



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

General Faculties Council  
Academic Planning Committee  
Approved Open Session Minutes

Wednesday, December 11, 2019  
2-31 South Academic Building (SAB)  
2:00 PM - 4:00 PM

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**ATTENDEES:**

Steven Dew, Chair  
Jason Acker  
Chris Andersen  
Akanksha Bhatnagar  
Fahed Elian  
Shannon Erichsen  
Jelena Holovati  
Gitta Kulczycki

Susanne Luhmann  
Christopher Mackay  
Pirkko Markula  
Melissa Padfield  
Jerine Pegg  
Matthias Ruth  
Susan Sommerfeldt  
Ding Xu  
Yan Yuan

*non-voting:*

Marion Haggarty-France

**REGRETS:**

Samantha Tse

Staff:

David Epp, Scribe

**OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Pegg/Erichsen

THAT the GFC Academic Planning Committee approve the Agenda.

**CARRIED**

2. Comments from the Chair (no documents)

The Chair congratulated Jerine Pegg for winning this year's Alberta Teachers' Association Science Council Distinguished Service Award. Her doctoral student, Ian Doktor, took home the Outstanding Science Teacher Award.

The Chair noted that the Government approved the changes to the Statement on Free Expression, which will now move forward to the Board of Governors on December 13 for final approval and which needs to be posted by December 15 to meet Government requirements.

The Chair reported that consultation on tuition just began this morning at the Tuition and Budget Advisory Committee (TBAC) and a proposal should be ready for governance review in late February 2020.

**CONSENT AGENDA**

Consent Agenda Mover and Seconder: Padfield/Andersen

The Chair noted that Item 7, Graduate Degree (second-level) Specializations (for information), will be deferred until the January 15, 2020 meeting for discussion when the Vice-Provost and Dean, FGSR, will be in attendance to answer questions.

3. Approval of the Open Session Minutes of November 27, 2019

Materials before members are contained in the official meeting file.

THAT the GFC Academic Planning Committee approve the Open Session Minutes of November 27, 2019.

**CARRIED**

4. Proposed Changes to Entrance and Program Requirements for the Master of Arts in Communications and Technology, Faculty of Extension, and Faculty of Graduate Studies and Research

*Purpose of the Proposal:* The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements and program requirements) for this program are listed in the Calendar.

THAT the GFC Academic Planning Committee approve the proposed changes to existing Program Requirements for the Master of Arts in Communications and Technology, as recommended by the GFC Academic Standards Committee, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Extension, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

**CARRIED**

5. Proposed Changes to Existing Entrance Requirements, Academic Standing Requirements and Program Requirements for Graduate Programs in Mathematical and Statistical Sciences, Faculty of Science, and Faculty of Graduate Studies and Research

*Purpose of the Proposal:* The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, academic standing requirements and program requirements) for this program are listed in the Calendar

THAT the GFC Academic Planning Committee approve the proposed changes to existing program requirements for graduate programs in the Department of Mathematical and Statistical Sciences, as recommended by the GFC Academic Standards Committee, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Science, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

**CARRIED**

6. Proposed Changes to Existing Entrance Requirements, Academic Standing Regulations and Program Requirements for Graduate Programs in the Department of Surgery, Faculty of Medicine and Dentistry, and Faculty of Graduate Studies and Research

*Purpose of the Proposal:* The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, academic standing requirements, and program requirements) for these programs are listed in the Calendar.

THAT the GFC Academic Planning Committee approve the proposed changes to existing program requirements for graduate programs in the Department of Surgery, as recommended by the GFC Academic Standards Committee, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

**CARRIED**

7. Graduate Degree (second-level) Specializations (for information)

This item will be deferred until the January 15, 2020 meeting, for discussion.

### **ACTION ITEMS**

8. Proposed Changes to Existing Program Requirements and Entrance Requirements for Medical Laboratory Science (MLS) Programs, Faculty of Medicine and Dentistry

Materials before members are contained in the official meeting file.

