



## Senate Standing Committee on Academic Planning and Priorities

Friday, March 24, 2017  
9:00 AM - 12:00 PM  
Surrey Campus, Cedar 2110

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### AGENDA

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	Start Time
1. Call to Order .....Jane Fee	9:00
2. Confirmation of Agenda	9:01
3. Approval of Minutes from February 3, and February 10, 2017	9:02
4. Chair's Report	9:03
5. Pending Business	9:04
6. Standing Items	
6.1 VPTL-AVPR Report ..... Stephanie Chu	9:10
6.2 Academic Planning and Priorities .....Jane Fee	9:30
7. Items for Discussion	9:45
8. Adjournment	10:00

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#### Next Meeting

Friday, April 07, 2017  
9:00 AM - 12:00 PM  
Surrey Campus, Cedar 2110



**MINUTES OF JOINT MEETING**  
**Senate Standing Committee on University Budget (SSCUB) and**  
**Senate Standing Committee on Academic Planning and Priorities (SSCAPP)**

**Friday, February 3, 2017**

**9:00 AM to 12:00 PM**

**Surrey Campus Boardroom, Cedar 2110**

<b>Present:</b>		<b>Ex-Officio / Non-voting</b>
<b>SSCUB</b> Barnabe Assogba Faith Auton-Cuff Caroline Daniels Joyce MacKenzie Sukey Samra Dale Simonson Carol Stewart Wayne Tebb Renu Seru Elizabeth Worobec	<b>SSCAPP</b> Jennifer Au Andhra Goundrey Sharon Leitch Caitlin McCutchen Denise Nielson Carolyn Robertson Angela Ryan Tanvir Singh Gillian Welton Chamkaur Cheema	Jon Harding Stephanie Chu Lori McElroy Jennifer Chung
<b>Regrets:</b>	<b>Senate Office</b>	<b>Guests:</b>
<b>SSCUB</b> Jim Murray Sonja Kreuzkamp Thomas Westgate (Chair, SSCUB) <b>SSCAPP</b> Jane Fee (Chair, SSCAPP) Salvador Ferreras Nadia Henwood	Rita Zamluk, Administrative Assistant	

**1. Call to Order**

The Vice Chair of Senate, Jennifer Au, called the meeting to order at 9:00 am. She welcomed Jennifer Chung, the Controller, and a new member to SSCUB.

**2. Approval of Agenda**

**Renu Seru moved the agenda be confirmed as circulated.**

**The motion carried.**

### 3. Approval of Minutes, January 20, 2017

**Caroline Daniels moved that the minutes of the meeting of January 20, 2017 be approved with amendments.** Amendments to minutes:

- Under regrets – Renu Seru is a member of SSCUBB, not SSCAPP
- Point #9 – show the motion as carried rather than postponed.

**The motion carried.**

### 4. Chair's Report

No report.

### 5. Pending Business

#### 5.1. Draft 2017/18 Budget

The Vice President, Finance and Administration, Jon Harding led a discussion on the draft budget. He discussed recent feedback, domestic enrollment and marketing funding, capital funding, the planning process for next year, and the employee engagement fund with the committee.

#### 5.2. SSCAPP Motion

The Vice Chair of Senate, Jennifer Au, opened the discussion.

**Carolyn Robertson moved to take from the table the following motion that was postponed at the last meeting:**

**THAT the Senate Standing Committee on Academic Planning and Priorities recommend that the proposed Fiscal Year 2017-18 University operating budget and its allocation of operating funds is consistent with Vision 2018 and the KPU Academic Plan 2018, and endorse its presentation to Senate.**

**The motion carried.**

### 6. SSCUB Endorsement Letter

The Vice-Chair of Senate, Jennifer Au, opened the discussion of the motion giving background on the process to be undertaken to endorse the budget and draft an endorsement letter.

**Carol Stewart moved that the Senate Standing Committee on University Budget (SSCUB) endorse the University's FY 17/18 draft budget and strike a subcommittee of SSCUB members to draft the endorsement letter for recommendation to Senate for transmittal to the Board of Governors.**

**The motion carried.**

SSCUB committee members discussed appointing a balance of two administrators and two faculty members to the subcommittee.

**Dale Simonson moved that the following members of SSCUB be appointed to form a subcommittee of SSCUB to draft an endorsement letter for recommendation to Senate to be reviewed at the next meeting of SSCUB of February 17, 2017: Jennifer Au, Faith Auton-Cuff, Carol Stewart, and Wayne Tebb.**

**The motion carried.**

In response to a request from the Vice Chair of Senate, SSCUB committee members provided guidance to the subcommittee on items to include in the endorsement letter.

