



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Academic Standards Committee
Approved Open Session Minutes

Thursday, March 15, 2012
3-15, UHALL
9:00 AM – 12:00 PM

ATTENDEES:

Voting Members:

Bill Connor (Delegate)	Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee
Ada Schmude (Delegate)	Vice-Provost and University Registrar
Emerson Csorba	Vice-President (Academic), Students' Union
Hillary Sparkes (Delegate)	Vice-President (Academic), Graduate Students' Association
Natalie Sharpe (Delegate)	Director, Student OmbudService
William Street (Delegate)	Dean, Faculty of Arts
Nat Kav (Delegate)	Dean, Agricultural, Life and Environmental Sciences
Harry Prest (Delegate)	Dean, Augustana Faculty
Elaine Geddes (Delegate)	Dean, Faculty of Business
Ken Porteous (Delegate)	Dean, Faculty of Engineering
Walter Archer (Delegate)	Dean, Faculty of Extension
René Poliquin (Delegate)	Dean, Faculty of Graduate Studies and Research
John Law (Delegate)	Dean, Faculty of Law
Marc Moreau (Delegate)	Dean, Faculty of Medicine and Dentistry
Gurston Dacks (Delegate)	Dean, Faculty of Native Studies
Kaysi Kushner (Delegate)	Dean, Faculty of Nursing
Dion Brocks (Delegate)	Dean, Faculty of Pharmacy and Pharmaceutical Sciences
Janice Causgrove-Dunn (Delegate)	Dean, Faculty of Physical Education and Recreation
Sentil Senthilselvan (Delegate)	Dean, School of Public Health
Brenda Leskiw (Delegate)	Dean, Faculty of Science
Matthew Li (Delegate)	Undergraduate Student at-large

Non-Voting Members:

Sharla King	Health Sciences Council
Lihong Yang (Delegate)	Associate Registrar

Presenters:

Allen Berger	Dean, Augustana Faculty
Bill Connor	Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee
Deborah Gougeon	Assistant Registrar (National Admissions), Office of the Registrar

Harry Prest Associate Dean (Academic Programs), Augustana Faculty
Bobbi Schiestel Acting Portfolio Initiatives Manager, Office of the Provost and Vice-
President (Academic)
Ada Schmude Associate Registrar and Director of Records, Office of the Registrar
Lihong Yang Acting Associate Registrar and Director of Enrolment Management, Office
of the Registrar

Staff:

Garry Bodnar Coordinator, GFC Academic Standards Committee
Emily Paulsen Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Members agreed to the agenda as circulated.

THAT the GFC Academic Standards Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of January 19, 2011

Materials before members are contained in the official meeting file.

Motion: Geddes/Street

THAT the GFC Academic Standards Committee approve the Minutes of January 19, 2011.

CARRIED

3. Comments from the Chair

The Chair commented on a number of items of interest to members.

Dr Porteous was given the opportunity to comment regarding class cancellations for the annual Student's Union (SU) candidates' forum. The possible routes to continue this dialogue were discussed.

ACTION ITEMS

4. The Following Proposal(s) are Deemed Minor/Editorial (GFC ASC's Terms of Reference (Mandate) (3.A.i and iii)) by the Interim Vice-Provost (Academic) and Chair, GFC ASC, and are APPROVED UNDER DELEGATED AUTHORITY FROM GFC IN A SINGLE OMNIBUS MOTION.

Materials before members are contained in the official meeting file.

Presenter: Bill Connor, Interim Vice-Provost (Academic) and Chair, GFC Academic Standards Committee

Discussion:

There was no discussion.

4A. Faculty of Medicine and Dentistry Proposed Changes to Sections 15.9 (Admission Requirements by Faculty/Faculty of Medicine and Dentistry) and 113.1 (Faculty of Medicine and Dentistry/Admission and Academic Standing Requirements) of the *University Calendar*

Materials before members are contained in the official meeting file.