*Presenter(s):* Tammy Hopper, Vice-Provost (Programs), and Chair, GFC ASC; Mia Lang, Associate Dean, Faculty of Medicine and Dentistry; Lisa Purdy, Director, Medical Laboratory Sciences Program

*Purpose of the Proposal:* The proposal is before the committee to update and amend the Program of Courses for the BSc in Medical Laboratory Science and BSc in Medical Laboratory Science Post-Professional Certification degree completion programs.

*Discussion:* Dr Hopper noted that the proposal to change the Medical Laboratory Science (MLS) entrance requirements was approved at GFC Academic Standards Committee (ASC) with delegated authority on November 21, 2019, and that the other changes to the existing program requirements were recommended by ASC for APC approval with delegated authority.

Dr Purdy provided background information on the process to overhaul the curriculum noting that course loads were adjusted to fit the content of the courses and that the total credit load will increase by 2.5 credits and result in tuition implications.

Comments and questions from members included, but were not limited to: the ability of students to join the program mid-year; the undergraduate pre-professional year of study; the department's efforts to secure another bursary to help offset the increased tuition impact; and the assistance of the Office of the Registrar in scheduling the non-standard courses.

Motion: Luhmann/Holovati

THAT the GFC Academic Planning Committee approve the proposed changes to the program requirements for the Medical Laboratory Science Programs, as recommended by the GFC Academic Standards Committee, as proposed by the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, to take effect for Fall 2020.

**CARRIED**

9. Proposed Changes to Program Requirements for the Doctor of Dental Surgery (DDS) Advanced Placement Program, Faculty of Medicine and Dentistry

Materials before members are contained in the official meeting file.

*Presenter(s):* Tammy Hopper, Vice-Provost (Programs), and Chair, GFC ASC; Mia Lang, Associate Dean, Faculty of Medicine and Dentistry; Steven Patterson, Associate Chair, Academic, School of Dentistry

*Purpose of the Proposal:* This proposal is before the committee to obtain approval for the attached changes to the program duration, course requirements and academic regulations for the Advanced Placement DDS program curriculum.

*Discussion:* Dr Hopper noted that the proposal to change the Doctor of Dental Surgery (DDS) Advanced Placement program requirements were recommended by GFC Academic Standards Committee (ASC) on November 21, 2019 for APC approval with delegated authority.

Dr Patterson informed members that the DDS Advanced Placement program exists so that foreign-trained dentists can apply for licensure in Canada. Foreign-trained dentists still need to write the national board exam but success rates are much higher in the exam, and subsequent careers, after completing this program. Dr Patterson noted that accepted students would enter the newly designed DDS curriculum at the beginning of second year as fully registered students at the university, allowing them to be eligible for student loans, and would extend the program to three years. Dr Patterson reported that the total overall training time for foreign-trained students is about the same as for Canadian students and enrollment for this program is 12 compared to 32 for the regular program.

Motion: Erichsen/Sommerfeldt

THAT the GFC Academic Planning Committee approve the proposed changes to the DDS Advanced Placement program requirements, as recommended by the GFC Academic Standards Committee, as proposed by the Faculty of Medicine and Dentistry, as set forth in Attachments 1-2, to take effect in Fall 2020.

**CARRIED**

## **DISCUSSION ITEMS**

### 10. Student Rights and Responsibilities Resource

Materials before members are contained in the official meeting file.

*Presenter(s):* Akanksha Bhatnagar, President, Students' Union

*Purpose of the Proposal:* The proposal is before the committee to gain feedback on a planned approach to improving students' awareness of their rights and responsibilities in the context of University Policy.

*Discussion:* Ms Bhatnagar used a presentation, which utilized survey results, to provide background information on the issue that most students are unfamiliar with the substance of student policy documents and do not know how to access information on how to make an appeal. The proposed solution is to create a Charter of Student Rights and Responsibilities that will serve as a consolidated document of students' rights and responsibilities, creating a culture of improved clarity and accountability, with a preamble to set the tone of the document. Ms Bhatnagar noted that once the document is made available online it will have to be publicized, through awareness campaigns in mid-September and mid-January, with mini digital campaigns just before final exams.

