



**SENATE STANDING COMMITTEE ON ACADEMIC PLANNING AND PRIORITIES
MINUTES**

Friday, January 13, 2017

9:00 AM – 12:00 AM

Surrey Campus Boardroom, Cedar 2110

Present:			Ex-Officio / Non-voting
Jennifer Au Chamkaur Cheema Jane Fee (Chair) Andhra Goundrey Sharon Leitch Caitlin McCutcheon Denise Nielson	Angela Ryan Tanvir Singh Gillian Welton Tom Westgate	Stephanie Chu Sal Ferreras Nadia Henwood Lori McElroy	
Regrets:	University Secretariat	Guests:	
Carolyn Robertson	Rita Zamluk, Administrative Assistant	Fiona Czeschel Josephine Chan	

1. Call to Order

The Chair called the meeting to order at 9:00 am.

2. Approval of Agenda

Sharon Leitch moved the agenda be confirmed.

Item 7 presenter name be changed to Josephine Chan

Item 9: will be moved forward to the next SSCAPP / SCCUB meeting.

The motion carried as amended.

3. Approval of December 2, 2016

Jennifer Au, moved the minutes of the December 2, 2016 meeting be accepted.

Add a space between “that” and “KPU Day”

The motion carried with amendments.

4. Chair's Report

Jane Fee, the Chair, provided a verbal report. The next 3 Fridays will be joint meetings with SSCUB. These meetings are important to attend to reach quorum and to meet the committee mandate. Four Fridays from now will be a regular SCCAPP meeting.

Action: The Provost asked for members to use the joint meetings to express any concerns they have with alignments between the budget recommendations and academic planning and priorities. Circulate the memo from the Provost on the administration's priorities to the committee.

5. Pending Business

There was no pending business

6. Provost's Report

The Provost, Sal Ferraras, presented a verbal report that included four topics: ongoing discussions about the K-12 curriculum, cross collaboration with Faculties to innovate and develop students technological skills, the research agenda at KPU, and dual credit arrangements

7. Amendments to Policy AC10's Appendix A: Recent changes to AVED's Degree Program Review process on minor degree program proposals

The Special Assistant to the Provost, Josephine Chan, informed the committee about recent changes to Appendix A of Policy AC10.

8. Document Revision: Guide for Program Development and Program Change and all associated forms

Chair of the Senate Standing Committee on Curriculum, Jennifer Au, informed the committee about the changes in the guide.

9. Standing Items

The Vice Provost, Teaching and Learning, Stephanie Chu, gave a verbal report on the teaching and learning, and research activities in her portfolio.

10. Items for Discussion

10.1. What Should SSCAPP Be Talking About?

Jane Fee, Chair, led a discussion about the topics covered by SSCAPP. Items considered included the upcoming academic planning process, graduate programming, and strategic enrollment management

Action: Having a conversation in a future meeting with Provost to discuss ways in which the committee can help.

Action: Lori McElroy will provide a training session for the committee about SEM for a meeting a month from now.

11. Adjournment

The meeting adjourned at 10:00