
JOINT SENATE STANDING COMMITTEE ON ACADEMIC PLANNING AND PRIORITIES AND ON UNIVERSITY BUDGET

Regular Meeting
Friday, March 8, 2024
10:00 a.m. – noon
MS Teams Online

JOINT AGENDA

1. Call to Order and Territorial AcknowledgementCarley Hodgkinson 10:00
2. Approval of Agenda
3. Approval of Minutes, January 5, 2024
4. Chairs’ ReportCarley Hodgkinson 10:05
5. Items for Discussion 10:10
6. Adjournment of Joint Committee

SSCAPP AGENDA

7. Associate Vice-President, Teaching and Learning ReportLeeann Waddington 10:15
8. New Business
 - 8.1. Program Discontinuance: Bachelor of Arts, Major in Community Criminal Justice
..... Carroll Boydell 10:20
 - 8.2. Program Discontinuance: Bachelor of Arts (Hons), Major in Community Criminal Justice
..... Carroll Boydell 10:25
9. Items for Discussion 10:30
10. Adjournment

**JOINT SENATE STANDING COMMITTEE ON
ACADEMIC PLANNING AND PRIORITIES AND
ON UNIVERSITY BUDGET**

**Regular Meeting
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SSCAPP Voting Member Quorum: 5		
Allyson Rozell Andhra Goundrey Andre Iwanchuk Diane Van der Gucht Fiona Whittington-Walsh	Ishant Goyal Sharmen Lee Shelley Strimbold	Alan Davis, Vice-Chair
		Non-voting
		Catherine Schwichtenberg Daniel Bernstein Diane Purvey Leeann Waddington Lori McElroy Melinda Schram Zena Mitchell
Regrets		Guests
Andreas Schwartz		Jamie Lamont
SSCUB Voting Member Quorum: 6		
Caroline Daniels Carley Hodgkinson, Chair Fergal Callaghan Fiona Whittington-Walsh Mike Mann	Reza Khakbaznejad Seanna Takacs Simren Sandhu Stefanie Singer Syeda Hafsa Travis Higo	Alan Davis
		Non-voting
		Catherine Schwichtenberg Chervahun Emilien Diane Purvey Peter Smailes
Regrets	Senate Office	Guests
Laura McDonald Stephanie Howes	Michelle Molnar Sonia Orlu (recorder)	Jamie Lamont Jeff Dyck Kristin Kidd

1. Call to Order and Territorial Acknowledgement

The Chair, Catherine Schwichtenberg, called the meeting to order at 10:02 a.m.

2. Approval of Agenda

Sharmen Lee moved the agenda be confirmed as circulated.

The motion carried.

3. Approval of Minutes, November 24, 2023

Caroline Daniels moved the minutes be accepted as circulated.

The motion carried.

4. Chairs' Report

Chair, Catherine Schwichtenberg acknowledged Carley Hodgkinson, the newly acclaimed Chair of the Senate Standing Committee on University Budget (SSCUB). Schwichtenberg noted that she and Hodgkinson will share chair duties for the Joint Committee moving forward.

5. New Business

5.1. Fiscal 2024-25 University Budget

Chervahun Emilien, Chief Financial Officer, presented the Fiscal 2024-25 University Budget to the committee (see agenda package).

The committee engaged in a comprehensive discussion on various aspects of the budget. Key points included the clarification that positions funded under the new budget are predominantly backed by one-time funding, implying these roles are not permanent.

Emilien elaborated on the allocation of the \$1.1 million increase in administrative salaries, highlighting significant investments in strategic positions. These include \$250,000 for the Office of Equity and Inclusive Community, \$210,000 for facilities management, \$171,000 towards Human Resources for accommodation specialists and reclassifications, and \$120,000 for IT for an Information Security Manager. Provost Diane Purvey explained that the allocation of \$400,000 in the academic portfolio is for hiring faculty earlier to facilitate better orientation and course preparation. This initiative is a pilot and is part of the one-time-only (OTO) funding for the next fiscal year.

Further inquiries revolved around the decrease in the academic capital budget, where Emilien clarified that the decrease was due to the completion of several significant projects. However, funds from the previous year are being carried forward for ongoing projects.

The committee also discussed the financial management strategy, particularly the challenges of operating within a surplus and the constraints imposed by the ministry. Emilien and President Alan Davis emphasized the difficulties of budgeting within the existing framework, highlighting the need for a more flexible approach to financial planning.

Additionally, the committee addressed the university's revenue composition, with Emilien noting that the Ministry operating grant constitutes about 33% of total revenue, with international student tuition being a significant revenue source. There were concerns about the recent government announcements on international students potentially impacting this revenue stream.