**7. Items for Discussion**

No items for discussion.

**8. Adjournment**

The meeting adjourned at 10:17 am.



**MINUTES OF REGULAR MEETING**  
**Senate Standing Committee on**  
**Academic Planning and Priorities**

**Friday, February 10, 2017**

**9:00 AM – 12:00 PM**

**Surrey Campus Boardroom, Cedar 2110**

<b>Present:</b>		<b>Ex-Officio / Non-voting</b>
Jennifer Au Chamkaur Cheema Jane Fee (Chair) Andhra Goundrey Denise Nielson Carolyn Robertson Gillian Welton		Nadia Henwood  <b>Regrets</b> Angela Ryan Lori McElroy Stephanie Chu Sal Ferreras
<b>Regrets:</b>	<b>Senate Office</b>	<b>Guests:</b>
Caitlin McCutcheon Sharon Leitch Tanvir Singh Theresa Voorsluys Tom Westgate	Rita Zamluk, Administrative Assistant	Allyson Rozell

**1. Call to Order**

The Chair called the meeting to order at 9:01 am.

**2. Approval of Agenda**

Item 7.1 presentation was removed from the agenda as Stephanie Chu was unable to attend.

**Carolyn Robertson moved the agenda be confirmed as amended.**

**The motion carried.**

**3. Approval of Minutes, January 13, 2017**

Correction: Tom Westgate is a voting member rather than a non-voting member.

**Gillian Welton moved the minutes be accepted as corrected.**

**The motion carried.**

**4. Chair's Report**

The Chair summarized recent activities in the joint meetings of SSCUB / SSCAPP. The committee discussed budget preparation and priorities.

**5. Pending Business**

No items are pending.

## **6. New Business**

### **6.1. Program Discontinuance: Bachelor of Science: Minor in Applications of Math**

Allyson Rozell, a member of the Mathematics Department, provided background on the topic.

**Carolyn Robertson moved that the Senate Standing Committee on Academic Planning and Priorities endorse the discontinuation of the Bachelor of Science, Minor in Applications of Mathematics, effective September 1, 2017.**

**The motion carried.**

## **7. Standing Items**

### **7.1. VPTL/AVPR Report**

The committee accepted the report as circulated. The committee discussed current student projects, trends in curriculum design, and admission processes as affected by the new K-12 curriculum.

### **7.2. Academic Planning and Priorities**

Jane Fee, led a discussion on the role of the committee in academic planning. **An action item is to invite the Provost for a presentation on academic planning to further the discussion.**

## **8. Items for Discussion**

The committee discussed the snow closure, emergency management plan, and mass communication methods.

## **9. Adjournment**

The meeting adjourned at 9:44 am



**Vice Provost, Teaching & Learning  
and Interim Associate Vice President, Research Update**

S. Chu  
March 15, 2017

**Teaching & Learning**

**Upcoming Events & Opportunities for KPU Community Members**

**Beyond OER with Dr. Robin DeRosa: The Promises, Pitfalls, and Potential of Open Education** (March 20, Surrey)

Dr. Robin DeRosa, professor at Plymouth State University in New Hampshire, introduces Open Educational Resources and explores how faculty have been using OERs to reduce or eliminate the cost of textbooks for students. Discuss how open licenses and digital technologies can be leveraged to develop open pedagogical practices. [Details.](#)

**Open Technology – The 3<sup>rd</sup> Pillar of Open Education** (March 30, Richmond)

Clint Lalonde, Manager of Educational Technologies at BCcampus, discusses the connection between open education and open source software, the importance of open technologies to the open education movement, and demonstrates open education technologies being explored by the BC Open EdTech Collaborative have been exploring. [Details.](#)

**Instructional Skills Workshop (ISW)** (April 24-27, May/June (26, 2, 9 & 16)

Facilitated by Alice Macpherson, an experienced ISW Facilitator and KFA member, the ISW is a 24-hour (4 day intensive) for faculty interested in developing or improving their teaching and learning processes. Review ideas about teaching, check current practices and, within a safe and supportive environment, deliver three short lessons. [Details.](#)

**Teaching, Learning & Research Symposium** (June 7 to 9, Surrey & field trips at other campuses)

Call for Proposals! KPU community members have the opportunity to connect with fellow educators and their students as well as celebrate and showcase our efforts and experiences in the fields of teaching, learning and research to colleagues from other post-secondary institutions. **Alex Usher** from [HESA](#) is the keynote. [Details.](#)

