Minutes for Meeting 21 of the Academic Planning and Policy Committee held on May 26, 2015, in Governing Council Chambers, AU-Athabasca accepted by General Faculties Council Executive Committee on October 14, 2015.

In Attendance: Peter MacKinnon, Cindy Ives (Chair), Pamela Walsh, Estelle Lo, Richard MacLeod, Kinshuk, Jane Arscott, Nancy Parker and via teleconference; Mike Battistel, Jolene Armstrong, Hussien Al-Zyoud, Dunwei Wen, Caroline Park, Deborah Hurst, Terry Beckman, Alain May

Governance Staff: Carol Lund (University Secretary), Eileen Hendy (Recording Secretary)

Others present: Lawris Ellefson, Margaret Kierylo, Helen Mayes, Helen Salzi via teleconference: Lisa Carter, Archie Zariski, Bob Barnetson, Debbie Fraser, Laura Barakeris, Wendy Hutchison

Regrets: Terra Murray

Call to Order

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

1. APPROVAL OF AGENDA

1.1 Motion 21-01 That Academic Planning and Policy Committee approves the agenda as presented.

Kinshuk 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 21-02 That Academic Planning and Policy Committee approves the minutes of Meeting 19, held March 31, 2015 and Meeting 20, held April 13, 2015 as presented.

Al-Zyoud Carried

4. BUSINESS ARISING FROM THE MINUTES

4.1 Information Submission to Sustainability Task Force.

This item was received for information.

5. ACTION ITEMS

5.1 Motion 21-03 That Academic Planning and Policy Committee approves the following change to the Bachelor of Management 3 year and 4 year Program Regulations, effective May 26, 2015 and allowed to apply retroactively as follows:

• Add PHIL 337 Business Ethics as a required course and alternate selection to PHIL 333 Professional Ethics
Hurst

Member Al-Zyoud presented this item.

Member Park inquired if adding PHIL 337 will affect enrolment for PHIL 333. She was informed this may but it gives students another option. **Carried**

5.2 Action

Approve changes to the Bachelor of Commerce 4 year (120 credit) Program Regulations.

**Motion 21-04**

That Academic Planning and Policy Committee approves the following changes to the Bachelor of Commerce 4 year program regulations, effective September 1, 2015 as follows:

- Add choice of PHIL 333 *Professional Ethics* or PHIL 337 *Business Ethics* as a required course in Years 1 and 2 of the regular routes of the program, increasing the credits for required courses from 36 to 39 and delete the recommendation under options
- Reduce the Humanities, Science or Social Science options at the senior (300/400) level in Years 1 and 2 of the program from 12 credits to 9 credits in regular routes of program, reducing the credits for options from 24 to 21
- Revise recommendation wording in options area of post-diploma routes of the program to state that PHIL 333 or PHIL 337 is strongly recommended if not already taken within the diploma

**Hurst**

**Carried**

5.3 Action

Recommend approval of creation of a non-credit Certificate in Adult Education and Training (CAET).

**Motion 21-05**

That Academic Planning and Policy Committee recommends General Faculties Council, pending approval by the Board of Governors, approves the creation of a non-credit Certificate in Adult Education and Training, consisting of five undergraduate courses.

**Arscott**

Bob Barnetson, Program Director, BHRLR presented this item.

Member Hurst inquired if the costs will be tracked. The presenter noted the costs to produce a course are unknown.

Member Kinshuk inquiry why this was being created as a non-credit certificate and was informed it was because AU has been requested not to submit any proposals for new credit programs at this time. The presenter noted consideration will be given to moving to a credit program later.

Member MacLeod noted the proposed program regulations did not include the options. The presenter noted the wrong version was sent, however the correct version was presented at the GFC Academic Standards Committee meeting.

Member Wen asked when consideration will be given to moving the program from non-credit to credit and was informed one factor will be if the program is successful.
Member Arscott inquired if students will be grandfathered if it becomes a credit program and was informed this would be considered. She also inquired if consideration has been given to offering classes across Canada and was informed plans currently are to only have paced offerings in Edmonton.

Member Kinshuk suggested aligning the non-credit program with credit program requirements if considering is being given to move this to a credit program later.

Carried

5.4 Action
Recommend approval of the Undergraduate Examination Request and Completion Policy – Grouped Study (112) and rescinding the Examination Procedures for Paced Courses Examinations.

Motion 21-06
That Academic Planning and Policy Committee recommends General Faculties Council approves the Undergraduate Examination Request and Completion Policy – Grouped Study (112), effective June 17, 2015;

And further, that Academic Planning and Policy Committee recommends General Faculties Council approves the Examination Procedures for Paced Courses Examinations be rescinded, effective June 17, 2015.

Walsh

Lawris Ellefson, Coordinator, Enrolment, Records and Examination Services presented this item.