Allyson Rozell moved the Senate Standing Committees on Academic Planning and Priorities and University Budget recommend that the Senate endorse and advise the President that the draft Fiscal 2024-25 Budget aligns with the Budget Principles and Priorities, as presented.

The motion carried.

5.2. Program Suspension: Bachelor of Horticulture Science, Major in Urban Ecosystems

A program review conducted in 2019 revealed that significant changes and a potential redirection of the program's focus were required. It was noted that more time was needed to complete these changes, leading to the proposal of a suspension period extending until August 2025.

Jamie Lamont, Chair – School of Horticulture, emphasized that during the suspension period, students currently enrolled in the program would receive support and guidance from the advising department and the Chair's Office. However, a specific restart date for the program could not be determined at that time.

The proposed suspension, from January 2023 to August 2025, is intended to allow sufficient time for the necessary program modifications and to go through the governance process, aiming to relaunch the program in the fall semester of 2025.

Catherine Schwichtenberg acknowledged the extensive review and work ahead, also noting that this program review is occurring alongside a broader department program review.

Allyson Rozell moved the Joint Senate Standing Committee on Academic Planning & Priorities and on University Budget recommend that Senate approve the extension of the suspension of the Bachelor of Horticulture Science, Major in Urban Ecosystems program until August 2025.

The motion carried.

6. Adjournment of Joint Committee

The joint portion of the meeting was adjourned at 11:04 a.m.

7. Associate Vice-President, Teaching and Learning Report

In addition to her written report, Leeann Waddington, Associate-Vice-President, Teaching and Learning highlighted the completion of additional technology-enhanced classrooms and the establishment of a lightboard recording studio at the Langley campus. This innovative studio, particularly beneficial for science and math departments, features a transparent whiteboard, allowing instructors to create visually engaging content. The recorded material shows instructors and their notes or diagrams in a clear, student-friendly format, enhancing the learning experience.

Waddington also discussed a new scheduling process developed in collaboration with the Registrar's office for these technology-enhanced classrooms. This process aims to ensure that the facilities are accessible to those who need them most. Additionally, with the Teaching and Learning team's offices currently undergoing a refurbishment, staff have been temporarily distributed across various campuses. This unique situation is being leveraged to enhance campus-wide engagement. The team plans to conduct rounds and organize open houses on all campuses, utilizing this opportunity to showcase the new spaces and innovative tools available.

Finally, Waddington informed the committee that a pilot program for onboarding new faculty, conducted with the School of Business, saw the successful integration of 10 faculty members through a blend of synchronous learning and online modules. This program was designed to develop teaching expertise and assist in course preparation. The feedback from the participants was highly positive, noting the exceptional level of support and orientation compared to other institutions. Waddington noted that discussions are ongoing regarding the timeline and details of the onboarding process, which will soon be presented to the Deans group for further discussion and implementation.

8. Adjournment

The meeting was adjourned at 11:12 a.m.

Associate Vice President, Teaching and Learning:
**Report to The Senate Standing Committee on Academic Planning & Priorities
and The Senate Standing Committee on University Budget**
March 8, 2024 (for the period of January 19, '24 to February 16, '24)

EVENTS & UPDATES

- The Teaching & Learning Commons office refresh is complete! We would like to welcome you to come and have a look at our new space ! The space includes a drop in area called the Commons Community Corner where we hope to create space for connection, collaboration, and innovation. Feel free to use this area when you are on campus and in need of space to work. We are still located in the Library building at Arbutus 2400
- The TL Commons has curated some material to support faculty in their understanding and exploration of Generative AI in particular as it relates to their work as an educator. We have prepared a playlist in the KPU LinkedIn learning account to support you to learn at your own pace. To access this curated material click [HERE](#) Login with the same email address you use for LinkedIn.com or your organization email And start learning!
- Our February T&L Commons newsletter has been published. [Read it here!](#)

WORKSHOPS AND EVENTS

- Check out our spring learning opportunities [here!](#)
- TL commons hosted the following events in our new Space.
 - Chair Chats: February 20 2:00-4:00PM
 - We're excited to invite faculty to see our office refresh which includes a space for partnering with you! Partnership with Department Chairs is an important part of our work and we would love to have you join us in The "Commons Community Corner" for connection, brainstorming and consultation.
 - Generative AI Community of Practice: February 22 1:00-3:00PM
 - The TL Commons is initiating a community of practice to bring together educators who are considering using Generative AI in their courses or to support their work. It is our intention that this group will work together to develop knowledge, share use cases and inform KPU leadership decisions around Generative AI tools, policies and processes. Everyone is welcome.
 - Convocation Week: February 26 and February 28 12:00-2:00PM
 - TL Commons is excited to invite faculty to see our office refresh which includes a space for partnering with you! The "Commons Community Corner" provides a cozy space for consultations, collaboration or coffee with a friendly face!

