

**2021-2022  
General Faculties Council Standing Committee Annual Report  
Student Affairs Committee**

**1. MEETING DATES IN 2020-2021**

The Student Affairs Committee met 6 times in 2021-2022.

**2021:** September 9, November 12

**2022:** January 13, February 10, March 10, May 12

**2. COMPOSITION AND MEMBERSHIP**

**Composition**

**a. Voting Members:**

- i) Dean of Students, Chair
- ii) Registrar
- iii) 2 Faculty Members
- iv) 2 Student Association Members

**b. Non-Voting Members:**

- i) Librarian
- ii) Studio Manager

**Membership**

- Susie Kennedy, Registrar, Chair
- Ghada Alatrash, Faculty Member, SCCS
- Karl Geist, Faculty Member, SCD
- Quynn Covey, Student Association Member
- Jonathan Gomez Chavez, Student Association Member
- Rene Martin, Director, Learning and Instructional Services
- Tara Niscak, Studio Manager

**Meeting Resource**

- Kanwal Baluch, ORAA Member
- Andrea Power, Secretary to General Faculties Council

### **3. ITEMS RECOMMENDED FOR APPROVAL**

- Recommended the draft Student Affairs Committee Terms of Reference to the GFC Steering Committee, as presented.

### **4. ITEMS DISCUSSED AND RECEIVED FOR INFORMATION**

#### **Universal Transit Pass (UPASS):**

- The City of Calgary has migrated from the sticker UPASS to the option to use a mobile app. Students can still choose to get a sticker in lieu of the app. AUArts has a contract with the City until 2023, and any changes to be made to the agreement will need to be discussed for Fall 2023.

#### **Student Code of Conduct Work Group:**

- The Terms of Reference for the Work Group were discussed, and it was noted that the section in the Academic Calendar notes “in progress” and as such, can be updated later in the year.

#### **Student Complaint Form:**

- The Student Complaint Form relates to the Formal Student Complaint Process. Research was conducted on how other institutions manage student complaints that fall outside of student conduct. A guide for student complaints was created and the goal was to have it agreed in principle, which was accomplished at the June 2021 SAC meeting. The approved version has been published in the Student Handbook and on the Student Success Centre Sharepoint site and shared with all members of the SAC.

#### **Online and in-person classes, vaccination policy implementation and travel for the Winter 2022 term:**

- November 15, 2021 was the implementation date for the new Covid-19 Vaccination Policy.
- For students who did not meet the requirements there was no campus access and they each received a WR code for their grade.
- The semester began with an understanding that the classes would be on campus and the implementation was to ensure public health and safety for all returning faculty, staff and students.
- The deadline for summer residency and exchange programs was 4th January 2022. The applications submitted were processed but with caution as the travel was dependent on health and safety measures and any restrictions in place.

#### **Fall Break Planning:**

- Update provided on the proposed Fall Break prepared by the Academic Policy Committee, who will make a final recommendation to GFC on December 6, 2021. GFC will also consider the revisions to the Academic Date Setting Procedure to provide for a Fall Break.

**Academic Date Setting Procedure:**

- The proposed changes to the current procedure were:
  - Addition of the Fall break dates
  - Alignment of the current term length calculation for four schools
  - Aligning exams/final assessments and critique period
  - Final assessment/exam schedule established for all schools

**Convocation and Grad Show 2022 and Board of Governors Luncheon and Community Day:**

- Advancement hired a temporary consultant to help with planning the in-person 2022 convocation event, taking into consideration the change in public health directives. The Digital Grad show will continue as it had been a success with 13,000 unique page views. Feedback received on the online convocation was positive with 2,000 unique page views last year.
- The plan was to hold the convocation in the Jubilee auditorium. It will last 2.5 hours and afterwards people will go to the grad show. Approximately 1500 people have attended at a time in the past. The plan is that anyone who graduated in the previous two years can choose to cross the stage and get their degree. There is also the possibility of pre-recording speakers.
- The Board of Governors Luncheon and Community Day was held on May 28, 2022 featuring Honorary Degree recipients and the Board of Governors student award winners.

**Student Awards Policy and Procedure:**

- Members were encouraged to review the draft and provide feedback. Currently, there is a procedure in place but no policy.
- The consultation process involves several different stakeholders, and the process is being worked through with a goal for the drafts to go to GFC in May or September 2022 for implementation in Fall 2022.

**Student Enrolment Management (SEM) Update – Recruitment and Retention:**

- Retention has been identified as a challenge for AUArts for several years due to a higher-than-average industry rates of attrition after first year.
- SEM Works produced a lengthy report as a plan for 2016-19 and the report has been updated. Presentations on the priority actions for 2021-22 and the Student Success Model, including 5 areas of focus, relating to retention.
- The average student is taking longer to finish programs at the university.
- One of the biggest steps that has been taken is to have weekly case management of high-risk students to identify these individuals and determine necessary interventions.
- Student Affairs have created an internal Communications Plan and key goals are to attract and support a diverse community of talented students through a) Structured, timely and efficient Information sharing b) Use of appropriate communications channels.

**Revised SAC Composition:**

- The GFC Steering Committee initiated a composition review for all GFC and GFC standing committees, due to the significant changes in Senior Administration. The review is expected to conclude by May 2022. The SAC recommended two changes: addition of one more student and the Indigenous coordinator.

**Sexual Violence Policy Review:**

- The President and CEO is the sponsor for this policy, which must be reviewed every 3 years as per the Occupational Health and Safety Act. The President has asked that a work group for the review be established at the university including: Security, Student Affairs, Human Resources, and the Student Association. The University Secretary will chair the group. The review is anticipated to be complete by late spring following consultation and feedback throughout the university.
- The Policy will be split into three distinct documents: one policy and two procedure documents – one for employees and one for students. All documents will be reviewed and revised with a wellness lens.

**AUArts New Career Centre**

- The new career centre offers cover letter, resume and cv building, interview preparation, job boards, and bootcamps. There will be communications to students about the services.

**5. UNFINISHED BUSINESS**

- Student Conduct Working Group: The activities of the work group were put on hold due to workload issues.
- Indigenous Framework/Strategic Plan: Meetings with the Elders Council continue, and work is progressing with assistance from a faculty member, Troy Patenaude, and the Indigenous Student Community Coordinator, Mary Ann Forbes.

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

**Submitted by:** Susie Kenndey, Interim Chair, Student Affairs Committee

**Date:**