Kwantlen
POLYTECHNIC
UNIVERSITY

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

Friday, September 18, 2009
9:00 am – 12:00 pm
Conference Centre, Side B, Surrey

Minutes

Present:	**Regrets:**
Heidi Abramyk	David Atkinson
Kathleen Bigsby	Arvinder Bubber
Brian Carr	Aysha Haq
Dana Cserepes	
Bob Davis	**Guests**:
Wade Deisman (Chair)	Kim Ghilarducci/BSN UVIC student
Harj Dhaliwal	Sandi Klassen/University Secretary
Rob Fleming	
Stephanie Howes	
Judith McGillivray	
Robin Russell	
Paul Tyndall	

Recorder: Elizabeth Merritt, University Secretariat

1. **Call to Order**
   The meeting was called to order at 9:05 am.

2. **Confirmation of Agenda**
   The agenda was confirmed by consensus with the addition of the following items:
   - Introductions
   - Report from the Chair of the Senate Standing Committee on University Budget (Harj Dhaliwal)
   - Report from the Chair of the Senate Standing Committee on Curriculum (Dana Cserepes)

3. **Introductions**
   The chair introduced Kim Ghilarducci, BSN UVIC student who is doing a field study at Kwantlen while she completes her BSN. Wade Deisman thanked the former chair, Joel Whittemore, for his stewardship of the committee during the start-up phase.

4. **Approval of Minutes**
   The minutes of June 22, 2009 were approved by consensus.

5. **Report from the Chair**
   The Chair's report is appended to the minutes.

6. **Report from the Chair of the Senate Standing Committee on University Budget (SSCUB)**
   Harj Dhaliwal talked about similar issues that the SSC on Academic Planning and Priorities (SSCAPP) is confronting, such as developing a process, priorities and timeline to coordinate with the institutional budget development and with the SSCAPP. As well, the SSCUB needs to identify and clarify the committee's role in relation to the institution's goals and its transition to a university.

7. **Report from the Chair of the Senate Standing Committee on Curriculum (SSCC)**
   Dana Cserepes outlined what the SSCC has been considering.

8. **Review of Deans' Priorities**
   The document outlining the Deans' priorities was re-distributed at the meeting as information to the committee members.

9. **Role and Purpose of the Committee**
   The committee discussed at length its role and purpose, including the following concerns:
   - Determination of academic priorities through Mission and Mandate
   - Identification of academic priorities in relation to institutional goals
   - Identification of processes for input, feedback and information
   - Development of timelines to coordinate with institutional, academic and service areas
   - Role of committee in relation to Senate, Faculty Councils
   - Establishment of strategy and ability to measure progress
   - Role of competing values

10. **Discussion of Process, Model and Timeline**
    The committee will focus on a timeline for the next budget year.

    - The Chair will develop a flowchart or diagram of the process to be used by the committee to meet its mandate.
    - Committee members will submit to the Chair 5 items they consider committee priorities including how these inter-relate to other institutional goals
    - The Chair will organize with the AVP, Academic, a workshop on setting academic priorities and developing an academic plan, including their inter-relation with other areas of the institution.

11. Notice of Committee Vacancies

There are 3 vacancies on the SSCAPP:

- Faculty of Business member
- Faculty of Design and Communications member
- Student

The Senate Nominating Committee is meeting on September 28th to discuss committee vacancies.

12. Discussion

- Judith McGillivray (Provost/VP Academic) and Rob Fleming (AVP, Academic) provided background on the current year's budget process and the role they expect the SSCAPP and SSCUB to play next year.
- The role of faculty councils was discussed
- It was suggested that when considering issues, committees and faculty councils need to be aware of competing priorities within the institution, from the government, from the community, and from other post-secondary institutions.

13. Adjournment

The meeting adjourned at 11:50 am.