Call to Order

The Chair called the meeting to order at 9:30 a.m.

1. **APPROVAL OF AGENDA**

   1.1 **Motion 17-01** That Academic Planning and Policy Committee approves the agenda as presented.

      Arscott Carried

2. **CONFLICT OF INTEREST**

   2.1 **Action** Subject to the Conflict of Interest provision of the General Faculties Council General By-Laws, members were asked by the Chair to declare any conflict they may have with respect to the meeting agenda.

      No conflicts declared.

3. **MINUTES**

   3.1 **Motion 17-02** That Academic Planning and Policy Committee approves the minutes of Meeting 15, held May 13, 2014 and Meeting 16, held May 27, 2014 as presented.

      Fabbro Carried

4. **BUSINESS ARISING FROM THE MINUTES**

   None

5. **ACTION ITEMS**

   5.1 **Action** Recommend approval of the proposal to offer a Post Baccalaureate Diploma in Psychology.

      **Motion 17-03** That Academic Planning and Policy Committee recommends General Faculties Council approves the proposal to offer a Post Baccalaureate Diploma in Psychology, effective September 1, 2016 or thereafter at the discretion of the Vice President Academic, pending approval by the Board of Governors and Alberta Innovation and Advanced Education.

      Arscott

      Andrew Chiarella presented this item.
It was noted General Faculties Council needed to be added under section 3.3 Internal Review and Approval on page 9 of attachment 1.  

Carried

5.2 Action

Recommend approval of the proposal to offer a Master of Arts in Psychology.

Motion 17-04

That Academic Planning and Policy Committee recommends General Faculties Council approves the proposal to offer the Master of Arts specialization in Psychology, effective September 1, 2016, or thereafter at the discretion of the Vice President Academic, pending approval by the Board of Governors and Alberta Innovation and Advanced Education.

Arscott

Andrew Chiarella presented this item.

It was noted General Faculties Council needed to be added under section 3.3 Internal Review and Approval on page 10 of attachment one.

Member Park inquired if the intended students were those already in the Master of Arts Integrated Studies Program or a new student group. She was informed these were different programs. She suggested consideration be given to cross listing courses.

Member Murray inquired if all the courses were new and agreed with the suggestion of cross listing courses. The presenter noted 10 new courses needed to be developed.

Member Armstrong inquired what made this Master program attractive to students and about what other post-secondary institutions offered. The presenter noted Master and PHD programs were offered by other post-secondary institutions but no other post-secondary institution offered a post baccalaureate.

Member Wen inquired about the difference in admission requirements and noted the proposal did not indicate how students move between programs. The presenter noted the differences included lower grade point and having a three or four year degree. He also noted movement between programs would depend on the student.

Member Park commented students could use the diploma program as a backdoor entrance to the Master program without having to have a four year degree.

Member Kinshuk suggested it be clearly stated completion of the post baccalaureate did not automatically permit a student into the Master program.

Carried

5.3 Action

Recommend approval of the changes to the Approval Process for the Granting of Credentials Policy (022).

Motion 17-05

That Academic Planning and Policy Committee recommends General Faculties Council approves the Approval Process for the Granting of Credentials Policy (022), effective October 21, 2014.

Fabbro

Member Fabbro requested the effective date be changed to December 10, 2014 and
considered this a friendly amendment to motion. Members agreed.

The motion (restated) now reads:

*That Academic Planning and Policy Committee recommends General Faculties Council approves the Approval Process for the Granting of Credentials Policy (022), effective December 10, 2014.*

Helen Salzl presented this item.  

Carried

**5.4 Action** Recommend approval of the changes to the Undergraduate Course Re-Registration Policy (066).

**Motion 17-06** That Academic Planning and Policy Committee recommends General Faculties Council approves the Undergraduate Course Re-Registration Policy (066), effective October 21, 2014.

Fabbro

Member Fabbro requested the effective date be changed to December 10, 2014 and considered this a friendly amendment to motion. Members agreed.

The motion (restated) now reads:

*That Academic Planning and Policy Committee recommends General Faculties Council approves the Undergraduate Course Re-Registration Policy (066), effective December 10, 2014.*

Lawris Ellefson presented this item.  

Carried

**5.5 Action** Recommend approval creation of a non-credit Hockey Management Certificate and accompanying courses.

**Motion 17-07** That Academic Planning and Policy Committee recommends General Faculties Council approves, pending approval by the Board of Governors, creation of a non-credit Hockey Management Certificate, consisting of the equivalent of eighteen credits of hockey-related graduate coursework that will consist of the following six non-credit courses with the understanding that each course shall be comparable to a three credit MBA course:

- HCKY 641 – The Business of Hockey
- HCKY 642 – Marketing Hockey Strategically
- HCKY 643 – Integrated Marketing Communications
- HCKY 644 – Game Day Management & Marketing
- HCKY 645 – Hockey Operations
- HCKY 646 – Managing Franchises Strategically

Al-Zyoud

Alain May and Michael Mauws presented this item. Alain May noted the term ‘non-credential’ will be changed to ‘non-credit’ throughout attachment 1 and that it was suggested changing, on page 6, first paragraph ‘…would be able to transfer…’ to ‘…may be able to transfer…’ The presenters expressed concern regarding the
amendment to changing the word ‘would’ to ‘may’ and it was agreed the language will be reviewed. It was also suggested if the transfer of credits is to be done through PLAR then one evaluation be done that can be applied to all students requesting the transfer of credit through PLAR.