**Digital Pedagogy Lab** (July 28 to 30, Richmond)

Hosted by Hybrid Pedagogy and KPU (T&L Commons), this three-day institute that explores the role and application of digital technology in teaching. Three tracks offer intensive peer-driven learning with and discussion of open education, new media, and critical digital pedagogy. There is a cost to participate. [Info.](#)

**Past Opportunities**

**January 20: ePortfolio Showcase** (14 attendees)

Hosted by Lesley McCannell, School of Business Instructor, and the Teaching & Learning Commons, 4 faculty showcased their implementation of ePortfolios and shared their assignments, rubrics and lessons learned. Eight KPU and 6 Langara faculty explored ePortfolios through real examples and how to use them to enhance student learning.

**January 27 & February 3: Learning with ePortfolios Workshop** (10 attendees)

Lesley McCannell and the Teaching & Learning Commons hosted a hands-on workshop to guide 10 faculty through the development of ePortfolios and the process of introducing ePortfolio learning to their students. This 2-day session introduced the technology used in ePortfolios with participants designing an ePortfolio assignment.

**February 3: Working with Multilingual Learners: Discussion, Resources & Strategies** (12 attendees)



Dr. Stephanie Chu facilitated a real-time (f2f at Surrey & online) session with 12 KPU educators sharing experiences, strategies and resources in working with multilingual learners.

**February 16: Tinker Faire (30 attendees)**

Teaching & Learning Commons hosted an informative and hands-on technology event in the Surrey Library.

Facilitators provided demos of their tool to the attendees and assisted them in the tinkering process: [Poll Everywhere](#), [Zotero](#), [Adobe Spark](#), [Hypothes.is](#), [StoryMapJS](#), [Glogster](#), [HaikuDeck](#), [Moodle Quiz](#), [LibWizard](#), [Youcanbook.me](#)

**February 16: K-12 Curriculum Changes: Are we ready for these students? (~60 attendees)**

The Teaching & Learning Commons hosted Jan Unwin, Superintendent of Graduation and Student Transitions at Ministry of Education and Ministry of Advanced Education, to discuss the significant redesign of BC's K-12 curriculum. Over 60 people attended at Surrey or via video-conferencing Langley and Richmond. [Video and Jan's presentation](#).

**February 17: BC Open Badges Forum (~80 attendees)**

Organized by CanCred.ca and hosted by KPU's Teaching & Learning Commons, this cross-sectoral workforce design lab in Richmond was attended by 80 participants from post-secondary, K-12, government, not-for-profit and private sectors interested in open badges and brainstorming new ways of recognizing learning and achievement.

**March 3: KPU Day**

The *Teaching & Learning Commons* hosted a Kaltura booth where the team answered questions and provided demos to faculty and staff on KPU's new video platform, described as an, "institutional YouTube", which is currently still in a testing phase with plans to launch in late March 2017. The three *Teaching Fellows* presented, "KPU Teaching Fellows and what they can do for you".

**March 10: Integrating Multilingual Learners (26 attendees)**

This interactive session was facilitated by Dr. Valia Spiliotopoulos, Associate Professor of Professional Practice, Faculty of Education and Director, Centre for English Language Learning, Teaching, and Research (CELLTR) at SFU. The 26 participants at Surrey discussed practical strategies for teaching multilingual learners in university classes.

## Work in Progress

**Scholarship of Teaching & Learning Grants:** Small grants will be made available to recognize teaching development as a scholarly activity and to stimulate faculty-led investigation of new or innovative teaching and learning practices.

**Teaching & Learning Plan:** In addition to ongoing 1:1 and small group consultations, a survey will be sent by April and public consultations will occur into summer to gauge the culture, support and desired direction to inform the Teaching & Learning plan. The strategic direction and plan to be finalized in Fall 2017 and inform budget planning for 2018/19.

**Teaching & Learning Commons Advisory Committee:** Formed with representation from across the University and will serve as an advisory and feedback mechanism for the Commons' strategic direction and plans.

**Canvas LMS Pilot:** Several faculty members have volunteered to try the newest LMS available (with Canadian Cloud) this summer, instead of Moodle. The intention of the pilot is to explore whether faculty and students would like to engage in identifying LMS requirements for the future and selecting appropriate technologies.





