



## MINUTES

### Senate Standing Committee on Academic Planning and Priorities

Friday, March 11, 2016, 9am

Surrey Campus, Cedar Building, Room 2110

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#### Present:

Jennifer Au, Chair  
Chamkaur Cheema  
Tru Freeman  
Andhra Goundrey  
Romy Kozak  
Sharon Leitch  
Jerry Murphy  
Carolyn Robertson  
Gillian Welton

#### Recorder

Lori Scanlan, University Secretariat

#### Ex-Officio / Non-voting

Salvador Ferreras  
Nadia Henwood  
Lori McElroy  
Todd Mundle

#### Regrets:

Arthur Fallick  
Jane Fee  
Bruce Ferguson  
Puneet Thiara  
Tom Westgate

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#### 1. Call to Order

The Chair called the meeting to order at 9:00am.

#### 2. Confirmation of Agenda

**Moved by Tru Freeman; seconded by Carolyn Robertson:**

**THAT the agenda be confirmed.**

**Motion Carried**

#### 3. Approval of Minutes of February 19, 2016

**Moved by Tru Freeman; seconded by Jerry Murphy:**

**THAT the minutes of February 19, 2016 be approved.**

**Motion Carried**

#### 4. Pending Business

##### 4.1. Teaching Fellows

Salvador Ferreras, Provost and Vice President Academic, provided background and an explanation of the structure and purpose of the role of "Teaching Fellow" at KPU. The committee discussed the three Teaching Fellow positions (Open Studies, Learning Outcomes, and Experiential Learning) and suggested a composition for the selection committee. As it applied to the use of "specialists", the committee determined that such a person would need not be a member of the selection committee since their expertise would primarily be required during the preliminary planning stages and likely would only be needed for advice on the Open Studies Teaching Fellow position.

**Moved by Carolyn Robertson; seconded by Tru Freeman:**

**THAT the following structure be approved as the membership for the Teaching Fellows Selection Committee:**

- 10 faculty members – 1 from each Faculty with the exception of the Faculty of Arts and Faculty of Business which shall have 2 members each.
- Provost
- Vice Provost, Teaching and Learning
- 1 Dean
- 1 Student (3<sup>rd</sup> or 4<sup>th</sup> year)

**One committee for all three Teaching Fellows with a commitment to two meetings, one for an orientation and the other for the selection of the Teaching Fellows.**

**Motion Carried**

**ACTION: The Provost will provide preliminary teaching fellow selection criteria for use at the April 8<sup>th</sup> SSCAPP meeting.**

**5. Chair's Report**

The Chair's report was received

**6. KPU Draft fiscal 2016/17 Budget**

The Chair informed the committee that the previously passed in-camera SSCAPP motion regarding the KPU Draft fiscal 2016/17 Budget needs to be moved, seconded and carried at an open meeting so that SSCAPP's endorsement could be made public and presented to Senate.

**Moved by Tru Freeman; seconded by Carolyn Robertson:**

**THAT the Senate Standing Committee on Academic Planning and Priorities consider the KPU draft fiscal 2016/17 budget and its allocation of funds consistent with Vision 2018 and the KPU Academic Plan, and endorse its presentation to Senate.**

**Motion Carried**

**7. Recognition of Post-Secondary Institutions**

Nadia Henwood, Associate Registrar, presented the committee with an information sheet to help guide the setting of criteria for SSCAPP's review of requests for granting recognition to post-secondary institutions. To ensure that future requests for recognition contained adequate information for SSCAPP to complete its review and make recommendations, the committee decided to develop a template which was transparent about the information each Faculty would be required to supply when submitting requests for recognition of Post-Secondary Institutions.

SSCAPP decided to form a subcommittee to refine the recognition criteria and produce a draft template for SSCAPP's review at the June 13<sup>th</sup> meeting.

**Volunteers for the sub-committee include:**

- Carolyn Robertson
- Romy Kozak
- Chamkaur Cheema
- Gillian Welton
- Jerry Murphy
- Nadia Henwood

**ACTION:** By noon on June 3<sup>rd</sup>, the sub-committee tasked with providing a draft template to review requests for recognition of post-secondary institutions will submit its criteria to the Senate office for inclusion in the June 13<sup>th</sup> SSCAPP Agenda Package.

**8. Research and Scholarship**

No report.

**9. Items for Discussion**

No items were brought forward.

**10. Adjournment**

The meeting adjourned at 10:07am.