



Academic Unit Planning Committee

AGENDA

January 27, 2025

13:00-14:00 pm NT | [Microsoft Teams](#)

LAND ACKNOWLEDGEMENT

We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu and Inuit of this province.

1. Approval of the Agenda

1.1. Meeting of January 27, 2025

2. Approval of the Minutes

2.1. Meeting of December 19, 2024 (Appendix A, pp. 2-5)

3. New Business

3.1. Academic Unit Planning

3.1.1. Academic Unit Planning Status Report

3.1.2. Department of Economics; One-Year Report

3.1.3. Updates

3.1.3.1. Labrador Meeting, January 2025

3.1.3.2. Department of Biochemistry; program timelines

3.1.3.3. Department of Ocean Sciences; response to Unit

3.2. Senate

3.2.1. January Senate meeting; notable items

3.2.2. March Senate meeting; drafting mini-presentation

3.3. AUPC Report

3.3.1. CIAP Preliminary Report on Small Units at St. John's Campus; update

3.3.2. AUPC Report on the Administrative Plights of Small Units; update

4. Other Business

MEMBERSHIP

Dr. A. Dorward, Chair

Dr. S. Giwa, Vice-Chair

Dr. E. Kendall

Ms. C. Walsh

Mx. A. Zedel (MUNSU)

Ms. A. White (MISU)

Mx. J. Joy (GCSU)

Mr. S. Shah (GSU)

Ms. M. MacLean, Secretary

Mr. B. Mishkat (non-voting)

Appendix A – December Minutes

Academic Unit Planning Committee

AGENDA

December 19, 2024

13:30-14:30 pm NT | [Microsoft Teams](#)

CHAIR

Dr. A. Dorward

SECRETARY/RECORDING

Ms. M. MacLean

PRESENT

Ms. C. Walsh

Dr. E. Kendall

Mx. J. Joy (GCSU)

ABSENT

Mx. A. Zedel (MUNSU)

Ms. A. White (MISU)

Mr. S. Shah (GSU)

REGRETS

Dr. S. Giwa

Dr. A. Dorward read Memorial University's Land Acknowledgement.

Meeting called to order at 13:36 by A. Dorward.

1. Approval of the Agenda

1.1. Meeting of December 19, 2024

A draft agenda for the meeting was circulated on Brightspace.

MOTION J. Joy/ C. Walsh

RESOLVED that the agenda be approved as circulated.

No discussion.

CARRIED

2. Approval of the Minutes

2.1. Meeting of November 25, 2024 (Agenda Appendix A, pp. 2-5)

A draft of the minutes for the meeting of was circulated on Brightspace.

MOTION C. Walsh/J. Joy

RESOLVED that the minutes be approved as circulated.

No discussion.

CARRIED

3. New Business

3.1. Academic Unit Planning

3.1.1. Academic Unit Planning Status Report

- Education – panel report forwarded by Dean of Record to Unit Head; 14 days added to timeline to accommodate exams/holidays.
- Medicine: PHAHS – panel report forwarded by Dean of Record to Unit Head; 14 days added to timeline to accommodate exams/holidays.
- School of Music – panel report has had 14 days added to timeline to accommodate exams/holidays.
- HSS – Economics – Unit Head requesting January submission for one-year report to accommodate exams/holidays.
- HSS – MLLC - Dean of Record and Unit Head continue to develop Unit Response and Action Plan.
- HSS – Political Science – official launch scheduled for January 28th 13:00.
- Science – Biochemistry – to be discussed further this meeting.
- Science - Chemistry – site visit tentatively scheduled for March 11-13th.
- Science – Mathematics – official launch tentatively scheduled for January or February faculty meeting (last week of the month).
- Physics & Physical Oceanography – self-study report submitted to Dean of Record for approval; list of panelist candidates sent to Dean of Record and Dean of SGS for approval.
- MI School of Fisheries – 3 panelists confirmed for site visit tentatively scheduled for March 24-26th.

Department of Biochemistry met with AUP Coordinator to discuss timeline schedule for next January (W2025) and sought AUPC's feedback regarding adjustment to timeline to reflect their transition from Biochemistry to Human Biosciences. AUPC agrees consistency in messaging by having full undergraduate cohort of Human Biosciences present would be beneficial.

- Secretary to email Unit Head to confirm when first graduates of Human Biosciences will occur and their proposed revised schedule.

3.1.2. Faculty of Science, Department of Ocean Sciences

Review of supplemental document the Unit forwarded to AUPC. Noted by committee as very rationale and logical document that outlines their current issues and proposed solutions (i.e. Director, facilities).

- Secretary to email Unit Head acknowledging document, AUPC's interest in advocating/collaborating, and potential recipients for next stage of communication together (i.e. AVPA, Senate).

3.2. Senate

3.2.1. December meeting

Senate included AUPC Annual Plan.

March 2025 Senate meeting for AUPC mini-presentation.

- Chair will post to Teams draft presentation for committee review.

3.2.2. Grenfell member nomination of P. Ride

Confirmation for appointment not yet received by AUPC.

- Secretary to email Dr. Ride invitation to attend January AUPC meeting in a non-voting role. Once confirmed appointment, member can vote.

3.3. AUPC Reports

3.3.1. CIAP Preliminary Report on Small Units at St. John's Campus (update)

AUPC finalizing formal report of data sets sent in 2024 to AUPC.

- B. Mishkat to forward completed AUPC report to AUPC Secretary; once received will post to Brightspace.

3.3.2. AUPC Report on the Administrative Plights of Small Units

Chair noting draft report is available on Teams for final feedback and commentary.

- Committee to review draft report and encouraged to add revisions/comments directly on Teams.

4. Other Business

C. Walsh/E. Kendall motioned for adjournment.

A. Dorward adjourned meeting at 14:16.

MEMBERSHIP

Dr. A. Dorward, Chair
Dr. S. Giwa, Vice-Chair
Dr. E. Kendall
Ms. C. Walsh

Mx. A. Zedel (MUNSU)
Ms. A. White (MISU)
Mx. J. Joy (GCSU)
Mr. S. Shah (GSU)

Ms. M. MacLean, Secretary
Mr. B. Mishkat (non-voting)