## Vice Provost, Teaching & Learning Activities

### 2016

- Met with the Provost and Desire2Learn to investigate potential learning management systems on **Sept. 20**.
- Served on the *Dean of Health Search Advisory Committee* from **Oct. to Nov.**
- Served on the *eCampus Ontario Adjudication Committee* in Toronto on **Nov. 23**.
- Attended SFU's Teaching & Learning Centre and the Faculty of Education's holiday celebrations on **Dec. 1** and **7**.
- Presented at the Faculty of Health's Faculty Day on **Dec. 12<sup>th</sup>** regarding the upcoming K-12 curriculum changes.

### 2017

- Met with the Provost, the CIO and Canvas to investigate potential learning management systems on **Jan. 10**.
- Attended a meeting between Pearson and the School of Business regarding Pearson's digital access on **Jan. 23**.
- Chaired the *English as an Alternate Language (EAL) Support* meeting on **Feb. 1** to identify available supports to KPU educators and students, gaps and next steps.
- Represented KPU at the *Digital Learning Resources Network (DLRN) Policy Workshop* planning meeting with the Ministry of Advanced Education downtown Vancouver on **Feb. 2**.
- Participated in the Faculty of Academic & Career Advancement's *AP&P Committee Meeting* to discuss Teaching & Learning directions and collaborations on **Feb. 3**.
- Attended a VPTL national meeting, EDC Exec. meeting and presented at the *Educational Developers Caucus (EDC) Conference* in Guelph from **Feb. 21 to 24**.

*Ongoing:* Internal KPU committees, EDC Executive, BCTLC Executive, Vice Provost Teaching & Learning Committee

## Learning Technology Update

### **Kaltura Video Repository Project**

Working with members of the LMS Committee to test the Moodle/Kaltura integration and make it available by April. Kaltura enables instructors and students to create and incorporate rich media into their courses and assignments. KPU's public facing video portal is [here](#). Interested KPU academic and service departments – contact LearnTech.

**Moodle Consultations** since Fall (up to Mar. 43) by Student Assistant, Mustafa Mohammed  
Richmond (39), Cloverdale (13), Surrey (61), Langley (40), Email/Phone (71)

**Acetate Transition Working Group:** Has been formed with faculty, IT and Commons staff. First meeting to occur in March/April. (Dr. S. Chu, Chair)

## Teaching Fellows Update

### **Open Studies:** Dr. Rajiv Jhangiani

- Created an [open textbook](#) to support an Open Educational Resources Creation and Adaptation workshop.
- Consulted with individual faculty occurred regarding locating, adapting, and creating OER.
- Liaised with OER small grant recipients to ensure that they have the necessary support to meet their timelines.
- Recorded videos to support the *Introduction to Psychology* OERu course.
- Creating ten department-specific open textbook guides to be launched during open education week.
- Completed Drupal training to edit the Teaching & Learning Open Education webpages.
- Met with the Executive Director of Institutional Analysis & Planning regarding a research project to evaluate the institutional impact of the adoption of OER at KPU.



- Interviewed with News 1130 about KPU's leadership with open textbooks. Story [here](#).
- Gave keynote addresses at the *Minnesota Online Quality Initiative STAR Symposium* on Feb. 10<sup>th</sup> and the *National Association of College Stores Large Stores Group Meeting* on Feb. 13<sup>th</sup>.
- Presented at the *Open Education Global Conference* in Cape Town, South Africa from Mar. 8<sup>th</sup> to 10<sup>th</sup>.
- Event planning and promotion for the *Beyond OER with Dr. Robin DeRosa* event on Mar. 20<sup>th</sup>, *Open Technology* presentation by Clint Lalonde on Mar. 30<sup>th</sup> and *Digital Pedagogy Lab* from July 28<sup>th</sup> to 30<sup>th</sup>.

#### **Experiential Learning:** Dr. Larissa Petrillo

- Spoke with faculty members in the Faculty of Trades and Technology at their February Faculty Council meeting.
- Met with faculty members in Fashion Design, Fashion Marketing and Product Design to discuss experiential learning in their areas of teaching.
- Attended the *Surrey Cares Community Foundation Surrey Awards* on Feb. 28<sup>th</sup> to further broaden connections with community partners.
- Continued with internal communications, meeting with KPU's Director of Co-op, Shawn Erickson.
- Worked with Theresa Voorsluys, and student assistants, in finalizing database work for the next steps in revising the Experiential Learning website.
- Pleased to announce that Blythe Vincent will work as the Creative Capital student assistant for Experiential Learning.
- Attended BC-CELN (Community Engaged Learner's Network) meeting at UBC which involved multiple universities.
- Blythe will assist the BC-CELN team for their joint C2U Expo presentation, in May, at SFU.

