



**Senate Standing Committee on
Academic Planning And Priorities**

**Friday, December 02, 2016,
9am - 12pm
Surrey Campus, Cedar 2110**

AGENDA

	Start Time
1. Call to OrderJennifer Au	9:00
2. Confirmation of Agenda	9:01
3. Approval of Minutes (November 4, 2016)	9:03
4. Chair's ReportJennifer Au	9:05
5. Pending Business	9:08
6. Encouraging Faculty to Deposit Their Publications in KORATodd Mundle	9:10
7. Rescheduling of SSCAPP meeting (Friday, March 3, 2017)Jennifer Au	9:20
8. Standing Items	
8.1 Research and Scholarship Stephanie Chu	
8.2 Teaching and Learning Stephanie Chu	
9. Election of Committee ChairJennifer Au	9:30
10. Items for Discussion	9:40
11. Adjournment	9:45

Next Meeting

**Friday, January 13, 2017,
9am - 12pm
Surrey Campus, Cedar 2110**



MINUTES

Senate Standing Committee on Academic Planning and Priorities (SSCAPP)

Friday, November 4, 2016, 9am

Surrey Campus, Cedar Building, Room 2110

Present:

Jennifer Au, Chair
Andhra Goundrey
Sharon Leitch
Caitlin McCutcheon
Denise Nielson
Carolyn Robertson
Angela Ryan
Tanvir Singh
Gillian Welton
Thomas Westgate

Ex-Officio / Non-voting

Salvador Ferreras
Nadia Henwood
Lori McElroy

Regrets:

Chamkaur Cheema
Stephanie Chu
Arthur Fallick
Jane Fee

Recorder

Lori Scanlan, Senate Office

1. Call to Order

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

2. Confirmation of Agenda

Moved by Thomas Westgate; seconded by Caitlin McCutcheon:

THAT the agenda be confirmed.

Motion Carried

3. Approval of Minutes of October 14, 2016

Moved by Gillian Welton; seconded by Angela Ryan:

THAT the minutes of October 14, 2016 be approved.

Motion Carried

4. Chair's Report

The committee was informed that Senate approved the proposed criteria for recognition of post-secondary institutions or organizations. Senate noted that a process does not exist for the withdrawal of recognition, and it tasked the Office of the Registrar to develop a process in conjunction with IAP. This would be added to the procedures in Policy AR12.

The Chair explained that Senate requested that subsequent revisions to the Field School Guidelines be forwarded periodically to SSCAPP for review and determination if the revisions are substantive enough to require presentation to Senate.

SSCAPP was updated on its request for changes to its agenda submission and distribution deadlines. The Senate Office confirmed that as of January, 2017, the submission deadline will change to two weeks prior to the meeting date, with distribution one week prior. This new schedule may require some flexibility when the committee holds joint meetings with the Senate Standing Committee on University Budget.

The Chair announced that she will be resigning as Chair of SSCAPP in order to focus on her work as Vice Chair of Senate and as Chair of the Senate Standing Committee on Curriculum

(SSCC) and its Subcommittee on Course Curriculum (SCC). SSCAPP will be electing a new committee Chair at its next meeting on December 2, 2016.

5. Pending Business

No business was pending.

6. Program Relocation: Computer Aided Design & Drafting (CADD)

A memo from the Provost's office regarding the relocation of the CADD program from the Faculty of Trades and Technology to the Faculty of Science and Horticulture was received. The Provost, Salvador Ferreras, explained that the CADD programming more closely aligns with that of the Faculty of Science and Horticulture. The budget for the program will remain intact and will transfer to the Faculty of Science & Horticulture. The relationship between the training provided by CADD and its fit with programs within the Chip and Shannon Wilson School of Design was discussed. A curricular partnership between CADD and the Chip and Shannon Wilson School of Design was encouraged.

Unrelated to the agenda item, the Chair asked if the Provost might articulate his vision of how SSCAPP could support academic priorities and plans of KPU. The Provost shared how SSCAPP could be a vehicle to bring important education-focused discussions, trends and goals such as competency based learning and the Truth and Reconciliation Calls for Action to Senate.

7. Appointment of a SSCAPP member to the Creative Capital Fund Selection Committee

The Chair informed SSCAPP that a new member will need to be appointed to the Creative Capital Fund Selection Committee because the previous appointee's position on SSCAPP was declared vacant as a result of the recent Senate By-election.

Thomas Westgate agreed to be nominated.

Moved by Angela Ryan; seconded by Carolyn Robertson:

THAT the Senate Standing Committee on Academic Planning and Priorities appoints Thomas Westgate from its committee membership to the Creative Capital Fund Selection Committee.

