



MINUTES

Senate Standing Committee on Academic Planning and Priorities (SSCAPP)

Friday, December 12, 2014, 9am

Surrey Campus, Cedar Building, Room 2110

Present:

Ferguson, Bruce
Matthewson, Don
Murphy, Jerry
Penhorwood, Jan
Robertson, Carolyn
Wood, Robert / Chair

University Secretariat:

Maxwell, Wendy

Regrets:

Cheema, Amandeep
Ferreras, Sal
Freeman, Tru
McElroy, Lori

Ex-Officio / Non-voting:

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

1. Call to Order

The meeting was called to order at 9:02 am.

2. Confirmation of Agenda

Moved by Carolyn Robertson; seconded by Jerry Murphy THAT the agenda be accepted.

Motion Carried

3. Approval of Minutes – September 12, 2014 and November 7, 2014.

Moved by Carolyn Robertson; seconded by Bruce Ferguson THAT the minutes of September 12, 2014 and November 7, 2014 be approved with one revision.

Motion Carried

4. Pending Business.

None.

5. Chair's Report

- Jennifer Au and Robert Wood reviewed the committee mandate and will present it today.
- Budget activity has been intense. 2015-16 budget is still in a deficit position and needs to be revised.

- The School of Business Faculty Council discussed its wait list, which was around 3,000 students. Every section has over four international students. In years three and four, that number is more than double. Faculty Council members met with the President and Provost and eight demand sections in years three and four have been added. They are all cost recovery, so will not add to the deficit.

6. Revised SSCAPP Mandate

Robert Wood presented a revised mandate.

It has been proposed to add two subcommittees, one on Teaching and Learning that would be headed by Todd Mundle, and one on Research and Scholarship that would be headed by Arthur Fallick. Voting responsibilities, mandate, and membership would be determined.

Arthur Fallick said that he would be willing to report on Research and Scholarship to this Committee, but not to form a subcommittee yet. He is presently developing a plan on research, and a Research and Scholarship subcommittee will be part of this plan.

It was agreed not to create these subcommittees at this time.

An amendment to section 9 was suggested : “Establish such subcommittees as needed to fulfill the Committee’s responsibilities, as well as reporting mechanisms for these subcommittees.”

A correction to the title was suggested for the Ex Officio Non-Voting member , Institution Analysis and Planning from Director to Executive Director.

It was suggested to add the Vice Provost, Students as an Ex Officio Non-Voting member.

There was a discussion on the wording of sections 1 and 6.

ACTION:

Jane Fee will forward copies of the relevant policies to Wendy Maxwell for distribution to the Committee.

All members will send suggested wording changes to sections 1 and 6 to Robert Wood by the end of December; Robert will discuss them with the Vice Chair of Senate and will propose revisions.

7. Bachelor of Design in Fashion & Technology: Block Transfer Articulation Agreement with the University of the Fraser Valley’s Fashion Diploma program

Carolyn Robertson presented this articulation agreement, which would enable third and fourth year students to transfer to KPU from the University of the Fraser Valley into the cohort program, based on available space. The implementation date is Jan 1, 2015.

Moved by Carolyn Robertson; seconded by Bruce Ferguson THAT the Bachelor of Design in Fashion & Technology: Block Transfer Articulation Agreement with the University of the Fraser Valley’s Fashion Diploma program be recommended to Senate, with a few minor wording changes.

8. Guidelines for Ethics Review of Course Based Research

Arthur Fallick distributed guidelines that were produced by the Research Ethics Board (REB), which is independent of the Office of Research and Scholarship. REB developed these guidelines to advise and assist faculty as research activities increase. The guidelines have been shared with the Provost, who suggested they be brought to this committee for information. It will be used university wide.

It was suggested that “human participants” be added to the title. It was also suggested that reference be made to the protection of privacy.

ACTION:

Arthur Fallick will ask the Chair of the Research Ethics Board about adding “human participants” and reference to the protection of privacy to the Guidelines for Ethics Review of Course Based Research, and invite him to a future meeting if deemed necessary.

Arthur Fallick will determine whether there is a policy for research involving animals.

9. Update on faculty without a Faculty proposal

Jennifer Au introduced this item by saying that a discussion has been going on for a couple of years at Senate Governance Committee to create a Faculty for 50 faculty members, mostly counselors, library, and learning centre faculty, who are currently not represented at Senate. They are currently revising their proposal for a new Faculty to be established. They plan to submit their proposal to the Provost within the next month, and it would come to this Committee early in 2015. It would have no budget implications. The only proposed change is to add Senate representation. Todd Mundle would be the Dean. The President is supportive of the proposal.

The process is for the proposal to go to the Provost for review, then to this Committee and the Senate Governance Committee, who would make recommendations to Senate. Senate would make a recommendation to the Board, which will be meeting in April. The new Faculty could be in place by September 2015.

10. Items for Discussion

None.

11. Adjournment

The meeting adjourned at 11:34 am.