



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Academic Standards Committee
Approved Open Session Minutes

Thursday, October 16, 2014
2-31 South Academic Building (SAB)
9:00 AM - 12:00 PM

ATTENDEES:

Voting Members:

Brenda Leskiw	Chair (Delegate), Provost and Vice-President (Academic)
Nat Kav	Vice-Chair, Dean (Delegate), Faculty of Agricultural, Life and Environmental Sciences
Dion Brocks	Member (Delegate), Dean, Faculty of Pharmacy and Pharmaceutical Sciences
JC Cahill	Member (Delegate), Dean, Faculty of Science
Yvette d'Entremont	Member (Delegate), Dean, Faculté Saint-Jean
Clive Hickson	Member (Delegate), Dean, Faculty of Education
Marc Johnson	Member (Delegate), Director of the Student Ombudservice
Tim Joseph	Member (Delegate), Dean, Faculty of Engineering
Kaysi Kushner	Member (Delegate), Dean, Faculty of Nursing
Stuart Landon	Member (Delegate), Dean, Faculty of Arts
Marc Moreau	Member (Delegate), Dean, Faculty of Medicine and Dentistry
Ada Ness	Member (Delegate), Vice-Provost and University Registrar
Kathryn Orydzuk	Member, Vice-President (Academic), Students' Union
Wayne Renke	Member (Delegate), Dean, Faculty of Law
Liz Taylor	Member (Delegate), Dean, Faculty of Rehabilitation Medicine
Harsh Thaker	Member (Delegate), Vice-President (Academic), Graduate Students' Association

Presenter(s):

Kathleen Brough	Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)
Anne Commons	Associate Chair (Undergraduate), Department of East Asian Studies, Faculty of Arts
Stuart Landon	Associate Dean (Student Programs), Faculty of Arts
Brenda Leskiw	Associate Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee

Staff:

Garry Bodnar, Coordinator, GFC Academic Standards Committee
Andrea Patrick, Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Presenter: Brenda Leskiw, Associate Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee

Motion: Kav/Landon

THAT the GFC Academic Standards Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of September 18, 2014

Materials before members are contained in the official meeting file.

Presenter: Brenda Leskiw, Associate Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee

Discussion:

The Chair made note of an omission from the 'External Programs for Review and Programs in Progress on Campus: Standing Item'.

Motion: Joseph/Cahill

THAT the GFC Academic Standards Committee approve the Minutes of September 18, 2014, as amended.

CARRIED

3. Comments from the Chair

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

ACTION ITEMS

4. Items Deemed Minor/Editorial

The Following Proposal(s) are Deemed Minor/Editorial (GFC ASC's Terms of Reference (Mandate) (3.A.i and iii)) by the Associate Vice-Provost (Academic Programs and Instruction) 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: Brenda Leskiw, Associate Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee

Discussion:

There was no discussion.

Omnibus Motion: Kav/Taylor

4A. Faculty of Agricultural, Life and Environmental Sciences: Proposed Changes to Existing

Admission/Transfer and Academic Standing/Graduation Requirements

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing admission/transfer and academic standing/graduation requirements, as submitted by the Faculty of Agricultural, Life and Environmental Sciences and as set forth in Attachment A (text highlighted in green), to be effective in 2015-2016.

CARRIED

4B. Faculty of Arts: Proposed Changes to Existing Academic Standing Requirements

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing academic standing requirements, as submitted by the Faculty of Arts and as set forth in Attachment B (text highlighted in green), to be effective in 2015-2016.

CARRIED

4C. Faculty of Medicine and Dentistry: Proposed Changes to Existing Admission/Transfer Requirements

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing admission/transfer and physical testing/immunization requirements, as submitted by the Faculty of Medicine and Dentistry and as set forth in Attachment C (text highlighted in green), to be effective in 2015-2016.

CARRIED

4D. Office of the Registrar: Course Approvals and Denials for October, 2014

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 D, to take effect upon final approval.

CARRIED

4E. Faculty of Science: Proposed Changes to Existing Admission/Transfer and Academic Standing Graduation Requirements

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing admission/transfer and academic standing/graduation requirements, as submitted by the Faculty of Science and as set forth in Attachment E (text highlighted in green), to be effective in 2015-2016.

CARRIED

5. Suspension of Admission/Transfer to the Faculty of Arts' Bachelor of Arts' (BA's) Chinese and Japanese Majors and Minors and the Chinese and Japanese Combined Major and the BA (Honors) in Chinese Studies and Japanese Studies Programs

Materials before members are contained in the official meeting file.

Presenter(s): Stuart Landon, Associate Dean (Student Programs), Faculty of Arts; Anne Commons, Associate Chair (Undergraduate), Department of East Asian Studies, Faculty of Arts

Purpose of the Proposal: The Faculty of Arts is seeking GFC ASC's approval of the (proposed) suspension of admission/transfer to the Bachelor of Arts' (BA's) Chinese and Japanese Majors and Minors

and the Chinese and Japanese Combined Major and the BA (Honors) in Chinese Studies and Japanese Studies programs. No adverse impact is anticipated for graduates of these programs. The degrees alumni in these majors and minors have earned are valid and official documentation continues to be available.

Discussion:

The Chair noted that the material accompanying the proposal includes reference not only to the suspension of majors but to minors, as well, and clarified that the minors were before members on this occasion only because it was difficult to extract this information from the proposal without undermining its overall integrity. She explained that, normally, GFC ASC only considers the suspension of admission/transfer to majors within existing academic programming.