Member Arscott commented the hockey institute was a non-profit organization that can’t award credits or certificate and AU needed to remain in control of credits awarded to avoid reputation risk. Presenter Mauws noted AU is developing and delivery the courses and the Professional Hockey Manager designation is given by the institute.

Member Arscott inquired if there will be a risk in the current student body considering this proposal diluting the quality of programming at AU and if the type of students this program attracts may be unattractive to the major of MBA students. Presenter Mauws commented this risk has not been discussed. Presenter May noted she did not see risks but opportunities and the high profile the proposal may bring could improve the stamp of quality for AU programs.

Carried

5.6 Action Approve changes to the Master of Health Studies/Master of Nursing (MHS/MN) admission requirements.

Motion 17-08 That Academic Planning and Policy Committee approves the following changes to the Master of Health Studies/Master of Nursing (MHS/MN) admission requirements, effective November 18, 2014:

Under Non Program Application Requirements remove the following:

‘a minimum of two years recent full time professional health care experience’

and

Under MHS Admission Requirements add the following:

‘Admission will be considered for applicants who possess a 4 year (or equivalent) non health-related credential, but have relevant work experience in the health care field.’

Park

Member Park presented this item.

Carried

5.7 Action Approve stale dating regulations for Centre for Nursing and Health Studies courses.

Motion 17-09 That Academic Planning and Policy Committee approves Centre for Nursing and Health Studies (CNHS) clinical courses (518, 521, 522, 523, 524, 526, 528) be stale dated five (5) years after completion of the course for students enrolled in the Master of Nursing: Nurse Practitioner (MN:MP) program, effective November 18, 2014.

Park

Member Park presented this item.

Carried
5.8 Action

Recommend approval of the Undergraduate Academic Standing Policy (151).

Motion 17-10

That Academic Planning and Policy Committee recommends General Faculties Council approves the Undergraduate Academic Standing Policy (151), effective January 1, 2015.

Fabbro

Member Fabbro presented this item.

Member Arscott commented the policy seems to be too severe for AU students and 15 credits was a long time for students to be on probation. She suggested revising the probation period to be three courses instead of 15 credits which is five courses.

The presenter noted the intention is to implement this in January and processes are in place to report on this activity and address student needs.

Carried

5.9 Action

Appoint one (1) full-time academic faculty member, by and from APPC to serve on ALEC.

The chair asked for volunteers and member Wen volunteered.

Motion 17-11

That Academic Planning and Policy Committee appoints Dunwei Wan, full-time academic faculty member serving on Academic Planning and Policy Committee, to serve a three (3) term of office, expiring on June 30, 2017 on the General Faculties Council Academic Learning Environment Committee.

Walsh

Carried

6. DISCUSSION ITEMS

6.1 Periodic Review Report for Middle States Commission on Higher Education (MSCHE)

Nancy Parker presented this item.

Member Arscott noted the purpose of this accreditation is not fully understand within AU as it was supposed to bring in USA students and now appears to be an evaluation process. She inquired how the accreditation fits in with the Strategic University Plan and the Comprehensive Institutional Plan. The presenter noted accreditation by MSCHE was for international acceptance and is linked to the university’s planning framework.

Member Walsh inquired about qualifications for members on committees and was inform the qualifications included members being able to take on an institutional view and a willingness to look at things.

6.2 National Survey of Student Engagement Results

Nancy Parker presented this item.

Member Arscott suggested a one page summary of the results be prepared and provided to staff.
7. INFORMATION ITEM

7.1 Comprehensive Institutional Plan Results 2013-2014

Nancy Parker presented this item, noting development of the Comprehensive Institutional Plan is done in conjunction with budget planning and government.

7.2 General Student and Registration Profile 2009-10 to 2013-14

Nancy Parker presented this item.

Member Walsh inquired if the profile included both visiting and program students as was informed it did. She also inquired if an analysis could be done on the types of different students and was informed some breakdown could be done but there were limitations on what can be done with the data.

7.3 Strategic Enrolment Management Plan Update

The Vice President Academic (Interim) and Nancy Parker presented this item.

Member Arscott commented staff need to be more informed to increase their awareness and understanding of the purpose for the plan.

It was noted, initially enrolment was seen to be a marketing problem but as work progressed it became obvious it affects many areas within the institution and is considered a core activity.

7.4 Student Relationship Management Summary

Dave Soulliere, Program/Project Manager presented this item.

Member Arscott inquired if consideration was given to members on advisory groups being included on the steering committee and was informed this suggestion will be discussed at the next steering committee meeting.

7.5 Canadian University Survey Consortium (CUSU) 2014 Middle-Years Student Survey of Undergraduate Students Report

Nancy Parker presented this item, noting the students surveyed are program students.

8. OTHER BUSINESS

None

9. SCHEDULE OF PENDING ITEMS

None

10. ADJOURNMENT

10.1 Motion 17-12 That the Academic Planning and Policy Committee be adjourned. Carried

The meeting adjourned at 11:58 a.m.