LEARNING TECHNOLOGIES

- Foundations of Teaching Excellence (FTE) modules have been updated. Effective February 05, 2024, those who were previously enrolled in the FTE have been migrated over to the new FTE courses and will not lose any badges they have earned. Please reach out to tlcommons@kpu.ca with any questions or concerns.
- Moodle is being upgraded to version 4.1 at the end of spring semester (more details to come). Improved user interface, accessibility and functionality will be provided. Additionally, Moodle is the final component of converting KPU to a unified login approach that uses email address for log-in, this process begins in February and both logins will work until May.

SENATE STANDING COMMITTEE ON ACADEMIC PLANNING & PRIORITIES

Agenda Number: 8.1

Meeting Date: March 8, 2024

Presenter(s): Carroll Boydell

AGENDA TITLE: Program Discontinuance: Bachelor of Arts, Major in Community Criminal Justice

ACTION REQUESTED: Motion

THAT the Senate Standing Committee on Academic Planning & Priorities recommend that Senate approve the discontinuation of the Bachelor of Arts, Major in Community Criminal Justice, effective September 1, 2024.

COMMITTEE REPORT

Context and Background

Intakes to the Bachelor of Arts, Major in Community Criminal Justice were suspended by the Dean of Arts in 2017. In order to reopen intakes, substantial revisions to the degree were needed. After much discussion on how to move forward, the Criminology Department voted in May 2022 to discontinue the degree.

Key Message(s)

Discontinuance of the Bachelor of Arts, Major in Community Criminal Justice.

Resource Requirements

n/a

Implications/Risks

n/a

Consultations

- David Burns, Office of the Provost (oPro): Dec 22, 2023
- Meredith Laird, Office of the Provost (oPro): Dec 22, 2023
- Diane Purvey, Provost: December 28, 2023
- Arts Standing Committee on Curriculum: February 9, 2024
- Arts Faculty Council: February 16, 2024
- Senate: TBA
- Board Governance: TBA
- Board of Governors: TBA

Attachments:

- Appendix A – Proposal to Discontinue Bachelor of Arts in Community Criminal Justice
-

Submitted by

Carroll Boydell, Chair, Criminology Department

Date submitted

February 22nd, 2024

Appendix A (Proposal to Discontinue Bachelor of Arts, Major in Community Criminal Justice)

- i. All impacted credentials and specific discipline or field of study:*
Bachelor of Arts, Major in Community Criminal Justice.
- ii. Locations of program:*
KPU Langley, KPU Richmond, and KPU Surrey.
- iii. Faculty & Department offering programs:*
Faculty of Arts, Department of Criminology.
- iv. Anticipated final date of discontinuance:*
September 2024.
- v. Reasons for discontinuance of program:* There are multiple reasons why we are proposing to discontinue this program. First, there is a lack of enrollment demand for the program. Second, the degree no longer conforms to Ministry standards. Third, there is inadequate institutional support to the revise the degree to conform to Ministry standards. More detail on these issues is included in subsequent sections of this proposal.
- vi. Plan for Phasing-out of Program:*
 - a. Steps taken to consult with faculty and staff regarding phasing out:* In February 2016, the Dean of Arts informed the Criminology Department that revisions to the Bachelor of Arts, Major in Community Criminal Justice were inadvertently not forwarded for approval to what is now called the Ministry of Post-Secondary Education and Future Skills. As such, the revised version of the degree could not be offered and the degree was converted back to the Bachelor of Arts, Major in Community Criminal Justice curriculum and structure. Shortly thereafter, the university determined that the original Bachelor of Arts, Major in Community Criminal Justice degree may no longer meet provincial requirements for university degrees and could not be offered in its current form. As such, intakes for the program were suspended. After various lengthy discussions about the future of the program, with consideration of the time and resources required to reinstate the degree and the low number of students enrolled in the program at the time of suspension of new intakes, the Criminology Department voted in 2022 to discontinue the program.
 - b. Steps taken to consult with students regarding phasing out:* Only six students were enrolled in the Bachelor of Arts, Major in Community Criminal Justice degree when intakes were first suspended by the Dean's office in 2017. The low rate of enrollment was likely due in part to the fact that Criminology students are permitted to take courses that were requirements for the Bachelor of Arts, Major in Community Criminal Justice degree, including a criminology and justice practicum and service learning course. KPU Records and Graduation has confirmed that the last student to complete a Bachelor of Arts, Major in Community Criminal Justice degree graduated in 2018 and that no students are currently enrolled in the program. As such, consultations with students have not occurred because there are no students in the program with whom to consult.

