

Academic Unit Planning Committee Meeting

March 22nd, 2021

1 PM

Online: WEBEX

Attendance:

Unable to attend:

<p>Ed Kendall, Medicine Ann Dorward, Medicine Keith Matthews, CIAP Rob Nolan, CIAP Karen Parsons, Nursing Derek Semerad, MUNSU Charlene Walsh, Marine Institute</p>	<p>Veronica Madsen, GSU Vacant Vacant, MISU Vacant, GCSU</p>
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1. Welcome

a. Review of Agenda

E. Kendall asked for approval of agenda. Agenda approved as circulated.

b. Approval of Meeting Notes – February 22nd 2021

E. Kendall asked if there were any errors or omissions in the meeting notes. Meeting notes approved as circulated.

2. AUP Status Report

R. Nolan provided detailed AUP status report. Details are as follows:

Launches

- Medicine Grad Cluster 2 – Launch held March 2nd
- Classics – Launch held March 4th

Self Study Reports

- Folklore – self-study report received by Dean of HSS. I’ve asked Dean of HSS whether the department is willing to hold panel during the Spring semester.
- Sociology – Self-study on-track to be submitted by April 1. Department has indicated that they would like to wait until the Fall semester to hold panel.
- English – due April 30 – on-track. Department has indicated they are interested in hosting a remote panel during the Spring semester. Planning is ongoing.
- Med Grad Cluster 1 – Expected soon

Panel Reports

- Social Work – Dean has submitted Unit Response to AVPA and is scheduling a meeting to discuss. Action plan will be submitted end of April.
- Geography – Panel report is significantly delayed. I have reached out to panel chair (Dr. Greg Dunning) for an update.

Update Reports

- Religious Studies – one-year report submitted March 5th. On today's agenda.
- Business Administration – one-year report submitted March 12th. On today's agenda.
- Anthropology – on-track to submit report to Dean of HSS by end of March.

Other Updates

- Math & Stats – Due Nov 2020 - overdue. Dean's Office looking into it.
- Biology – Overdue. Dean's Office looking into it.
- Science Interdisciplinary Grad Programs – Overdue. Dean's Office looking into it. The Associate Dean is on administrative leave which has led to this delay.
- MI programs – overdue. Rob looking into it.
- Grenfell – overdue. Rob looking into it.

Committee members voiced sympathy for units that are delayed due to issues related the COVID-19 pandemic. It was noted that Dr. Abrahams will return to the role of Dean of Science in the Spring semester, and Dr. Ailsa Craig has taken on the role of interim Dean of HSS.

3. AUP Reports for Review

a. Department of Religious Studies One-Year Update

E. Kendall introduced discussion of one-year update report from the Department of Religious Studies and opened the floor to discussion. Discussion ensued and included:

- Concerns expressed regarding stress on faculty and staff in the Department of Religious Studies due to lack of resources;
- Concerns voiced around the sustainability of the Department of Religious Studies as it currently stands. A short-term solution appears necessary to ensure success of the unit;
- Should the AUPC engage with the Dean of HSS regarding support for the Department of Religious Studies? Committee members agreed that a letter should be sent to the Dean of HSS highlighting concerns raised from this report.

Action item 1: prepare a letter acknowledging acceptance of one-year update report.

Action item 2: prepare a memo to Dean of HSS voicing concerns regarding the current situation for the Department of Religious Studies, and suggesting increased administrative support may be needed.

Action item 3: prepare a letter to Department Heads and or Dean in HSS to recruit a faculty member of HSS for AUPC membership.

b. Faculty of Business Administration One-Year Update

E. Kendall introduced discussion of the one-year update report from the Faculty of Business Administration. Discussion ensued and included:

- Curriculum mapping was discussed in the report. This is an ongoing discussion with AUPC and CITL;
- Questions raised regarding how students map their degree programs and how students determine what courses are active and when they are offered;
- Document was well-prepared and thorough;
- Report noted that there is an initiative focused on graduate student retention, and it is unclear what is meant by this;
- Report included discussion of comprehensive examinations in PhD programs. School of Graduate Studies allows units to offer comprehensive exams in their own format;

Action item: letter acknowledging receipt and acceptance of the report will be prepared and submitted to the Dean of Business Administration.

4. Other Business

a. Update re Meeting with Medicine

E. Kendall provided background on meeting with Medicine. On Friday, March 19th, E. Kendall, K. Matthews, and R. Nolan met with the Dean and other representatives from the Faculty of Medicine to discuss AUP for medicine undergraduate program. K. Matthews and R. Nolan will review accreditation requirements for Medicine and will meet with the Accreditation manager, Brian Kerr, to discuss the way forward. Discussion ensued and included:

- It was noted during the meeting with Medicine that medicine post-graduate programs are currently included in the University Calendar and the AUPC questioned whether this is appropriate given the nature of the programs and the relationship of those programs with Memorial University. Academic programs in the Calendar should be reviewed under the AUP process, but the residency programs are not currently included in AUP;
- Faculty of Medicine voiced concerns regarding potential duplication of efforts and added workload for units that undergo external accreditation process and/or a strategic planning process.
- Accreditation and AUP processes should be complimentary to each other, and it may be possible for units to use data/documentation from accreditation toward fulfillment of AUP requirements. This would be a significant change for AUPC and would require Senate approval should this approach be preferred;
- It was noted that there are key differences between some accreditation processes and AUP requirements, and key requirements would need to be met;

- It was noted that specific AUP review – in addition to accreditation and other strategic planning processes – is valuable;
- While it is the responsibility of AUPC to oversee AUP process, it is the responsibility of academic units to be aware of and meet Senate requirements for the AUP process;

Action item: K. Matthews and R. Nolan will review accreditation requirements for Medicine and will meet with Brian Kerr, accreditation manager, to discuss how to integrate medicine undergraduate into AUP.

5. Next Meeting and Adjournment

The next meeting of AUPC will be held at 1PM on Monday, April 26th.

The meeting was adjourned at 2:05PM.