

# Academic Unit Planning Committee Meeting

February 28, 2022

1 PM

Online: WEBEX

**Attendance:**

**Unable to attend:**

<p><b>Ed Kendall</b>, Medicine (Chair)  <b>Ann Dorward</b>, Medicine  <b>Mary Feltham</b>, GCSU  <b>Rob Nolan</b>, CIAP  <b>Karen Parsons</b>, Nursing  <b>Charlene Walsh</b>, Marine Institute</p>	<p><b>Ali Ghamartale</b>, GSU                  Vacant                  Vacant, MUNSU                  Vacant, MISU</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 - January 24<sup>th</sup> 2022**

E. Kendall asked if there were any amendments suggested for minutes.

Error noted in item 4b: “Nursing...” – incomplete sentence.

January 24<sup>th</sup> meeting notes approved with this amendment.

**2. AUP Status Report**

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

**Self Study Reports**

- **Med Grad Cluster 1** – Report is delayed. A Dorward provided brief update noting that self study report for Med Grad Cluster 1 is still under development.
- **Ocean Sciences** – Report is due to Dean’s Office by end of February. We have asked Dean of Science for an update.

**Panel Reviews**

- **Philosophy** - Panel is scheduled to begin April 4<sup>th</sup> and will run until April 13<sup>th</sup>.
- **Folklore** – Panel is scheduled to begin March 25<sup>th</sup> and will run until April 12<sup>th</sup>.
- **Classics** – Panel will likely be held late-April. We are still confirming panelists.

## Panel Reports

- **English** - Panel report was accepted by Dean of HSS on Feb 12<sup>th</sup>. Unit response and action plan are due by May 12<sup>th</sup>.
- **Sociology** – Panel was granted an extension to end of February. Panel report was sent to Dean today.

## Update Reports

- **Political Science** – This report is on today's agenda for review.

Committee voiced concerns regarding volume of overdue reports. It was noted that there are multiple interim Deans at the moment, and there will soon be an interim Provost, which will likely cause further delays.

## 3. AUP Reports for Review

### a. Department of Political Science – One-year progress report

E. Kendall opened discussion of the one-year progress report for the Department of Political Science. Discussion ensued and included:

- Formatting of this one-year progress report does not match the recommended formatting;
- This one-year report does not address all items found in their action plan;
- The report shows progress towards accomplishing the action plan;
- In response memo, it should be noted that there is a standard template for one-year and three-year progress reports. The memo should request that the three-year progress report use this template, and respond to all recommendations;

**Action item:** R. Nolan will prepare response memo and include information as noted above.

## 4. Other Business

### a. Program clusters for Grenfell Campus

R. Nolan provided background. Dr. Piercey-Normore, Dean of the School of Science and Environment at Grenfell Campus, has requested that the School of Science and Environment be reviewed in three clusters as follow:

1. BSc in each of Computational Math and Physics
2. BSc in each of the Environment Science and General Science programs, as well as the MSc-BEAS and the PhD-BEAS programs.
3. BES in Environment and Sustainability (two majors in Environmental Science and Sustainable Resource Management), MA in Environmental Policy, PhD in Transdisciplinary Sustainability, and the MSc in Applied Geomatics.

The AUP Procedures (2020) outline two clusters for the Grenfell Campus School of Science and Environment, as appointed by the Dean of Record. Dr. Piercey-Normore is arguing that division into two clusters is insufficient, and is therefore suggesting the clusters above.

Discussion ensued and included:

- Is there a minimum number of programs that should be included in clusters? No minimum, but we should ideally have divisions by units or administrative groupings;
- Was there a leadership responsibility suggested for each cluster? No. There would need to be a “unit head” defined for each cluster;
- The suggested grouping in the email from the Dean was by program as opposed to administrative structure. AUPC would prefer groupings to be unit-based or divided by administrative structure to enable proper planning;
- Are there Associate Deans within the School of Science and Environment? If so, it would make sense for the clusters to align with the Associate Deans portfolios;
- We should respond to the Dean of School of Science and Environment to ask 1) what the administrative responsibility would be for each proposed cluster, 2) what the faculty compliment would be in each proposed cluster, 3) the potential overlap in faculty and resources between proposed clusters;

**Action item:** R. Nolan will prepare memo to Dean of School of Science and Environment asking for the above-noted information.

## 5. Next Meeting and Adjournment

March meeting will be held at 1 p.m. on March 28<sup>th</sup>.

Meeting adjourned at 1:45 p.m.