



Athabasca University General Faculties Council

Approved minutes for Meeting 40 of the Athabasca University General Faculties Council held on August 30, 2017, Room 1222, AU-Edmonton (Peace Hills Trust Tower)

Present: Neil Fassina (Chair), Mohamed Ally, Terry Beckman, Walid Belassi, Rhiannon Bury, Lisa Carter, Martin Connors, Michael Dabrowski, Margaret Edwards, Elaine Fabbro, Mark Fabbro, Merlyn Foo, Shawn Fraser, Rick Harland, Pamela Hawranik, Bob Heller, Paul Huebener, Jill Hunter, Deborah Hurst, Steve Johnson, Dietmar Kennepohl, Anshuman Khare, Jennifer Knopp-Sihota, Suzanne Kyle, John Latremouille, Ronnie Leah, Michael Lithgow, Weiming Liu, Estelle Lo, Peggy Lynn MacIsaac, Douglas MacLeod, Richard MacLeod, Susan Moisey, Julie Peschke, Meaghan Peuramaki-Brown, Ann Reynolds, Donna Romyn, Meenal Shrivastava, Mira Singh, Eric Strikwerda, Veronica Thompson, Shawna Wasylyshyn

Regrets: Priscilla Campeau, Marc Cels, Scott Jacobsen, Dawn Mercer-Riselli, Nathaniel Ostashewski, Saktinil Roy, Angela Specht, Marlyss Valiant, Vlad Voytenko, Harris Wang, Gina Wong

Presenters: Nancy Parker, Sheldon Krasowski

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

Call to Order

The Chair welcomed new members and called the meeting to order at 1:00 PM

1. APPROVAL OF AGENDA

- 1.1 **Motion 40-01** That the General Faculties Council approves the agenda and thereby approves the consent agenda, as presented.

Carter/Belassi

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 40-02** That the General Faculties Council approves the minutes of Meeting 38, held June 14, 2017 and Meeting 39, held July 18, 2017, as amended.

Elaine Fabbro/Hawranik

Amendments

- Meeting 38, held June 14, 2017: Page 2, 5.1, 6th bullet – change 'strewed' to 'skewed'
- Meeting 39, held July 18, 2017: Page 4, 2nd paragraph – change 'qualitative' to 'quantitative', and delete 2nd sentence.

Member Heller noted he would like the minutes to identify the member who spoke. It was noted minutes are a public record and should mainly contain a record of what was done at a meeting, not what was said by members. It was further noted, a member may request their name and comments be recorded.

Carried



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5. BUSINESS ARISING FROM THE MINUTES

5.1 GFC Ad Hoc Course and Program Review Committee Update

The Chair provided an update, noting the GFC Ad Hoc Course and Program Review Committee held its first meeting on August 18, 2017. He also noted two special meetings of GFC will be scheduled:

- September 18, 2017 to discuss the draft course and program review criteria proposed by the GFC Ad Hoc Course and Program Review Committee
- December 18, 2017 to discuss and review recommendations from the Ad Hoc Course and Program Review Committee

6. REPORTS

6.1 Report of the President

The President presented this item for information.

The following was discussed:

- Upcoming Middle States Commission on Higher Education (MSCHE) visit. Member Connors expressed concern regarding the MSCHE institutional assessment, noting AU was not good at completing full circle and inquired how will AU do a better assessment. The Chair noted an integrated cycle is needed.

6.2 Athabasca University Annual Report 2016-2017

The President presented this item.

The following was discussed:

Mandate Statement

It was noted the mandate statement includes strong language for AU's purpose. The Chair noted the mandate is approved by the government.

Member Connors noted the term 'tutorial' is used in the mandate statement and that he understood there are changes underway regarding tutorial services. He inquired if the government was aware of the changes being made to tutorial services, and if degree documents going to government reflected the changes being made. The Chair noted the government is aware of the implementation of the student success model.

Member Connors also noted the sentence in paragraph four on page 5 does not reflect what is going on within the university. The Chair noted the mandate statement cannot be changed. It was noted the university needed to uphold the mandate and not be shifting to a different tutor model. The Chair noted the term tutorial services does not speak to a particular tutor model.

Member Heller commented it may/could be misleading to use the virtual (page 14) as North American usage usually means a computer generated 3 dimensional representation. He also inquired about what the acronyms GOS, NSE and GCPSS stood for. It was noted GOS is the acronym for the Graduate Outcome Survey, NSE is the acronym for the National Survey of Student Engagement, and GCPSS is the acronym for the Canadian Graduate and Professional Student Survey.

Member Heller inquired about the NSERC application for research position involving anthropomorphic agents and was told the aspects of the application are confidential at this point.

Member Heller commented caution was required when entering into college partnerships as they may be difficult to deliver. He inquired about how collaborations are developed and if faculties could be involved at the beginning. The Chair outlined the process, noting discussions happen at different stages and include faculties.



