

Academic Unit Planning Committee Meeting

April 25, 2022

1 PM

Online: WEBEX

Attendance:

Unable to attend:

<p>Ed Kendall, Medicine (Chair) Ann Dorward, Medicine Mary Feltham, GCSU Ali Ghamartale, GSU Rob Nolan, CIAP Karen Parsons, Nursing Charlene Walsh, Marine Institute</p>	<p>Vacant Vacant, MUNSU Vacant, MISU</p>
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1. Welcome

a. Review of Agenda

E. Kendall asked for approval of agenda. E. Kendall added two items: 1) Responding to Frameworks and Plans and 2) Senate Reform. Agenda approved with additions.

b. Approval of Meeting Notes - March 28th 2022

E. Kendall asked for errors or omissions in Mar 28th minutes. Minutes approved as circulated.

2. AUP Status Report

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

Panel Reviews

- **Folklore** – Panel finished on April 22nd. Panel report due Monday, May 23rd.
- **Philosophy** - Panel is ongoing and the last meeting will be held on April 26th.
- **Classics** – Panel is scheduled to begin on May 5th and will run until May 18th.
- **Economics** – Self study report is on-track. Four panelists are confirmed for Fall 2022.

Self Study Report

- **Ocean Sciences** – Self study was submitted by the Dean’s Office on April 15th. We have a list of potential panelists, and are in the progress of confirming. We have confirmed two internal panelists and are actively recruiting external panelists.

3. AUP Reports for Review

No reports for review at this meeting.

4. Other Business

a. Oversight of Decanal Plans

E. Kendall introduced discussion of this item. Academic Deans have been asked to prepare strategic plans for their faculties/schools. There is currently no reference to such plans in the AUP procedures, and we will need to added language regarding these plans so that academic units will reference the plans during the AUPC process. Should AUPC be responsible for oversight of these plans? This is up for discussion by this committee. Discussion ensued and included:

- Who is responsible for deciding the Terms of Reference and/or purview for our committee? The Senate Committee on Committees, as delegated by Senate, oversees the responsibilities of Senate Committees. However, AUPC is required to review and update Terms of Reference at least once per year.
- Decanal plans will likely link well to Academic Unit Planning.

b. Motivating Units Through Process

E. Kendall introduced discussion. There are persistent challenges in keeping units on-track and on-time through academic unit processes. Work has been done to mitigate these issues, including the development of a guide for Deans considering extension requests; however, it appears that more motivation is required. This issue was raised with Dr. Strzelczyk prior to her departure as Provost, and the conversation will continue with the interim Provost.

c. AUP Procedures

E. Kendall introduced discussion. AUPC needs to update procedures to integrate support of *Transforming Our Horizons*. We will need to review and comment on AUPC Terms of Reference at the beginning of 2022-23 academic year (September), and it will be useful to update procedures ahead of time.

d. Responding to Plans and Frameworks

E. Kendall introduced discussion. AUPC should provide commentary to Senate on plans and frameworks, and particularly how the AUP process supports *Transforming Our Horizons*. PBC currently oversees plans and frameworks.

Action item: E. Kendall will prepare memo to Senate regarding AUPC role in plans and frameworks.

e. Senate Reform

E. Kendall introduced discussion. There is ongoing work to review and reform Senate and Senate sub-committees. Discussion ensued and included:

- An environmental scan of similar committees was conducted for MUN's Planning and Budget Committee, and a scan of committees similar to AUPC across Canada may be helpful.

- We should consider how we would like AUPC and Senate to work and then propose how that can be achieved.
- Discussions of Senate Reform are ongoing, and AUPC members can provide input and feedback into the process. Topics of reform under consideration include: should the chair be elected? should there be less ex-officio members?

5. Next Meeting and Adjournment

May meeting was scheduled for May 23rd, which is the May 24th holiday. We will send a new Doodle Poll to committee members to reschedule.

Meeting adjourned at 1:55 pm.