Dr Landon introduced his co-presenter, Dr Anne Collins, to members. He explained that, over the past three years, the Department of East Asian Studies conducted an extensive curriculum review of undergraduate programs and courses. The result was a proposal for a unified East Asian Studies curriculum (rather than a Major/Minor in separate areas of Chinese, Japanese, and East Asian Studies). The Department made this decision in the interests of simplicity and flexibility; to broaden student choices in the composition of their major; and to facilitate the progress of students through the program. He added that there was a large degree of student consultation garnered during the development of the proposal.

Dr Landon continued by stating that the proposed changes were not a result of low student enrolment or cost savings measures, and he emphasized that the changes will allow more flexibility for students.

During the discussion in relation to this proposal, members provided a number of comments and questions, including, but not limited to: clarification on whether this proposal constitutes a suspension of admission/transfer to existing programs or their outright termination; clarification regarding the governance routing of this proposal; a suggestion for a minor punctuation revision on page 1 of the proposal template; whether documentation exists reflecting student support for this proposal; whether there are future plans for specializations being offered by the Department of East Asian Studies; clarification regarding the proposal in relation to course availability; and clarification on the timeline for a public communication plan with regard to this proposal.

Motion: Landon/Kushner

Abstention: Orydzuk

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, the suspension of admission/transfer to the Bachelor of Arts' (BA's) Chinese and Japanese Majors and Minors and the Chinese and Japanese Combined Major and the BA (Honors) in Chinese Studies and Japanese Studies programs, as submitted by the Faculty of Arts and as set forth in Attachment 1, to be effective upon final approval.

CARRIED

DISCUSSION ITEMS

6. Program Approval Processes – Suspensions and Terminations

Materials before members are contained in the official meeting file.

Presenter(s): Brenda Leskiw, Associate Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee; Kathleen Brough, Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)

Purpose of the Proposal: To provide members of GFC ASC with information regarding approval processes for proposals to suspend and terminate academic programs.

Discussion:

The Chair provided members with a brief summary of this item, noting that it had been discussed in part by members at the September 18, 2014 meeting of GFC ASC.

Ms Brough invited members to review the documentation before them and added that they should be in contact with her or Dr Leskiw early in the planning stages of proposed changes to existing academic programming to ensure that proper processes are being followed. She provided clarification surrounding the governance routes for differing types of proposals and added that early communication with her Office can help prevent undue and/or incorrect work being carried out. She explained that proposals for program suspension *versus* termination have different governance paths. She reported that, under the Provincial Government's system of program review and tracking, programs will now be automatically reactivated if no proposals for termination follow on their earlier approved suspensions and that internal institutional processes are currently being considered to deal with this in an effective and consistent manner. She noted that program suspensions can be complicated and that early consultation and clear communication together make a big difference in how the item is finally transmitted to the Government and in minimizing any disadvantages to potentially-affected students.

Mr Bodnar explained that if a Faculty chooses to terminate an existing specialization or honors program, they do need to go through the GFC Academic Planning Committee (APC) and then on to General Faculties Council (GFC) and that, if the proposal relates to the complete elimination of an existing credential, it would have to go the Board of Governors and, then, the Provincial Government for final approval. He explained that this process is not the same for terminations of majors in programs such as the Bachelor of Arts (General) or Bachelor of Science (General).

Members, during the discussion surrounding this item, expressed a number of comments and questions, including, but not limited to: clarification regarding the reactivation of majors; whether programs can be terminated through the Office of the Registrar automatically, based on enrolment data; a query if there is a timeline for Faculties to determine whether or not to terminate suspended programs; clarification surrounding the process related to renaming a reactivated program; that wording within certain proposals can lead to confusion within the Office of the Registrar and that clarity is beneficial; that providing specific examples within the info-document would allow for more clarification for Faculties considering changes; a suggestion to include mention within the document of the possible option of suspending admission/transfer to a program for one year only while that program is under review; that the situation becomes more complicated when multiple Faculties are involved in a proposal; and a suggestion to include a glossary of terms within the info-document.

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

There were no documents.

Presenter(s): Brenda Leskiw, Associate Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee; Kathleen Brough, Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)

Purpose of the Proposal: For discussion/information.

Discussion:

Ms Brough provided an oral update with respect to programs currently being considered by the Provincial Government.

Proposals in Development to be Submitted to the Ministry of Innovation and Advanced Education (IAE):

- Two post-Master's credit certificates in Business Fundamentals and Innovation and Entrepreneurship
- Changes to the Bachelor of Kinesiology (name change from Bachelor of Physical Education)

Currently with the Ministry of Innovation and Advanced Education (IAE) Undergoing System Coordination Review:

- Faculty of Extension Proposal for the Master of Arts in Community Engagement (MACE)

Currently with Campus Alberta Quality Council Undergoing Quality Review:

- Arts Proposal for the Master of Arts in Gender and Social Justice Studies

External Reviews of Proposals from Other Institutions:

Completed:

- Master of Landscape Architecture Degree Program proposed by the University of Calgary (Science)

Outstanding:

- Bachelor of Science in Energy and Engineering proposed by the University of Calgary (Engineering)
- Bachelor of Science in Chemistry proposed by Mount Royal University (Science)

8. Question Period

There were no questions.

INFORMATION REPORTS

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

There were no items.

10. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

11. Adjournment

The Chair adjourned the meeting at 10:00 am.