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to Sections 15.9 (Admission Requirements by Faculty/Faculty of Medicine and Dentistry) and 113.1 (Faculty of Medicine and Dentistry/Admission and Academic Standing Requirements) of the *University Calendar*, as submitted by the Faculty of Medicine and Dentistry and as set out in Attachment 4A of the documentation, to be effective in 2012-2013.

CARRIED

4B. Office of the Registrar Course Approvals and Denials for March, 2012

Materials before members are contained in the official meeting file.

THAT the GFC Academic Standards Committee approve, under delegated authority from GFC, the proposal for approval of transfer credit, as submitted by the Office of the Registrar and as set forth in Attachment 4B, to take effect upon final approval.

CARRIED

Omnibus Motion: Geddes/Prest

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, the above-noted editorial changes to existing admission/transfer requirements and new transfer courses, as set out in Items 4A – 4B.

CARRIED

5. Augustana Faculty's Proposed Embedded Credit Certificate in Writing Studies

Materials before members are contained in the official meeting file.

Presenters: Allen Berger, Dean, Augustana Faculty; Harry Prest, Associate Dean (Academic Programs), Augustana Faculty

Purpose of the Proposal: To establish an embedded certificate entitled Writing Studies open to all students at the Augustana Faculty.

Discussion:

Dr Prest relayed Dr Roxanne Harde's regrets that she was not able to attend the meeting and noted that Dr Harde was integral in originating the concept of this particular certificate program.

Dean Berger introduced the item to members noting that it had been presented to the GFC ASC Subcommittee of Standards (SOS) with helpful feedback and positive reception. He explained that the credential will attest to the student's enhanced writing competency and will aid him/her in the competitive job market where employers have voiced concern over a lack of communication skills from new applicants.

Dr Prest continued that the certificate is available to students with a wide variety of academic backgrounds and stated he was hopeful more participants in various Faculties would consider this program once the

benefits are seen.

During the ensuing discussion, the presenters addressed questions and comments from members including, but not limited to, the following: whether or not a writing intensive course taken at another University of Alberta campus is applicable to this certification; clarification of what is meant by “writing intensiveness;” the nature of allowing transfer students into the program; the manner in which Augustana Faculty would manage course substitutions within the program (which led to some suggested amendments to the proposed *University Calendar* copy associated with this particular certificate program); and the academic means by which students would be admitted to the program.

Motion: Prest/Leskiw

That the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, the proposed embedded credit Certificate in Writing Studies, as submitted by Augustana Faculty and as set forth in Attachment 1 (as amended), for implementation in the Fall of 2012.
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CARRIED

DISCUSSION ITEMS

6. Office of the Registrar's Fall 2011 High School Early Final Admission (EFA) Pilot – Update and Recommendation to Terminate

Materials before members are contained in the official meeting file.

Presenters: Lihong Yang, Acting Associate Registrar and Director of Enrolment Management, Office of the Registrar; Deborah Gougeon, Assistant Registrar (National Admissions), Office of the Registrar

Purpose of the Proposal: To present the Office of the Registrar's recommendation to terminate the High School Early Final (EFA) Admission Pilot based on results from the 2010-2011 and 2011-2012 admission cycles. The pilot, for applicants to Fall 2010 and Fall 2011, allowed for earlier final admission decisions to be made for high-achieving students with the goal of improving the conversion rate of top students from admitted to registered. The Office of the Registrar has provided members with a final report and recommendation for discussion.

Discussion:

Ms Gougeon introduced the item to members explaining that the pilot program was intended to capture high-achieving high school students, but was limited to Alberta students with a 90% average or higher. She explained that the number of students captured through this process was very small and, often, the students affected by this initiative already had the intention of attending the University of Alberta. She also noted that there was confusion regarding early admission and early final admission. She added that the termination of the program does not mean that the University will stop in its efforts to continue trying to recruit and register high-achieving students.