Comments and questions from members included, but were not limited to: the case-by-case basis of most student appeals; listing where students in each Faculty should go to discuss appeals; possibly including a link to the document in course outlines; the Graduate Students' Association is appreciative of the consultation with the SU and is working to contribute to the Charter so that it reflects relevant information for graduate students; the consolidation of documents is helpful; the trend towards a digital student handbook; student mentorship done by peer support groups; maintaining the document will be handled by staff in the Students' Union; and many comments of support for the idea.

### 11. Budget Update

*Presenter(s):* Steven Dew, Provost and Vice-President (Academic), and Chair, GFC APC; Gitta Kulczycki, Vice-President (Finance and Administration)

*Discussion:* The Chair reported that on December 5, 2019, Bill 21 received Royal Assent and the changes to the Alberta Tuition Framework came into force, and the changes to the Alberta Tuition Framework are as follows:

- For the 2020/21, 2021/22, and 2022/23 academic years, increases to the average tuition fees per domestic student at each institution are capped at 7 per cent per year. Beginning in the 2023/24 academic year, increases will be capped at the annual rate of increase of Alberta's Consumer Price Index.

- A 10 per cent annual cap on increases to mandatory non-instructional fees that are below cost recovery is repealed.
- Authority for the Minister of Advanced Education to designate certain programs as executive graduate programs is repealed.

Elements of the Alberta Tuition Framework that remain unchanged include:

- The cost recovery cap on mandatory non-instructional fees, and the requirement that new mandatory non-instructional fees be approved by the students' association.
- The requirement that institutions provide a written guarantee of the maximum tuition fees an international student may be required to pay over the course of their program at the time an offer of admission is made.
- The requirement to consult with the students' association regarding proposed exceptional tuition fee increases, or market modifiers.
- The 10 per cent annual cap on increases to domestic tuition fees for any specific program.

The Chair noted that the Deputy Minister met with the Council of Post-Secondary Presidents of Alberta (COPPOA) to brief them on the new funding model and the key points were:

- It will be phased in over three years, beginning April 1, 2020.
- The three funding envelopes will be operational, performance-based, and strategic priorities of the government.
- Each institution will receive an individualized letter with an investment management agreement for a three-year period.

The Chair noted that consultation on performance metrics will be held during January and February, and will be finalized in February or March, and while there is little information on them so far, it was noted that metrics will not be comparisons with peer institutions but with historical data within each institution.

The Chair reminded members that the University Governance Budget Briefing with the Board and APC will be held on Friday, February 7, 2020, from 8:30-10:30 am.

## 12. Question Period

*Presenter(s):* Steven Dew, Provost and Vice-President (Academic), and Chair, GFC APC

A member suggested that there be a training session for APC members to raise awareness of equity, diversity, and inclusivity (EDI) issues when considering proposals. Responses from members included, but were not limited to: creating an EDI template for proposers to complete prior to attending APC; how to make EDI part of the culture and how it impacts course content and research infrastructure; integrating EDI into governance structures and recruitment policy and procedures; and the need to set reasonable goals.

The Chair suggested that Deputy Provost provide a status report to APC on the one-year anniversary of the EDI Strategic Plan. The Chair also noted that Dr Andersen will be featured at The Leadership and Diversity Speaker Series, co-sponsored by the Peter Lougheed Leadership College, with a talk entitled "On Being an Indigenous Academic Administrator" on January 9, 2020 at 12:30 pm, and encouraged members to attend.

## **INFORMATION REPORTS**

13. Items Approved by GFC Academic Planning Committee by email ballots (no items to date)

14. Information Items Forwarded to Committee Members Between Meetings (no items to date)

## **CLOSING SESSION**

15. Adjournment

The Chair adjourned the meeting at 3:40 p.m.