MINUTES

Senate Standing Committee on
Academic Planning and Priorities (SSCAPP)

Friday, November 4, 2016, 9am

Surrey Campus, Cedar Building, Room 2110

Present:

Jennifer Au, Chair
Andhra Goundrey
Sharon Leitch
Caitlin McCutcheon
Denise Nielson
Carolyn Robertson
Angela Ryan
Tanvir Singh
Gillian Welton
Thomas Westgate

Ex-Officio / Non-voting

Salvador Ferreras
Nadia Henwood
Lori McElroy

Regrets:

Chamkaur Cheema
Stephanie Chu
Arthur Fallick
Jane Fee

Recorder

Lori Scanlan, Senate Office

1. **Call to Order**

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

2. **Confirmation of Agenda**

   Moved by Thomas Westgate; seconded by Caitlin McCutcheon:

   THAT the agenda be confirmed.   **Motion Carried**

3. **Approval of Minutes of October 14, 2016**

   Moved by Gillian Welton; seconded by Angela Ryan:

   THAT the minutes of October 14, 2016 be approved.   **Motion Carried**

4. **Chair's Report**

   The committee was informed that Senate approved the proposed criteria for recognition of post-secondary institutions or organizations. Senate noted that a process does not exist for the withdrawal of recognition, and it tasked the Office of the Registrar to develop a process in conjunction with IAP. This would be added to the procedures in Policy AR12.

   The Chair explained that Senate requested that subsequent revisions to the Field School Guidelines be forwarded periodically to SSCAPP for review and determination if the revisions are substantive enough to require presentation to Senate.

   SSCAPP was updated on its request for changes to its agenda submission and distribution deadlines. The Senate Office confirmed that as of January, 2017, the submission deadline will change to two weeks prior to the meeting date, with distribution one week prior. This new schedule may require some flexibility when the committee holds joint meetings with the Senate Standing Committee on University Budget.

   The Chair announced that she will be resigning as Chair of SSCAPP in order to focus on her work as Vice Chair of Senate and as Chair of the Senate Standing Committee on Curriculum

(SSCC) and its Subcommittee on Course Curriculum (SCC). SSCAPP will be electing a new committee Chair at its next meeting on December 2, 2016.

5. **Pending Business**

No business was pending.

6. **Program Relocation: Computer Aided Design & Drafting (CADD)**

A memo from the Provost's office regarding the relocation of the CADD program from the Faculty of Trades and Technology to the Faculty of Science and Horticulture was received. The Provost, Salvador Ferreras, explained that the CADD programming more closely aligns with that of the Faculty of Science and Horticulture. The budget for the program will remain intact and will transfer to the Faculty of Science & Horticulture. The relationship between the training provided by CADD and its fit with programs within the Chip and Shannon Wilson School of Design was discussed. A curricular partnership between CADD and the Chip and Shannon Wilson School of Design was encouraged.

Unrelated to the agenda item, the Chair asked if the Provost might articulate his vision of how SSCAPP could support academic priorities and plans of KPU. The Provost shared how SSCAPP could be a vehicle to bring important education-focused discussions, trends and goals such as competency based learning and the Truth and Reconciliation Calls for Action to Senate.

7. **Appointment of a SSCAPP member to the Creative Capital Fund Selection Committee**

The Chair informed SSCAPP that a new member will need to be appointed to the Creative Capital Fund Selection Committee because the previous appointee's position on SSCAPP was declared vacant as a result of the recent Senate By-election.

Thomas Westgate agreed to be nominated.

Moved by Angela Ryan; seconded by Carolyn Robertson:

THAT the Senate Standing Committee on Academic Planning and Priorities appoints Thomas Westgate from its committee membership to the Creative Capital Fund Selection Committee.

Motion Carried

8. **Notice of Election of Committee Chair**

The committee was informed that the current Chair would be stepping down and that an election for the position of Chair would occur at the December2, 2016 meeting of SSCAPP. This will be a by-election for the remainder of a two-year term. The term of office will be from December 2, 2016 to August 31, 2018.

9. **Standing Items:**

   9.1. Research and Scholarship (no report)

   9.2. Teaching and Learning (no report)

10. **Items for Discussion**

No items were brought forward.

11. **Adjournment**

The meeting adjourned at 9:27am.