



# Athabasca University General Faculties Council

Approved minutes for Meeting 38 of the Athabasca University General Faculties Council held on June 14, 2017, Room 1222, AU-Edmonton (Peace Hills Trust Tower)

**Present:** Neil Fassina (Chair), Mohamed Ally, Priscilla Campeau, Oksana Delgado, Elaine Fabbro, Merlyn Foo, Pamela Hawranik, Bob Heller, Deborah Hurst, Cindy Ives, John Latremouille, Ronnie Leah, Ann Reynolds, Donna Romy, Saktinil Roy, Vlad Voytenko, Dunwei Wen and via teleconference: Terry Beckman, Rhiannon Bury, Lisa Carter, Marc Cels, Mark Crawford, Margaret Edwards, Rick Harland, Steve Johnson, Dietmar Kennepohl, Anshuman Khare, Peggy Lynn MacIsaac, Douglas MacLeod, , Michael Mauws, Dawn Mercer-Riselli, Susan Moisey, Terra Murray, Julie Peschke, Meaghan Peuramaki-Brown, Shauna Reckseidler-Zenteno, Shandip Saha, Eric Strikwerda, Marlyss Valiant, Harris Wang

**Regrets:** Scott Jacobsen, Jennifer Knopp-Sihota, Suzanne Kyle, Michael Lithgow, Estelle Lo, Richard MacLeod, Meenal Shrivastava, Mira Singh, Angela, Specht, Veronica Thompson, Shawna Wasylyshyn

**Presenters:** David Head, Alain May

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

## Call to Order

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

### 1. APPROVAL OF AGENDA

- 1.1 **Motion 38-01** That the General Faculties Council approves the agenda and thereby approves the consent agenda as presented.

Romy/Fabbro

Carried

### 2. CONFLICT OF INTEREST

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

No conflicts declared.

### 3. BUSINESS ARISING FROM THE CONSENT AGENDA

None

### 4. APPROVAL OF MINUTES

- 4.1 **Motion 38-02** That the General Faculties Council approves the minutes of Meeting 37, held March 22, 2017, as amended.

Heller/Foo

Amendments:

Attendance: Dunwei Wen attended March 22, 2017 via teleconference

Page 3: 1<sup>st</sup> paragraph, revise to read:

Member Heller noted the implementation plan for the Gradebook project and suggested consideration be given to implementing other Moodle Modules (e.g., Moodle quiz and the analytics modules) to eliminate the use of duplicating products (MuchLearning). He inquired about the projected 2.021 million investment for infrastructure operations support program noted in table



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3, page 9 of the plan and was informed this projection was to ensure funding would be available if an update to the platform is required.

Page 3: 5<sup>th</sup> paragraph, revise to read:

Member Heller inquired if there will be increased cost with the increased traffic in the campus area due to opening of the new school being constructed and was informed discussions are underway regarding the sharing of some of costs.

**Carried**

## **5. BUSINESS ARISING FROM THE MINUTES**

### **5.1 Faculty of Science and Technology Student Success Centre Final Report**

The Dean, Faculty of Science and Technology presented this item.

During the ensuing discussion, the following was discussed:

- Page 1, bullet 3 – '... to confound the pre- and post-conversion comparisons' – it was noted this information was included to provide all the information available on the impact of changes to course materials and learner support systems as there are still courses to be converted
- Inclusion of individual student comments in final report – it was noted individual student comments can be provided
- Meeting benchmarks for student satisfaction
- Inclusion of comparisons for course registrations before and after conversion
- Increasing student responses on satisfaction – one suggestion was to conduct online student focus groups
- Surveying employee's satisfaction on working in the student success centre environment – it was noted some employees are working outside the platform – it was further noted individuals working outside the platform may be causing student satisfaction data to be skewed
- Inclusion of tutors/academic experts comments on employee/student satisfaction in final report
- Development of university wide benchmarks for student satisfaction
- Quality of teaching should not be impacted by platform used
- Importance of timely responses to students

## **6. REPORTS**

### **6.1 Report of the President**

The President presented this item for information.

Members inquired a discussion on the Independent Third-Party Review of Athabasca University Final Report will be held by GFC. It was agreed a discussion will be held at the July 18, 2017 GFC special meeting.

### **6.2 Report of the Interim Vice President, Academic**

The Interim Vice President, Academic presenting this item for information.

Members discussed AU's involvement with Massive Open Online Courses (MOOCs) and the benefits to AU. It was suggested a MOOC strategy be included in the AU Master Plan.

### **6.3 Report of the Vice President, Finance and Administration**

This item was presented for information.

### **6.4 Report of the Interim Vice President, Information Technology & Chief Information Officer**

The Interim Vice President, Information Technology & Chief Information Officer presented this item for information.



