

Academic Unit Planning Committee Meeting

September 26th, 2022

1 p.m.

Online: WEBEX

Attendance:

Unable to attend:

<p>Ed Kendall, Medicine Md Mahe Chowdhury, GSU Sulaimon Giwa, Social Work Rob Nolan, CIAP Karen Parsons, Nursing Charlene Walsh, Marine Institute</p>	<p>Ann Dorward, Medicine Isabel Ojeda, MUNSU Vacant, GCSU Vacant Vacant, MISU</p>
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1. Welcome

a. Review of Agenda

R. Nolan asked for approval of agenda. E. Kendall asked to add “Letter from Sociology” to Other Business. Agenda approved with this amendment.

b. Approval of Meeting Notes - August 22nd 2022

E. Kendall asked for errors or omissions in August 22nd minutes. Minutes approved as circulated.

Mover: Charlene; **Seconder:** Ed

2. Election of Chair and Vice-Chair

R. Nolan asked for nominations for chair and vice-chair.

E. Kendall nominated A. Dorward. A. Dorward elected vice-chair by acclamation.

S. Giwa nominated E. Kendall. E. Kendall elected chair by acclamation.

3. AUP Status Report

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

Launches

There are seven launches being planned for the Fall semester:

- Music: Dean has agreed to launch AUP this Fall. We are working on scheduling a date and time.
- Modern Languages, Literatures, and Cultures: 1-2 on September 28th

- Engineering: Dean of Engineering has asked for Faculty of Engineering and Applied Sciences to be reviewed under AUP as a departmentalized Faculty. Therefore, there will be five AUP units under the Faculty of Engineering and Applied Sciences: Mechanical and Mechatronics, Electrical and Computer, Civil, Ocean and Naval Architecture, and Processing. Dean of Engineering is meeting with unit heads on October 19th and will notify us of which two departments will launch during Fall 2022.
- Human Kinetics and Recreation: Launch was successfully held on September 20th
- Grenfell School of Science and Environment: Dean of SSE has agreed to launch with the School as the unit of analysis during Fall 2022. We are working with the Dean to schedule a launch.
- Earth Sciences: Launch was successfully held on September 14th
- Chemistry: Launch was successfully held on September 23rd

Self Study Reports

- Education – self-study report will be slightly delayed. Faculty expects to survey students mid-Fall and complete report by end of Fall 2022
- Pharmacy – due October
- Physics – due November
- Economics – extension granted to February 2023

Panel Reviews

Three panel reviews being planned:

- History – October 13-15
- Ocean Sciences – December 8-10
- Medicine Grad Cluster 1 – November 17-19

Summary Report

- Sociology - summary report on this agenda.

One-Year Update Report

- Social Work – update report on this agenda

4. AUP Reports for Review

a. School of Social Work – One-year Report

E. Kendall introduced discussion of the one-year report for the School of Social Work, and asked for discussion. Discussion included:

- Document is thorough, well-structured, and addresses individual recommendations;
- It was highlighted in report that (under item 1a) capacity in course was increased, but total enrolment was increased from 80 to 100 which led to the same number of sections being required. This is related to the conversation regarding limits on enrolment set by government based on workforce needs. Dr. Giwa clarified that increase of enrolment from 80 to 100 was based on recommendations of a Social Work panel which looked at the needs of the workforce;
- PhD program is mostly part-time – how does this operate? Discussion ensued regarding part-time PhD programs for professional programs such as Nursing and Social Work. The program is designed to facilitate

students who are working full-time. There is a residency requirement that students will need to work in a residency full-time for part of their program.

Action item: R. Nolan will prepare memo for the School of Social Work thanking them for the submission of this report and noting deadline for submission of three-year report.

b. Department of Sociology – Lay Summary

E. Kendall introduced discussion of the Summary Report for the Department of Sociology and asked for commentary. The committee members noted that the summary is succinct and well structured;

Action item: R. Nolan will write to Department to thank them for submission and notify that the document will soon be published online. CIAP will publish the document online.

5. Other Business

a. AUP Procedures

E. Kendall introduced discussion. AUPC is reviewing AUP Procedures document to update language and integrate Transforming Our Horizons into document. Some committee members have submitted feedback. R. Nolan will integrate feedback received thus far and distribute to committee members for further feedback.

Action Item: R. Nolan will integrate feedback into one document and distribute to committee members.

b. Considerations for Consulting with Students

E. Kendall introduced discussion of draft document. R. Nolan provided context and explained document to committee members.

- We should include discussion of how ongoing student engagement (eg. graduating surveys, course surveys, etc) might filter into engagement for the self-study report.
- This should be added as an appendix to the AUP Procedures.

Action item: R. Nolan will update document, publish online, and add to appendices of AUP Procedures.

c. Letter regarding Sociology

E. Kendall explained that a letter was sent to select members of the AUPC from a faculty member of the Department of Sociology. The letter was marked confidential, and Ed has responded to ask if it can be shared with the full committee for discussion. This will likely be discussed on the next agenda of AUPC.

6. Next Meeting and Adjournment

August meeting is currently scheduled for 1 p.m. on October 24th, 2022

Meeting adjourned at 2:01PM.