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Member Heller noted dual designated courses were problematic due to not having control who was hired to teach the courses and inquired if these courses were making their way back. The Dean, Faculty of Humanities and Social Sciences noted discussions have been held regarding dual designated courses and will place this on the next faculty council meeting agenda for discussion with faculty members.

Member Wasylyshyn inquired about the data used for student satisfaction. The Chair noted the Comprehensive Institutional Plan set out the data to be used for the report.

A member inquired if AU was still selling its course packages to other institutions and was informed AU was not selling its course packages. It was noted there was no merit in selling course packages to other institutions as the courses are developed for individual study not classroom study.

It was noted collaboration partnerships impact other services at the university, such as Library Services.

An inquiry was made regarding the upgrade to Moodle and it was noted plans are to embark on an upgrade this fall.

6.3 Report of the Vice President, Finance and Administration

The Vice President, Finance and Administration presented this item for information.

Member Connors inquired about the amount of investment returns and was informed the investment of returns were over 1 million dollars.

Member Foo inquired about the revenue and budget figures noted in the 3rd paragraph on page 1. It was noted the decimal was in the wrong place (e.g., 1.39 million should be 139. Million).

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.

The following was discussed:

- Gradebook project replaced by the Grade Integration project
- Grade Integration and Tutor Pay project – replacement for Newton
- Middle States Commission on Higher Education accreditation plans for learning outcomes assessment impact on IT – discussion required to be held with Provost and Vice President, Academic

Member Connors inquired if end users were consulted about systems and if end users' feelings and happiness impacted products used/discarded/etc. The Interim Vice President, Information Technology & Chief Information Officer outlined the approval process for such decisions, including the role of executive officers for proposals.

Member Mark Fabbro inquired about the timeline to complete the comprehensive Banner reviews/lessons learnt. It was noted this occurs after the warranty period, feedback is documented and formal lessons learnt documents are prepared. He also inquired about accessing these documents and was informed access can be provided.

Member Heller suggested the ICT Governance Framework survey be sent to others, such as GFC. He was informed members on the ICT Investment Governance Committee are encouraged to go back to their constituents for feedback. It was noted the ICT Investment Governance Framework is presented at GFC and members are encouraged to provide feedback to representatives on the committee.

6.5 Report of the Interim Vice President, University Relations



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The Interim Vice President, University Relations presented this item for information.

6.6 Technology Enhanced Knowledge Research Institute (TEKRI) 2017 Annual Report

The President presented this item for information.

The following was discussed:

- Membership of TEKRI
- Funding for TEKRI
- Future of TEKRI

The President noted an update on TEKRI will be provided to GFC after the Provost and Vice President, Academic and TEKRI hold discussions.

6.7 Quarterly Enterprise Risk Management Summary Report

The Vice President, Finance and Administration presented this item for information.

The following was discussed:

- Seven positions being recruited to were include in the budget
- 3.1 and 3.2 – adding commentary to explain the risk indicator change status
- 8.1 – includes policies approved by not operationalized

7. Executive Committee

7.1 Report of the Chair

The report was received as information.

8. Academic Planning, Policy, and Standards Committee

8.1 Report of the Chair

The report was received as information.

8.2 Graduate Outcomes Survey – Class of 2013-2014

The Director, Institutional Studies and the Institutional Analyst, Institutional Studies presented this item for information.

The following was discussed:

- Willingness of students outside of the province to pay higher tuition fees

8.3 Student and Enrolment Profile 2016-17

The Director, Institutional Studies presented this item for information.

The following was discussed:

- High enrolment courses consisted of 3 credit courses and one 6 credit course
- Top sending institutions outside the province included institutions AU has a relationship with
- Need to work on retention of students
- Reasons for increases in visiting students from a particular institution - unknown

8.4 Strategic Enrolment Management Indicators 2017/18 Q1

The report was received as information.

The following was discussed:

- Indicators for new applications from Indigenous students is dependent on student self-declaration



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- Difference in numbers between E.1 and R.1
- R.3 student withdrawing from courses
- Showing the number of students who do not submit their first assignment
- Showing the number of students who fail a course
- Increase in visits to main AU website

9. Academic Learning Environment Committee

9.1 Report of the Chair

The report was received as information.

10. Student Awards Committee

10.1 Report of the Chair

The report was received as information. The Chair noted students in British Columbia, Canada and Texas, U.S.A. have been awarded bursaries under the AU Natural Disaster Emergency Bursary.

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.

The following was discussed:

- Status of Turnitin, plagiarism detection software. It was noted the implementation of the Plagiarism Detection Technology Policy was still underway

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.

It was agreed the July 2017-June 2018 GFC meeting schedule would be updated to include the special GFC meetings being scheduled for the GFC Ad Hoc Course and Program.

15. ADJOURNMENT

15.1 Motion 40-03 That the meeting be adjourned.

Hurst

Carried

The meeting was adjourned at 3:04 PM