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During the ensuing discussion the following was discussed:

- upgrades to Moodle
- effects of network issues when using Citrix
- grade integration project status
- extending helpdesk services to evenings and weekends

## **6.5 Report of the Interim Vice President, Advancement**

The Interim Vice President, Advancement presented this item for information.

During the ensuing discussion the following was discuss:

- search advertising campaign for the course INST 511 pilot
- AU presence at Congress
- revitalizing the postcard campaign
- undertaking of specific program marketing

## **6.6 Quarterly Enterprise Risk Management Summary Report**

The Director, Strategic Initiatives and Services presented this item for information.

## **6.7 2016 Ombuds Office Annual Report**

The University Secretary presented this item for information.

## **6.8 Office of the University Secretariat Policy Report 2017**

The University Secretary presented this item for information.

## **6.9 Legislative Compliance Reporting for Period April 1, 2016 to March 31, 2017**

The University Secretary and Director, Initiatives and Services presented this item for information.

## **6.10 Educational Review Progress Report**

The Interim Vice President Academic presented this item for information.

During the ensuing discussion the following was discussed:

- Aligning this plan with other plans being developed
- Relationship between IT and academy
- Renaming centres to departments
- Reducing learning resource fees
- Consultations on roles descriptions (#23)

## **6.11 Athabasca River Basin Research Institute (ARBRI) 2017 Annual Report**

The Dean, Faculty of Science and Technology presented this item for information.

## **7. Executive Committee**

### **7.1 Report of the Chair**

The report was received as information.

Member Heller noted the last scheduled meeting was cancelled and requested consideration be given to not cancelling meetings.

## **8. Academic Planning, Policy, and Standards Committee**

### **8.1 Report of the Chair**

The report was received as information.



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- 8.2 Motion 38-03** That the General Faculties Council approves the changes to the Deceased Student Policy (115), effective June 14, 2017.

**Fabbro/Hawranik**

**Carried**

- 8.3 Motion 38-04** That the General Faculties Council approves the changes to the Application for Graduation Policy (041), effective June 14, 2017.

**Romyn/Fabbro**

**Carried**

- 8.4 Motion 38-05** That the General Faculties Council approves the changes to the Undergraduate Course Extension Policy (096), effective June 14, 2017.

**Fabbro/Heller**

**Carried**

- 8.5 Motion 38-06** That the General Faculties Council approves the following changes to the transfer credit time limit statement in all Faculty of Business Undergraduate Program Regulations (Bachelor of Commerce (all routes), Bachelor of Management (all routes), Bachelor of Administration (all routes), University Certificate in Accounting, University Certificate in Advanced Accounting, University Certificate in Computers and Management Information Systems, University Certificate in e-Commerce, University Certificate in Finance, University Certificate in Management Applications, University Certificate in Management Foundations, and University Certificate in Marketing), effective September 1, 2017, as recommended by the Faculty Council of Business and the Faculty of Business Undergraduate Program Council:

**From:**

Transfer Credit completed more than 10 years ago in the following disciplines at the senior (300/400) level will not receive credit: ACCT, MGSC, LGST, MKTG, FNCE and TAXX. If you are currently working in the field and provide evidence of work being completed, this restriction will be waived.

**To:**

Transfer Credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

Transfer credit being used to satisfy options other than those in the Business and Administrative Studies area will **not** be restricted. If you are currently working in the field and provide evidence of work being completed, this restriction may be waived.

**Hurst/Romyn**

**Carried**

## **9. Academic Learning Environment Committee**

### **9.1 Report of the Chair**

The report was received as information.

### **9.2 Draft Student Services Plan**

The Associate Vice President, Student and Academic Services presented this item.

During the ensuing discussion the following was discussed:

- improving student service navigation - more consistency for students
- strengthening orientation for employees to enhance service and support to students



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- reviewing learning resource fees when OERs are being used, separating material costs from service costs, considering partnerships with businesses such as Amazon
- consultation with tutors/academic experts on student service standards

Members were encouraged to contact the Associate Vice President, Student and Academic Services directly with further comments.

**10. Student Awards Committee**

**10.1 Report of the Chair**

The report was received as information.

**11. Academic Excellence Awards Committee**

**11.1 Report of the Chair**

The report was received as information.

**12. Student Academic Appeals Committee**

**12.1 Report of the Chair**

The report was received as information.

**13. Academic Research Committee**

**13.1 Report of the Chair**

The report was received as information.

**14. Schedule of Pending Items**

**14.1** Schedule of pending items received as information.

**15. ADJOURNMENT**

**15.1 Motion 38-07 That the meeting be adjourned.**

**Ives**

**Carried**

The meeting was adjourned at 12:05 p.m.