should review and be familiar with internal processes regarding program suspension and how it fits and is understood by the government.

Consolidated Schools Plan: A consolidated unit plan combines the four plans into a single plan that recognizes what all schools should be working towards in the next year. Operational elements and anything that falls outside the purview of School Councils was removed. In consultation with Directors, the consolidated unit plan was reduced into achievable activities for School Councils to undertake in the current year. The consolidated school plan was brought to each school council. SCCS and SCD endorsed the plan and have started working on some activities. However, SVA and SCEM have some concerns. Schools decide which items from the list fits with its priorities and then decide how to implement those priorities. School directors will report to APOC about progress on their school plans.

UDRW update (Strategy 1) & Revised Program Proposal - Bachelor of Fine Arts: There have been numerous meetings with the faculty to discuss the context and rationale for the proposal and the relevant documents were put in Mosaic for faculty access. The majors are being replaced with concentrations and guidance from the Ministry will be sought about setting this up. It may be necessary for the work done to be assessed by external auditors after approval by AUArts GFC. CAQC is aware of the changes to date and have no concerns. Changes with respect to the work of the UDRW will be reflected in the 2023-2024 budget. The draft motion was endorsed by the school councils, and then received by APOC and recommended to GFC for approval.

Revised Program Proposal - Bachelor of Design: The proposal went to the SCD Council and was recommended unanimously. The proposal was reviewed by the Curriculum Committee and many other groups, including the student association. The draft proposal has a few components: 1) approval of direct entry to degree, 2) renaming of VSCM 225 to VSCM 103 and making it a first-year course, 3) the designation of group of required courses for 1st year of BDes degree.

APOC Committee Composition: The Steering Committee initiated a composition review for all GFC and GFC standing committees which is expected to conclude by May 2022. There have been several changes in senior academic and senior administration roles and the GFC composition needs to align with these changes.

AUArts 2022-2023 Budget Assumptions: Presentations on tuition and fee increases, domestic and international enrolment and the Alberta universities grant. Most of AUArts' revenue comes from government of Alberta grants and student tuition, however tuition fees have been stagnant for the past 5 years until 2019/20. There is increasing fiscal pressure from the reduction in government grants and thus there is a need to rationalize expenses against revenue. The university is not allowed to run a deficit budget. Tuition was increased by 7% and maximum enrolment pursued, but it is still insufficient for fiscal balance. Going forward in 2023-2024, tuition increases will be calculated using the Alberta consumer price index. The information provided to APOC will also go before the GFC before the Board budget decision is made.

Online Learning Committee Terms of Reference: The plan is to offer courses online within the parameters of current, in person program delivery. The committee will decide the scope. There are infrastructural implications and CTS will need to be involved in this committee. The committee will need to create a work plan with identifying benchmarks as well as have a clear end date, all of which should be approved by APOC.

Draft Strategic Enrollment Management Taskforce Terms of Reference: APOC would work with the report that led to the current SEM plan, which was commissioned in 2021, so it is quite recent and thus the SEM plan is still valid. The draft terms will be broadly discussed outside of APOC before returning.

6. ITEMS FOR INFORMATION

Draft Indigenous Framework: AUArts engaged an external consulting group to support drafting the framework and it was worked on during the Winter/Spring of 2021 and the draft document was completed in June 2021. There were conversations with the Board of Governors, GFC and Cabinet. The draft version was presented to the Elder Council, and it was noted that there wasn't a link between the truth and reconciliation calls to action and this was considered a gap. The recommendation was to look for opportunities to link AUArts to the calls to action. Meetings with Elder Casey and the Council have been ongoing to incorporate these within the framework.

Revised MFA in Craft Media Committee Terms of Reference: The Terms of Reference have been updated with a focus on revised reporting and committee membership.

Comprehensive Campus Alberta Review: a report is being developed, by ORAA and an external contractor, to bring forward to the Campus Alberta Quality Council that captures the review of the MFA program in the context of an overview of the institution.

Learner Enrollment Demographics (Strategy 4): Enrollment demographics data by degree, specialisation, and year of study were presented, which is the information that is submitted to the government. It was noted there could be ways this data can be used to enhance enrollment.

Grant writing mentorship (Strategy 3): Editing services have been made available to support faculty with their SHCRCC applications. The RC has identified that to proceed with development of the research plan, establishment of additional internal research infrastructure is needed, particularly procedural infrastructure. The RC has done a survey of research administration procedures across the country to get a sense of how other organisations are building procedures. The RC has struck a workgroup to go over these research administrative practices and structure and propose AUArts research administration procedures.

Draft Undergraduate Final Grade Appeal Procedure: The draft procedure shortens the process and increases clarity in both the process and roles related to it.

Equity, Diversity, and Inclusion: A consultant, Higher Education Strategy Associate, has been hired to design a census, including reaching out to the alumni. Members commented on EDI Taskforce communications as an issue and the need for general communications to update the AUArts community. Discussion regarding targeted Indigenous hires was noted, which needs to be part of the developing overall institutional strategy.

Sexual Violence Policy Workgroup (Strategy 3): The President is the sponsor of this policy and has requested the review, which is in accordance with the Act which states the policy must be reviewed every three years. A workgroup has been struck to do this review and the community will be consulted prior to approval by Cabinet in Fall 2022.

Terms of reference for this committee can be found [Here](#)

Submitted by: Dr. Alex Link, Chair, Academic Planning and Oversight Committee

Date: August 29, 2022