Member Wen inquired about the definition ‘Grouped Study Tutor’ and was informed the inclusion of this definition was requested by Learning Services.

Carried

5.5 Action
Recommend approval of changes to the Undergraduate Course Withdrawal and Refund Policy – Individualized Study (148).

Motion 21-07
That Academic Planning and Policy Committee recommends General Faculties Council approves the changes to Undergraduate Course Withdrawal and Refund Policy – Individualized Study (148), effective June 17, 2015.

MacLeod

Lawris Ellefson, Coordinator, Enrolment, Records and Examination Services presented this item.

Carried

5.6 Action
Recommend approval of changes to the Undergraduate Course Withdrawal and Refund Policy – Grouped Study (149).

Motion 21-08
That Academic Planning and Policy Committee recommends General Faculties Council approves changes to the Undergraduate Course Withdrawal and Refund Policy – Grouped Study (149), effective June 17, 2015.
5.7 Action

Approve changes to the Masters of Nursing Nurse Practitioner (MN:NP) Program Regulations.

Motion 21-09

That Academic Policy and Planning Committee approves the following changes to the Masters of Nursing Nurse Practitioner (MN:NP) Program Regulations, effective January 1, 2016:

1. Increase the minimum GPA for admission into the degree from 3.0 to 3.2
2. Add a requirement that students admitted to the MN: NP program complete a mandatory, non-credit Orientation and Introduction to Scholarly Writing Module prior to the completion of NURS614
3. Remove NURS 608 Philosophical Foundations of Nursing from the core courses (3)
4. Replace MHST/NURS 603 Facilitating Inquiry (3) in the core courses and replace with MHST/NURS 610 Evidence-Based Practice in Health (3)
5. Change the number of curriculum courses required from nine to eleven
6. Remove courses NURS 519 Pathophysiology and NURS 521 Pharmacology from the list of curriculum courses
7. Add the following courses to the list of required courses:
   - NURS 516 Pharmacotherapeutics and Pathophysiology for Nurse Practitioners I (3)
   - NURS 517 Pharmacotherapeutics and Pathophysiology for Nurse Practitioners II (3)
   - NURS 527 NP: Mental Health (2)
   - NURS 531 Controlled Drugs and Substances (1)
8. Add NURS 527 and NURS 531 to the list of courses that will be stale dated

5.8 Action

Approve changes to the Post-Masters Diploma: Nurse Practitioner (PMD:NP) Program Regulations.

Motion 21-10

That Academic Policy and Planning Committee approves the following changes to the Post-Masters Diploma: Nurse Practitioner (PMD:NP) Program Regulations, effective January 1, 2016, pending approval by Alberta Innovation and Advanced Education to increase the total number of required credits from 27 to 30:
1. Increase the minimum GPA for admission into the degree from 3.0 to 3.2

2. Add a requirement that students admitted to the PMD: NP program complete a mandatory, non-credit Orientation and Introduction to Scholarly Writing Module prior to the completion of NURS614

3. Increase the total number of required credits from 27 to 30 by adding the following courses to the list of required courses:
   - NURS 516 Pharmacotherapeutics and Pathophysiology for Nurse Practitioners I (3)
   - NURS 517 Pharmacotherapeutics and Pathophysiology for Nurse Practitioners II (3)
   - NURS 527 NP: Mental Health (2)
   - NURS 531 Controlled Drugs and Substances (1)

4. Remove courses NURS519 Pathophysiology and NURS521 Pharmacology from the list of required courses

Kinshuk

Debbie Fraser Program Director, Nurse Practitioner Program, Faculty of Health Disciplines presented this item.

Carried

6. DISCUSSION ITEMS

6.1 Discussion
Discuss proposed amendments to the GFC General By-Laws and terms of reference, Academic Planning and Policy Committee

Carol Lund, University Secretary and Archie Zariski, member GFC Governance Review Working Group (GRWG) presented this item.

During the ensuing discussion of the proposed revisions, it was suggested the APPSC membership composition be seven full-time academic faculty members instead of six.

7. INFORMATION ITEM

7.1 Information
NSSE 2014 Survey Analysis of AU Survey Results with Student Comments

Nancy Parker, Director, Institutional Studies presented this item.

Member Arscott inquired if the costs of conducting the survey were worth it and was informed the costs were less than $5000. It was noted the costs to conduct an internal survey would be greater.

Member Al-Zyoud inquired about the institutions AU compared itself to and was informed the institutions were traditional universities but AU selects the universities it compares itself to.

8. OTHER BUSINESS
None

9. SCHEDULE OF PENDING ITEMS
9.1 Schedule of pending items presented for information.

10. ADJOURNMENT

10.1 Motion 21-11 That the Academic Planning and Policy Committee be adjourned.

Kinshuk Carried

The meeting adjourned at 10:47 a.m.