Motion Carried

8. Notice of Election of Committee Chair

The committee was informed that the current Chair would be stepping down and that an election for the position of Chair would occur at the December 2, 2016 meeting of SSCAPP. This will be a by-election for the remainder of a two-year term. The term of office will be from December 2, 2016 to August 31, 2018.

9. Standing Items:

9.1. Research and Scholarship (no report)

9.2. Teaching and Learning (no report)

10. Items for Discussion

No items were brought forward.

11. Adjournment

The meeting adjourned at 9:27am.



**Senate Standing Committee on Academic
Planning and Priorities**

Agenda Item: 6

Meeting Date: December 2, 2016

Presenter(s): Todd Mundle

Agenda Item: Encouraging Faculty to Deposit Their Publications in KORA

Action Requested:	<input type="checkbox"/> Motion to Approve <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Information <input type="checkbox"/> Education
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Recommended Resolution:	
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Senate Standing Committee Report: *For Senate Office Use Only*

Context & Background: Since it's not a straightforward process many institutional repositories including KORA struggle with success of getting faculty to submit their works. The Library has devoted some staff time toward this but it's been in addition to other work. We now have a devoted librarian in place along with a staff member who has been trained to process content. An outreach plan is being enhanced.

Key Messages: *[maximum of 3, preferably no more than 100 words]*

- 1. Increased visibility and greater impact**
- 2. Authors retain their copyright as society as a whole benefits**
- 3. The Library is poised to assist**

Resource Requirements: None

Implications / Risks: Less exposure/impact for scholarly and research based KPU community produced resources; failure to meet grant Open Access requirements; loss of content as it sits on an isolated non-backed up computer

Consultations: [What other bodies or officers have reviewed this proposal? Has there been adequate consultation with those who might be affected by this proposal?] [Click here to enter text.](#)

Attachments: List attachments [Click here to enter text.](#)

Submitted by: Todd M. Mundle, University Librarian

Date submitted: November 25, 2016

Note: Submit to Senate@kpu.ca as a MS Word document



**Senate Standing Committee on Academic
Planning and Priorities**

Agenda Item: 7

Meeting Date: December 2, 2016

Presenter(s): Jennifer Au

Agenda Item: Rescheduling of SSCAPP meeting (Friday, March 3, 2017)

Action Requested:	<input checked="" type="checkbox"/> Motion to Approve <input type="checkbox"/> Discussion <input type="checkbox"/> Information <input type="checkbox"/> Education
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Recommended Resolution:	THAT the SSCAPP meeting scheduled for Friday, March 3, 2017 be rescheduled to convene on Friday, March 17, 2017 at 9 a.m.
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Senate Standing Committee Report: *For Senate Office Use Only*

Context & Background: KPU Day has been scheduled for Friday, March 3, 2017. Given the University-wide mandate of KPU Day, the SSCAPP meeting of March 3, 2017 needs to be either rescheduled or cancelled.

Key Messages: *[maximum of 3, preferably no more than 100 words]*

- 1. The SSCAPP meeting of March 3, 2017 is in conflict with KPU Day.**
- 2.**
- 3.**

Resource Requirements: Minor adjustments in scheduling.

Implications / Risks: NA

Consultations: NA

Attachments: NA

Submitted by: Jennifer Au

Date submitted: November 25, 2016.

ORS – SCAPP Report

September 7-18 – 2 Design Students Showcased their Research Project

Two design students created a cooling vest for athletes with spinal cord injuries who cannot control their body temperature. 8 vests were created and worn by Canada's elite wheelchair rugby players competing in the Paralympic Games in Rio de Janeiro.

The project was funded by the WSoD and Student-LED Research grants.

September 23 – NSERC and KPU Roundtable Discussion

Rick Warner, NSERC Pacific Region, led a roundtable discussion with researchers interested in partnerships with industry, government and community. KPU researchers (Dr. Deborah Henderson and Dr. Mandeep Pannu) also provided insight as successful KPU applicants.

Takeaways:

- Rick recommends KPU researchers take advantage of the new **Engage Grants**. The grants are designed to help industry-researcher collaborators connect and start working together with less risk.
- A survey was given out asking the researchers for feedback. The researchers would like to see similar future sessions, including the following topics:
 - How-to Connect with Industry
 - Grant Writing
 - Research-based Workshops
 - Collaboration across Faculties (← Cross institutional collaboration was the most requested).

October 24 & 26 – ROMEO/ETHICS How-to Presentations to Psych students

A ROMEO/ETHICS [How-to video](#) (5 min) was created by Catherine Parlee, REB Coordinator (interim) and presented along with extra information regarding the online application process.

