

## Minutes

**Present:**

Robert Wood / Chair  
Aysha Haq  
Bob Davis  
Christine Crowe  
Jason Dyer  
George Verghese  
Jane Hobson  
Kari Michaels  
Gordon Lee

**Regrets:**

Tru Freeman  
Jane Fee  
Kathleen Bigsby

**Guests:**

Shirley McKendry

### 1. Call to Order

The meeting was called to order at 9:05 am

### 2. Confirmation of Agenda

**Moved by Aysha Haq; Seconded by Wade Deisman THAT the Agenda be accepted with the addition of: Item 6a Strategic Planning/Scenario Planning, Item 6b Canada Research Chairs update and Item 6c Review of Voting membership.**

**MOTION CARRIED**

### 3. Approval of Minutes

#### a. Approval of Minutes of February 17, 2012

Clarification was requested about Item 6b.

*Action: Lori was requested to review the rough notes for clarification regarding if item 6b refers to Canada Research Chairs vs Research Chairs in General and if the item includes the Governance of these bodies.*

**Moved by Wade Deisman; Seconded by George Verghese THAT the Minutes of February 17, 2012 be tabled until clarification can be made.**

**MOTION CARRIED**

#### b. Approval of Minutes of April 20, 2012

**Moved by Wade Deisman; Seconded by Aysha Haq THAT the Minutes of April 20, 2012 are approved.**

**MOTION CARRIED**

#### c. Approval of Minutes of March 16, 2012

**Moved by Wade Deisman; Seconded by Christine Crowe THAT the Minutes of March 16, 2012 are approved.**

**MOTION CARRIED**

**d. Approval of Minutes of June 15, 2012**

Discussion regarding the relevance of the Highlights section of Item 5 as it pertains to the Committee mandate.

*Action: There are still three outstanding action items that need to be brought forward on the next SSCAPP Agenda as Old Business.*

**Moved by Wade Deisman; Seconded by Christine Crowe THAT the Minutes of June 15, 2012 are approved with the removal of the bulleted Highlights section under Item 5.**

**MOTION CARRIED**

**4. Election of Chair**

Prior to holding the election the committee discussed the duration of a chair position and made the suggestion that the length of time a person is to serve as Chair of Senate committees needs to be brought to Governance for review. In the absence of a clear bylaw the committee proceeded with the vote with the understanding that the role of Chair for SSCAPP would be assumed to be a one year commitment.

The Chair requested a call for names. Wade Deisman nominated Robert Wood. With the understanding that it would be a one year term, Robert accepted the nomination. A second and third call for nominations was made without any further names being brought forward.

**Robert Wood was acclaimed as the Chair of the Senate Standing Committee on Academic Planning and Priorities.**

**5. Priorities: Senate Standing Committee on Academic Planning and Priorities**

The committee discussed the priorities document that was circulated among the various faculties for input Spring 2012. The hope was that the document would provide the committee with a ranked list of priorities to use to focus the Budget requests for the upcoming year.

In June, Robert provided a report on the outcomes of the Faculties input into the priorities document. The top three priorities were ranked as follows:

- 1. Knowledge and Skills Development**
- 2. Growth of Innovation and Application**
- 3. Improved Student Experience / Fund Programs to Meet Market Demand**

The committee determined that the outcome of the survey didn't help as much as was hoped. Discussion ensued regarding the upcoming strategic planning process that the President is undertaking with the help of Institutional Analysis and Planning. There is a one year deadline for the creation of a strategic plan. To this end, the President will be construction a Steering Committee that mirrors Senate representation. The Strategic Plan will include the work done around Scenario Planning and will cover the next 5 years in a detailed way and then broadcast 20 years into the future. Given that goals and plans adjust with the environment in which an

institution finds itself, the plan needs to be fluid and flexible. **Note: this discussion covered the need for Item 6a.**

Further discussion was held that included the timeline in which Deans of the Faculties find themselves. Given that Budgets from Faculties are expected to be submitted by the middle of October, the middle of September is too late to be receiving changed priorities.

It was decided that given the problems raised around timing that the Committee needs to get ahead of the curve for next year and to develop a set of academic priorities in this Fall semester to inform the 2014 Budget.

*Action: That our next meeting include a review for clarity of Kwantlen's Vision, Mission and Commitments and that we develop a common understanding of what the process should be to meet these ideals. Further, we need to map out a plan for our purpose that can be used to develop a 12 month advanced set of objectives.*

## **6. Items for Discussion:**

### **a) Strategic Plan / Scenario Planning: Covered in Item 5**

It was stated that Jane Fee is a member of the Scenario Planning group and that maybe she could give regular reports on the work taking place in Scenario Planning

*Action: That Strategic Plan / Scenario Planning become a standard item on our Committee Agenda.*

*Action: Lori to ask Jane where the Four Scenarios that have been developed can be found and if she would be able to bring the Four Scenarios to the next meeting.*

### **b) Canada Research Chairs Update**

Jason reported on the various models of governance he has researched from other institutions. Kwantlen is developing a new Policy framework that Jason will be working within to develop a model for Kwantlen. The idea of developing a Sub-committee to Academic Planning and Priorities that focuses on research was discussed and found to have merit.

Discussion occurred regarding the risk involved with having too many in-house groups approaching the same external community groups for support and involvement.

*Action: That Research as well as Community Activity become standard Agenda items for SSCAPP.*

### **c) Voting Membership**

The question of voting and membership was sent to Governance for review. There was a suggestion that, as a committee, we review the type of structure we need around membership and voting for SSCAPP. The rationale for this review is that a number of the members of SSCAPP do not have the ability to vote on the items that they put a great deal of effort and research into when providing information to the Committee.

## **7. Adjournment**

**The meeting adjourn at 11:15 am.**