



## MINUTES

### Senate Standing Committee on Academic Planning and Priorities (SSCAPP)

Friday, November 7, 2014, 9am

Surrey Campus, Cedar Building, Room 2110

---

#### Present:

Davis, Alan  
Wood, Robert /Chair  
Robertson, Carolyn

#### Ex-Officio / Non-voting:

Au, Jennifer  
Cserepes, Dana  
Fee, Jane  
Fallick, Arthur  
McElroy, Lori

#### University Secretariat:

Maxwell, Wendy

#### Regrets:

Cheema, Amandeep  
Ferreras, Sal  
Freeman, Tru  
Matthewson, Don  
Penhorwood, Jan

#### Guests:

Chan, Josephine  
Phillips, Judie

---

#### 1. Call to Order

The meeting was called to order at 9:13 am.

#### 2. Confirmation of Agenda

The agenda was accepted.

#### 3. Approval of Minutes – September 12, 2014.

Deferred to the next meeting.

#### 4. Pending Business.

None.

#### 5. Chair's Report

None.

#### 6. GV9, Establishment and/or Discontinuance of Faculties and Departments Policy AND

#### 7. AC10, Establishment, Revision, Suspension and/or Discontinuance of Programs Policy

Many comments have been posted on the Policy blog for both Policies. Sal Ferreras has asked whether the policies are necessary, because there already is a set of existing practices. Recently, two programs were discontinued that came to this committee and SSCC, which had adequate discussion at both venues. Sal Ferreras suggests having a set of

guidelines instead. Some programs are still on the books, and have not been officially discontinued because there is no policy.

It was agreed that it is a good idea to have a policy, to provide guidance if there are any contentious issues. The creation of the Faculty of Arts was challenging and a policy would have made it simpler. In 2009, when a new Faculty of Library and Student Engagement Services was proposed, it was noted that there was no policy.

**Action:**

**Robert Wood will send a memo to Sal Ferreras and Jane Fee, stating that this Committee believes that GV9 and AC10 are required.**

In GV9 Procedure 3a, it was suggested that the wording be changed to “The Dean, as Chair of the Faculty in which the proposed new Department will be housed...”

**Action:**

**Robert Wood will forward this suggested wording change to Sal Ferreras and Jane Fee.**

## **8. SSCAPP Mandate**

The draft mandate is the outcome of a meeting with Robert Wood, Alan Davis, Jennifer Au, and Dana Cserepes. The following is a summary of the discussion:

- This is one of the most important Committees at the University because it looks at all academic aspects of the University, from curriculum to enrolment; it draws together input from several other Standing Committees, including Budget and Curriculum
- This draft mandate attempts to streamline what the Committee does, and highlight the importance of that work
- This is the only Committee that deals with Teaching & Learning and Research & Scholarship
- Suggestion to have an International and Partnerships Subcommittee, as well as Strategic Enrolment Management Subcommittee
- Suggestion to add VP Students as an ex officio non-voting member
- Enrolment management tools, such as those dealing with English Language requirements, would come to this committee for discussion
- The Senate Standing Committee on Curriculum (SSCC) deals with revising admission requirements within specific programs, e.g. prerequisites, but not necessarily enrolment management
- This Committee ought to decide on the programming profile for the institution. e.g. Criminology and Accounting are the most cost effective programs; Science and Design are very expensive; this Committee will be involved as part of its “Planning and Priorities” mandate
- Discussed the Academic Plan and Faculties’ vision, if they have one, and where they intersect with this committee
- Discussed the importance of integrated planning
  - o Each Faculty has its own Academic Plan which are not necessarily aligned with the Institutional Academic Plan
  - o Faculty Plans need to be in the context of the academic profile
  - o Plans need to be finalized in a timely fashion so that operational decisions can be made

- An Academic Plan Implementation Task Force is being formed, with representation from each Faculty
- This Task Force will not be dealing with strategic enrolment
- Strategic enrolment cannot be done in a vacuum
- The President has said that the academic profile will be built on the premise that programs will be self-recovery
- Should there be a reference to the Academic Plan or Vision 2018 or the Government Blueprint for Skills in the Mandate? There may be other influences that are important as well.
- The mandate does not say that SSCAPP will create an academic profile; this could have been included in the Academic Plan, but it wasn't; it might fall under "other duties as assigned by Senate"
- There was a suggestion to start over by thinking about what does this Committee do and how does the Committee do it,
- It was suggested to add "advise senate on whether academic proposals are aligned with existing plans and strategic documents", possibly as a second bullet
- The first bullet states the overall mandate

**Action:**

**Robert Wood and Jennifer Au will redraft the SSCAPP mandate, taking into consideration the discussion.**

It was noted that there is no mention of Teaching & Learning and Research & Scholarship sub-committees, and possibly others. Both Teaching & Learning and Research & Scholarship used to be standing items on the agenda for this Committee.

**Action:**

**Robert Wood and Arthur Fallick will clarify how Teaching & Learning and Research & Scholarship issues will be addressed.**

**9. Items for Discussion**

None.

**10. Adjournment**

The meeting adjourned at 11:31 am.