October 31 – D+FA, Design + Food Atelier

Iryna Karaush (Product Design faculty researcher) has put together a cluster comprised of students and faculty from the Product Design program and the Institute for Sustainable Food Systems. The group is working on a project called: Designing the Resilient Link - aimed at addressing issues with local food hubs by connecting local producers to local consumers. The group put together a comprehensive [catalogue](#) as part of their KMB efforts. It is available on the Research website and hard copy format will be printed and administered by December 2016 in the ORS.

This project was funded by a Katalyst Grant.

November 1 – New REB Coordinator

Foluso Fagbamiye started her new position as part-time REB coordinator.

November 17 – Dr. Rebecca Harbut's CFI Award Officially Confirmed

Dr. Rebecca Harbut's Sustainable Agriculture and Food Systems Lab and Farm was fully approved by CFI. Projects can officially begin. The lab and farm will contribute to innovative food production systems, products for growers, and will provide essential capacity to BC's vibrant organic seed industry.

November 18 – Research and Scholarship Working Group Confirmed

Based on requests for cross-institutional collaboration, the ORS asked 2 researchers from each Faculty to sit on a working group. The purpose of the working group is to promote and build the culture of R&S, inform the ORS on shaping the iterative dimensions of the rolling 5 year Research Plan through priority directions and align the university's research priorities with the Academic and Strategic Plans.

The RSWG will help the ORS address the following objectives.

- Promote collegiality and accumulate best practices to bring about a more cohesive focus for KPU's research initiatives.
- Identify mechanisms for greater R&S collaboration across Faculties and between KPU researchers, industry, community and government partners.
- Build intellectual and resource capacity; prioritizing a mosaic of themes that transcend traditional faculty, departmental, and disciplinary boundaries.
- Add capacity by identifying strategic partnerships and potential, future research clusters that can collaborate with industry and community groups to develop innovative interdisciplinary approaches to problem solving and community building in our region and beyond.
- Monitor how KPU's growing research culture is responsive to our communities of interest and recommend strategies for continuous improvement.
- Identify strategies for the effective promotion of research and resource acquisition to support the researchers.
- Outline operational priorities for the ORS.

November 18 – KPU Scholarly Activity 2015-2016 Infographic: Finished and Sent Out

The ORS put together a [plain-language infographic](#) to showcase the research projects that happened in 2015 & 2016. The infographic not only highlights the impacts of the research project but publicly acknowledges the project's supporters (e.g. Tri Councils), a new requirement by the Government of Canada.

The infographic can be found on the Research website, kpu.ca/research.



Vice Provost, Teaching & Learning Update

S. Chu

November 9, 2016

The Vice Provost Teaching and Learning started on July 25, 2016. Since then, she has focused on consultations with members of the University Community, working on immediate areas requiring attention and short-term goals, establishing partnerships and gaining input and knowledge about KPU to inform longer-term planning. Highlights below. Feedback welcomed (Stephanie.Chu@kpu.ca).

Community Consultations & Outreach

A concerted effort has been made to consult with the University Community to meet a broad range of individuals, listen and share some initial thoughts about KPU teaching and learning directions. Meetings with over 110 educators, administrators, students (including KFA, KSA, BCGEU representatives), attendance/presentations at all Faculty AGMs, and open consultations for faculty and students (separately) at each campus have been highly informative and reinforced the notion that KPU has substantial expertise and successes that could be shared more broadly, and that there are individuals with a desire to advance their teaching practice and take on educational leadership roles.

Teaching & Learning Commons & Communications

The former INSTL resided within the Vice Provost, Teaching and Learning's Portfolio. To signal a new start, the unit has been renamed as the, "Teaching & Learning Commons" (tlcommons@kpu.ca). The Commons extends beyond the typical definition of a teaching and learning centre. It is a place for all members of the University Community who have a common interest in teaching and learning. University Community members are invited to contact us if they have expertise (e.g. co-facilitating, co-developing pro-d programs for KPU educators, etc.) or stories they would like to share.

A significant revamping of KPU's teaching and learning webpages (link at the bottom of the main KPU webpage) has occurred with the official launch taking place October 17, 2016 <http://www.kpu.ca/tlcommons>. Within the site, are links to other websites such as Experiential Learning and Open Studies which are maintained by other groups/individuals. A blog has been created to house contributions and experiences from the KPU community (accessible via KPU login and password) with posts populating our main teaching and learning page.