#### **Learning Outcomes:** Dr. David Burns

- Brianna Lewis, Student Assistant, and David gave five speeches and supervised four working sections for the School of Business degree quality group (80 people).
- Provided consultation on the creation of a new project to map objectives in Biology.
- Presented at the Arts Speaker Series with Brianna on digital content and lesson planning (40 attendees).
- Presented at the Tinker Faire on February 16<sup>th</sup> about YouCanBook.Me as an office hours expansion tool.
- Continued research on revisions to the learning outcomes section of the course outline manual.
- Drafted template for learning outcomes for inclusion in course outline manual.
- Completed Senate level curricular approval reform package and will distributed this week to SCC.
- Consulted on Arts Framework and extracurricular learning outcomes.

## **Research & Scholarship**

### **Upcoming Events & Opportunities**

**ROMEO Workshop:** The Office of Research & Scholarship is currently in discussions with Process Pathways, a market leader in research administration software in Canada, to host a ROMEO workshop. Invitations would also be extended to University of the Fraser Valley, Vancouver Island University and University of Northern British Columbia.

### **Past Opportunities**

**KPU Day:** The Office of Research & Scholarship hosted a booth at KPU day on **Mar. 3<sup>rd</sup>**. The team answered questions about the Research Ethics Board (Foluso Fagbamiye) and Research Impact (Aimee Fauteux).



**BC Tech Summit:** The Office of Research & Scholarship sponsored five administrators and faculty members to attend the annual *#BCTECH Summit* in downtown Vancouver from **Mar. 13<sup>th</sup> to 15<sup>th</sup>**. In addition, students from the 3<sup>rd</sup> year Physics program, under the guidance of instructor Fergal Callaghan, also attended the event.

### Work in Progress

**Casual Service Support:** Hannah Mapanoo continues to provide valuable assistance with grant funding setup, financial monitoring and reporting requirement.

**Audit Report:** Catherine Parlee and Leslee Birch are in the process of reviewing the audit report and will work with Dr. Chu to address the concerns raised within the report.

**ORS Restructuring:** The Provost and Interim AVPR met with University Community members on Dec. 3 (Surrey), Feb. 14 (Langley) and Feb. 15 (Richmond) to provide an update on ORS's restructuring. [A webpage](#) has been created which includes draft definitions of scholarship and research for KPU and response to the ORS Audit submitted to the Board.

**KPU's Research & Scholarly Activity Report for 2015 & 2016:** An easy-to-read report is being created to highlight:

- Total amount of funding received in 2015 and 2016 (\$4,629,099)
- Total amount of research projects (316)
- Funded Student led-research (\$41.66K)
- Funded Faculty led-research (\$4.587M)
- Amount from SSHRC (\$436,698)
- Amount from NSERC (\$349,770) etc.

### Interim Associate Vice President, Research Activities

- Consulted with other research offices to inform the ORS' restructuring, including: UFV (Jan 12), York University (Jan. 17), BCIT (Jan. 18), Fraser Health Authority (Jan. 23), Emily Carr University (Jan. 27).
- Chaired the first meeting of the *Teaching, Learning & Research Symposium Planning Committee* (Jan. 20).
- Attended a lunch meeting with the Provost and representatives from the University of Northern British Columbia regarding possible collaborations (Jan. 23).
- Chaired the first meeting of the *Defining Research & Scholarship Working Group* (Feb. 2).
- Met with *Polytechnics Canada* CEO and colleagues at Richmond (Feb. 15).
- Attended the *Alliance of Western Universities Research Directors (AWURD)* meeting in Victoria (Mar. 1).
- Participated in the *2017 WestVAC and WestVPR Conference* in Victoria (Mar. 2).
- Participated in the *Alberta Innovates Training Course on Research Impact Assessment* in Banff (Mar. 5 – 8).

#### Ongoing

- Participate on *BCARIN Steering Committee, AWURD and Research Impact Canada (RIC) Governance Committee*

### REB Update

- A call out notice was sent to fill a vacancy on the REB for the 2017/18 and 2018/19 academic years. The selection of a new REB member is currently in progress.
- In addition, the selection of a REB Chair for the 2017/18 academic year is also in progress.
- Four REB members will attend the *Canadian Association of Research Ethics Boards (CAREB) 2017 National Conference & AGM* in Halifax from Apr. 27 to 29.