During the ensuing discussion, the presenters addressed questions and comments from members including, but not limited to, the following: the narrow definition of the program that may have led to its failure; the complications arising from Grade XII Provincial examinations; a suggestion to consider what competitors are offering students or what they are using to entice students; the importance of engaging with international students; and the difference between the University of Alberta's and the University of British Columbia's policy on revoking final admission offers.

7. University of Alberta Certificates

Materials before members are contained in the official meeting file.

Presenters: Bill Connor, Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee; Ada Schmude, Associate Registrar and Director of Records, Office of the Registrar

Purpose of the Proposal: To discuss the issue of offering a range of certificates at the University of Alberta and to receive feedback from members of GFC ASC. A number of questions related to certificate programs have arisen during the course of development of a handbook on certificate programs for which there are no current institutional answers. These questions include: Should the University establish a minimum number of credits for embedded credit certificates? What is the appropriate role for units that are not Faculties or Departments in the administration of embedded credit certificates? Examples include the Office of Sustainability and the Office of International Initiatives in the Faculty of Education. Is there a limit to the number of embedded certificates that a student can acquire in the course of a single degree program? Can one course be applied towards the completion of multiple certificates? Should there be a graduating Grade Point Average (GPA) for certificate programs? When is a certificate considered to be at the undergraduate level? At the graduate level?

Discussion:

Dr Connor introduced the issue to members by encouraging open discussion; he recommended, as well, that a working group be created to discuss in detail and, in turn, provide recommendations to GFC ASC on this issue.

During the ensuing discussion, the presenters addressed questions and comments from members including, but not limited to, the following: the variety of credits required for different certificates and the suggestion that a standard be established and then maintained to preserve the integrity of all certificates; the unique requirements and nature of different certificates; the possibility of creating both minimum and maximum requirements for certificates; the opportunity for certificates to improve a student's chances in a competitive job market; ensuring that the certificate adds something to standard degree programming; the usefulness of the list of questions provided; the application of a single course to multiple certificates; Grade Point Average (GPA) issues surrounding certificate programs (eg, admission/transfer criteria; academic standing/graduation criteria); whether or not there should be a maximum amount of certificates allowed for students pursuing undergraduate degrees; description of additional certificate programs in the Faculty of Medicine and Dentistry and the Faculty of Extension; and the additional workload that could be imposed upon graduate students choosing to pursue a certificate program.

Dr Connor stated he would welcome those GFC ASC members interested in serving on an *ad hoc* working group focussing on these and other issues associated with the offering of certificate programming at the University of Alberta. A number of members noted their interest in serving.

8. External Programs for Review and Programs in Progress on Campus: Standing Item

There were no documents.

Presenters: Bill Connor, Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee; Bobbi Schiestel, Acting Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)

Purpose of the Proposal: For information/discussion.

Discussion:

Ms Schiestel reported to members the following:

External Reviews -

- Simon Fraser University (SFU) Master of Education (MEd) (Curriculum and Instruction) – review of this recently-received program proposal is currently underway in the Faculty of Education.
- University of Seattle Master of Education (MEd) – review of this proposal been completed by the Faculty of Education.

Program Proposals from the University of Alberta –

- Doctor of Philosophy (PhD) in Performance Studies – the Minister of Advanced Education and Technology (AET) has approved this program, effective July 1, 2012.
- Collège Saint-Jean Diploma Program in techniques d'administration des affaires (Business Administration) – the Minister of AET has approved this program, for implementation in the Fall, 2012.
- Master of Coaching (MCoach) program was approved by the GFC Academic Planning Committee (APC) on January 11, 2012; the Office of the Provost is now preparing this proposal to forward to the Ministry of AET.

9. Question Period

There were no questions.

INFORMATION REPORTS

10. Items Approved by the GFC Academic Standards Committee by E-Mail Ballots

Transfer Course Approvals for February, 2012 (E-Mailed to Members on February 14, 2012)

11. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

12. Adjournment

The Chair adjourned the meeting at 11:00 am.