Other communications: Regular emails to KPU faculty and Administrators have occurred to inform them of upcoming opportunities and events and a twitter account has been created @kpu_tlcommons. A revised newsletter is planned for the near future.

Staffing

Currently, there is the Vice Provost, Learning Technology Manager, Senior Learning Systems Administrator and Learning Systems Administrator. The Provost's office has kindly provided some administrative support in the interim. A search is underway for an Administrative Manager (hybrid position between an Executive Assistant and Divisional Manager). Recent budget requests include the request for two Educational Developers to provide consultations and professional development to KPU educators, departments and programs on a continual basis for relationship-building and continuity.



Teaching Fellows

The call for applications to KPU's inaugural Teaching Fellows pilot program occurred in September. A selection committee with broad representation from the Faculties and specific groups (students, Deans, KFA) reviewed a number of applications from strong candidates. Larissa Petrillo (Experiential Learning, 25%), Rajiv Jhangiani (Open Studies, 50%) and David Burns (Learning Outcomes, 25%) will join the Teaching and Learning Commons and begin their one-year terms on January 1, 2017.

Opportunities & Offerings

In addition to pre-existing Moodle workshops and ISWs offered through the KFA, several opportunities for KPU educators are being planned or have already launched, some in collaboration with other units/partners:

- Open Education Week with sessions at Surrey and Cloverdale: October 2016.
- Teaching Triads (peer-based feedback and learning): applications accepted now. Spring launch.
- Course Redesign Workshop: applications accepted now. December 15-17.
- Assessment Community of Practice: open invitation.
- Learning Technology Enthusiasts: reformat and open invitation.
- Learning with Eportfolios: December 6 & 7 with Lesley McCannell,
- The new K-12 curriculum: Are we ready for these students: February 16 with Jan Unwin.
- Cross-sector Badges Summit: February 17 with Don Present.
- KPU Symposium on Teaching & Learning: call for planning committee members. Early June.
- Open Education Resource Grants (in collaboration with the Dean of Arts & Library): Grant recipients: Sarah Hickinbottom Brawn; Karen Davison, Nick Inglis and Jane Hobson; Alice Macpherson, Brian Haugen, and Lyn Benn; Robert Menzies, Jack Hayes, and Colin Green and Katie Warfield.

Learning Technology & Digital Classrooms

A stronger partnership between the Teaching and learning Commons and IT has been established. Current collaborations that affect KPU's online or classroom environments are:

- Pilot Implementation of Kaltura (video creation and management). Spring 2017.
- Determining a synchronous communications tool. Possible spring 2017 pilot.
- Establishing a streamlined, collaborative and communicative process for classroom changes (in collaboration with Scheduling, Facilities, Library and Space Planning).
- Participation in committees for the new Wilson School of Design and Three Civic Plaza.

Directions

A survey will be circulated in January to establish a baseline for teaching and learning at KPU. Activities for the upcoming year will be based on identified needs through documents and consultations with the University Community, and a means to test new approaches and ideas, and gain further insight develop KPU's Teaching and Learning strategy and plan. The timing will ensure alignment with the Academic Plan and Strategic Vision since their planning and consultations start in 2017.



**Senate Standing Committee on Academic
Planning and Priorities**

Agenda Item: 9

Meeting Date: December 2, 2016

Presenter(s): Jennifer Au

Agenda Item: Election of Committee Chair

Action Requested:	<input type="checkbox"/> Motion to Approve
	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Information
	<input type="checkbox"/> Education
	<input checked="" type="checkbox"/> Election

Recommended Resolution:	N/A
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Senate Standing Committee Report: *For Senate Office Use Only*

Context & Background: Jennifer Au is stepping down as Chair of the Senate Standing Committee on Academic Planning and Priorities (SSCAPP). The Vice Chair of Senate will conduct a by-election for committee Chair at the December 2, 2016 SSCAPP meeting. The term of office will be from December 2, 2016 to August 31, 2018.

Key Messages: *[maximum of 3, preferably no more than 100 words]*

- 1. All Senators who are members of the Senate Standing Committee on Academic Planning and Priorities (SSCAPP) are eligible to be elected as committee Chair.**
- 2. The Chairs of Senate standing committees are normally elected for a 2-year term beginning in September. This will be a by-election for the remainder of a two-year term from September 1, 2016 to August 31, 2018.**
- 3. A call for nominations will be made at the December 2, 2016 SSCAPP meeting. If there is only one person nominated, then that person may be acclaimed. If more than one person is nominated, then an election will be conducted by secret ballot.**

Attachments: N/A

Submitted by: Jennifer Au, Vice Chair, Senate

Date submitted: November 24, 2016