- c. *Steps taken to ensure students in the program have the opportunity to complete the program:* As previously mentioned, all students who were enrolled in the Bachelor of Arts, Major in Community Criminal Justice degree have graduated.
- d. *Steps taken to consult with other impacted departments, faculties, and units:* For lower division courses, students taking the Bachelor of Arts, Major in Community Criminal Justice degree were required to take PSYC 1100 Introduction to Psychology: Basic Processes, SOCI 1125 Introduction to Society: Processes and Structures, and one of PHIL 1100, 1110, 1145, or 1150. All of these introductory courses are requirements or electives for multiple degrees at KPU. As they serve many other programs, the discontinuance of the Bachelor of Arts, Major in Community Criminal Justice degree is unlikely to have a significant impact on enrollment in these courses. Only one upper division requirement for the Bachelor of Arts, Major in Community Criminal Justice degree was from outside of Criminology, CMNS 3100 Technical Report Writing. Given the low declaration rate of students into the program, the decrease in students taking the CMNS 3100 has likely been negligible as well.
- e. *Impact on and/or reorganization of curriculum in cognate disciplines:* The courses required for the Bachelor of Arts, Major in Community Criminal Justice degree impart important skills and content to students, and enrollment in these courses remains strong despite the suspension of intakes for the program. As part of Criminology's most recent Program Review, the department is examining ways to include some of these courses into the requirements for the Bachelor of Arts, Major in Criminology degree, while others will continue to be offered as electives. As such, the Criminology department has no current plans to discontinue any of the Criminology courses that previously supported the Bachelor of Arts, Major in Community Criminal Justice degree. On the contrary, these courses continue to be offered to Criminology students regularly.
- f. *Timeline of activities:* This information is included in previous sections of this proposal.
- vii. *Contact information for further review:*
Name: Dr. Carroll Boydell
Titles: Criminology Degree Coordinator, Co-Chair
Phone: 604-599-3416
Email: Carroll.Boydell@kpu.ca
- viii. *Potential legal implications as a result of the program discontinuance:* N/A.
- ix. *Approval from Provost:* December 22, 2023

updated Discontinuance documents, Community Criminal Justics - Message (HTML)

File Message Help Acrobat Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Faculty Request... To Manager Done Create New

Team Email Reply & Delete

Move OneNote Actions

Mark Unread Categorize Follow Up

Tags

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Editing

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Fri 2023-12-22 12:58 PM
Office of the Provost Curriculum
updated Discontinuance documents, Community Criminal Justics

To: Carroll Boydell
You forwarded this message on 2023-12-22 3:56 PM.

- Appendix A (Proposal to Discontinue Bachelor of Arts in Community Criminal Justice (Honours)) - Dec 22.docx 44 KB
- Memo (Proposal to Discontinue Bachelor of Arts in Community Criminal Justice (Honours)) - Dec 22.docx 32 KB
- Memo (Proposal to Discontinue Bachelor of Arts in Community Criminal Justice) - Dec 22.docx

Good afternoon,

Per the email from David Burns, attached please find the memos and appendices related to the discontinuance, updated with the date of the Provost's review and approval to proceed into governance.

Kind regards,

Meredith

SENATE STANDING COMMITTEE ON ACADEMIC PLANNING & PRIORITIES

Agenda Number: 8.2

Meeting Date: March 8, 2024

Presenter(s): Carroll Boydell

AGENDA TITLE: Program Discontinuance: Bachelor of Arts (Honours), Major in Community Criminal Justice

ACTION REQUESTED: Motion

THAT the Senate Standing Committee on Academic Planning & Priorities recommend that Senate approve the discontinuation of the Bachelor of Arts (Honours), Major in Community Criminal Justice, effective September 1, 2024.

COMMITTEE REPORT

Context and Background

Intakes to the Bachelor of Arts (Honours), Major in Community Criminal Justice were suspended by the Dean of Arts in 2017. In order to reopen intakes, substantial revisions to the degree were needed. After much discussion on how to move forward, the Criminology Department voted in May 2022 to discontinue the degree.

Key Message(s)

Discontinuance of the Bachelor of Arts (Honours), Major in Community Criminal Justice.

Resource Requirements

n/a

Implications/Risks

n/a

Consultations

- David Burns, Office of the Provost (oPro): Dec 22, 2023
- Meredith Laird, Office of the Provost (oPro): Dec 22, 2023
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Attachments:

- Appendix A - Bachelor of Arts in Community Criminal Justice (Honours)
-

Submitted by

Carroll Boydell, Chair, Criminology Department

Date submitted

February 22nd, 2024

Appendix A [Proposal to Discontinue Bachelor of Arts (Honours), Major in Community Criminal Justice]

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- ii. Locations of program:*
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updated Discontinuance documents, Community Criminal Justics - Message (HTML)

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